

# PFAS Reporting Information System for Manufacturers (PRISM)

## Reporting Guidance

January 2026

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## Introduction

### What is PRISM?

The [IC2 PFAS Reporting Information System for Manufacturers \(PRISM\)](#) is an online platform that supports reporting of information on the presence of intentionally added PFAS in products required by [Amara's Law](#) administered by the [Minnesota Pollution Control Agency](#).

### **Note: PRISM is optimized for Chrome and may not work with other browsers.**

PRISM is a web application built by the Interstate Chemicals Clearinghouse (IC2), a program of the [Northeast Waste Management Officials' Association \(NEWMOA\)](#). Project funding was provided by the [Minnesota Pollution Control Agency](#). PRISM is a project of the Interstate Chemicals Clearinghouse (IC2), an association of state, local, and tribal governments that promotes a clean environment, healthy communities, and a vital economy through the development and use of safer chemicals and products. The IC2 is a program of the Northeast Waste Management Officials' Association (NEWMOA), which provides management and staff support for IC2 and serves as its fiscal agent. Broadly, PRISM provides the following functions and features:

- **Registration:** Create a new user account and company; validate your email address and log in; and reset a forgotten password.
- Manage:
  - **My profile:** View and update username, job title, contact information, security questions.
  - **My company:** View and update company name and address. View and approve or deactivate user accounts associated with your company. Request authority to submit on behalf of another company and accept, reject, and assign authority to submit on behalf of your company.
  - **Change password:** Change your PRISM password.
- Reports:
  - **Create a Report:** Create and submit a report to the Minnesota Pollution Control Agency.
  - **View & Edit Draft Reports:** View, edit, and save copies of draft reports created for your company. Also view and copy submitted and published reports.
  - **Search Product Category Data:** Search, filter, sort, and download reported information.
- Help:
  - **About Prism:** Learn more about PRISM.
  - **FAQ:** Get answers to common questions about PRISM.
  - **User Guides:** Find the most recent version of this reporting guide and the Search Guide.
  - **Report Validation Rules:** Access the data format rules for reporting.

This reporting guide provides instructions for using the functions and features listed above.

**IMPORTANT:** PRISM is optimized for the Chrome browser. It should work with Edge, Firefox, and Safari but is not guaranteed to operate using Internet Explorer (IE). If you are not using Chrome and are having trouble, please install and try Chrome before asking for technical support.

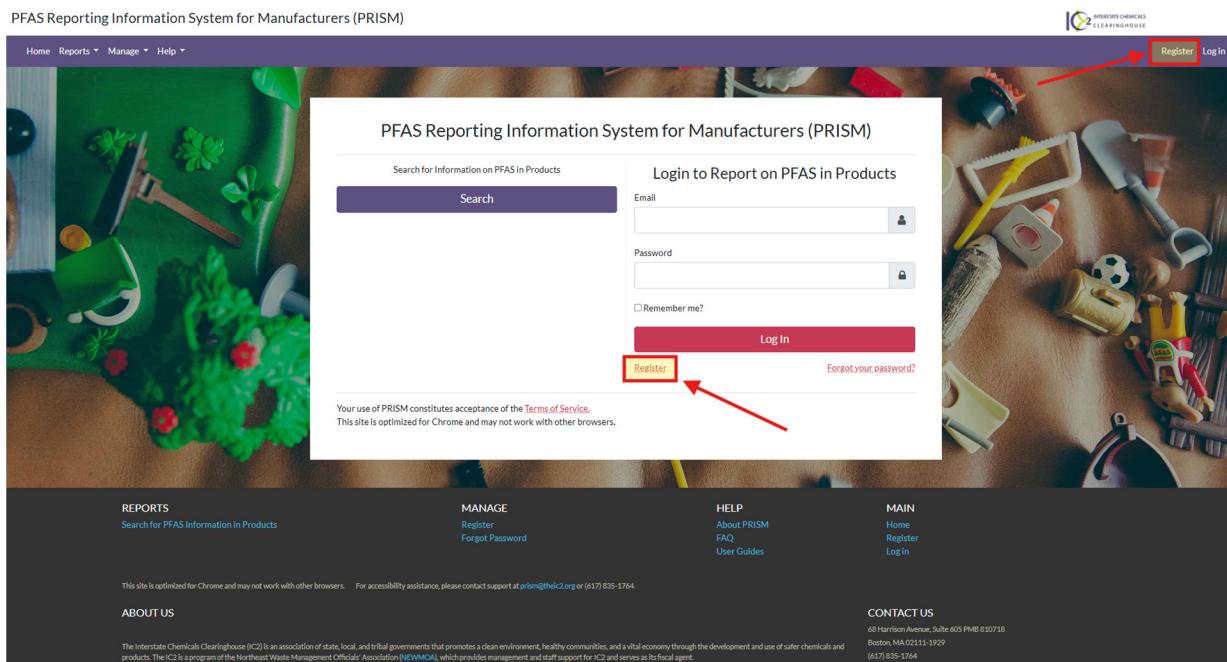
### *Who to contact about PRISM?*

For PRISM technical questions or support, please email [prism@theic2.org](mailto:prism@theic2.org). For more information about Minnesota reporting requirements, visit Reporting PFAS in products, and contact [pfasreporting.mPCA@state.mn.us](mailto:pfasreporting.mPCA@state.mn.us)

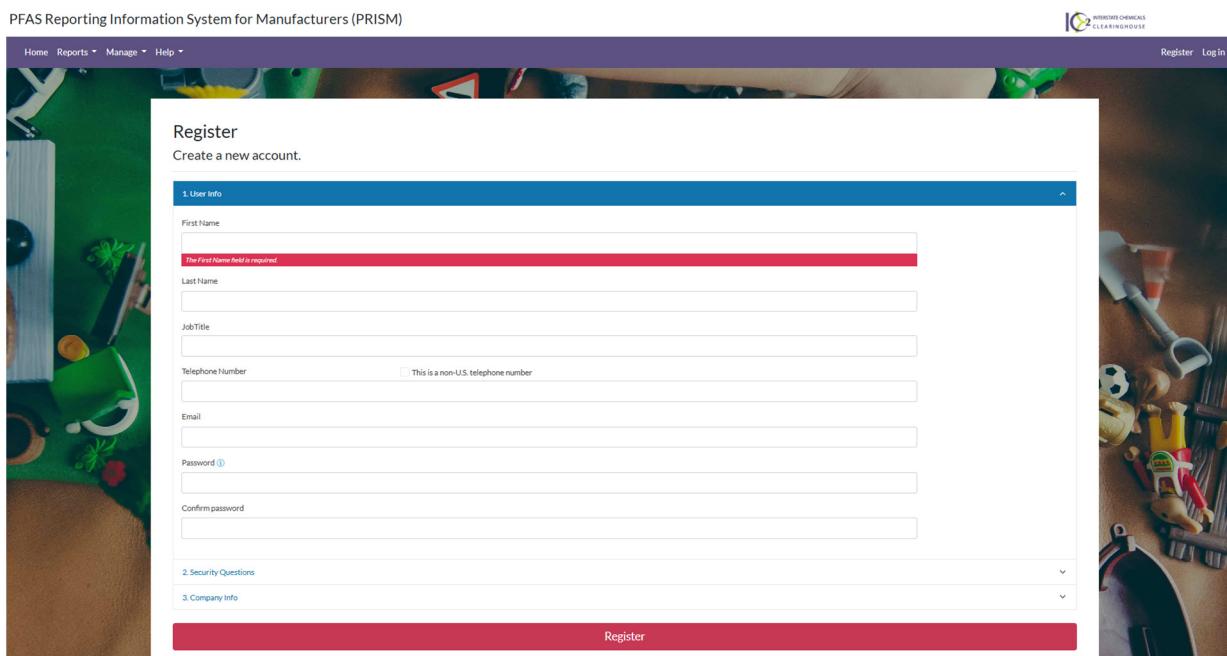
# Registration

## Create a New Account

Navigate to <https://prism.theic2.org>. Click on the [Register](#) link. It is located below the Log in button and in the upper-right corner of the page.



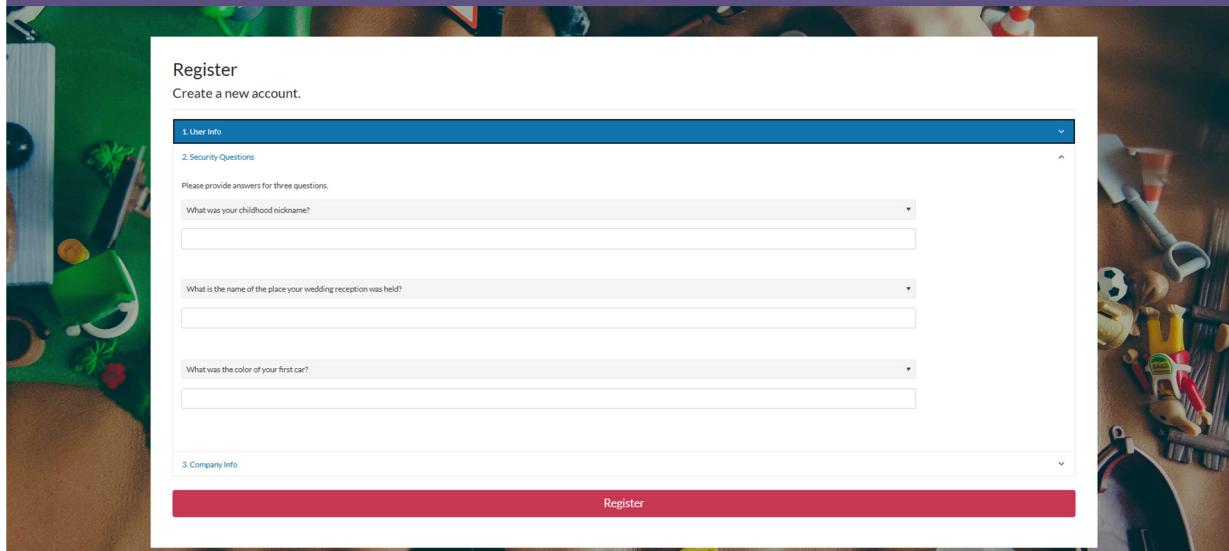
Complete part 1 by entering user information. Be sure to enter and re-enter your password. Your password must be a minimum of 6 characters and include at least one of each of the following: upper case letter, lower case letter, number, and special character.



Complete part 2 by selecting and providing answers for three security questions.

PFAS Reporting Information System for Manufacturers (PRISM)

Home Reports Manage Help Register Log in



Register  
Create a new account.

1. User Info

2. Security Questions

Please provide answers for three questions.

What was your childhood nickname?

What is the name of the place your wedding reception was held?

What was the color of your first car?

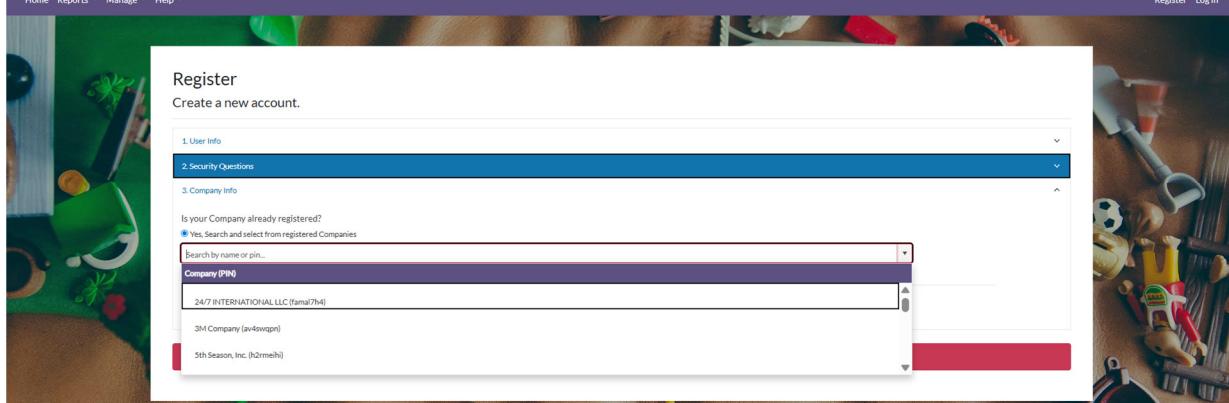
3. Company Info

Register

Complete part 3 by selecting a company that is already registered within PRISM (first radio button) or entering company information to register a new company (second radio button).

PFAS Reporting Information System for Manufacturers (PRISM)

Home Reports Manage Help Register Log in



Register  
Create a new account.

1. User Info

2. Security Questions

3. Company Info

Is your Company already registered?

Yes, Search and select from registered Companies

No, Enter new Company information

Search by name or pin...

Company (PIN)

24/7 INTERNATIONAL, LLC (famal7h4)

3M Company (pv4swqge)

5th Season, Inc. (h2rmeih)

Register

PFAS Reporting Information System for Manufacturers (PRISM)

Home Reports Manage Help

Register

Create a new account.

1. User Info

2. Security Questions

3. Company Info

Is your Company already registered?

No, Register new Company

Yes, Search and select from registered Companies

Company Name

DUNS Number

NAICS Code

Search by NAICS code...

or

SIC Code

Search by SIC code...

Mailing Address

Country

United States of America

Address Line 1

Address Line 2

City

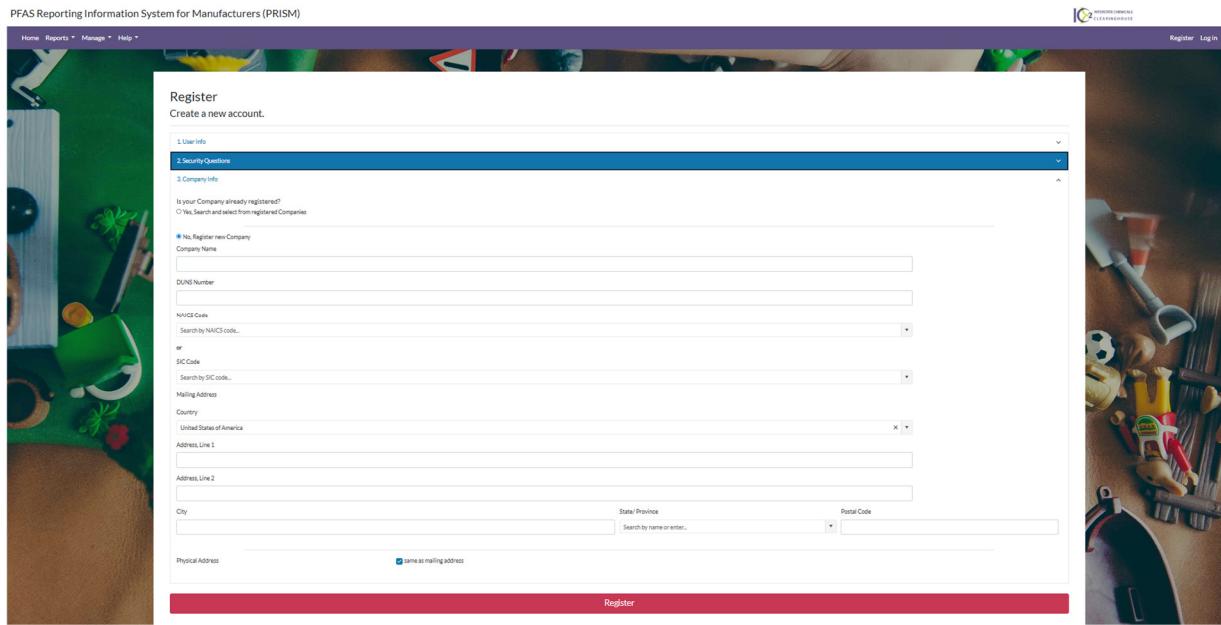
State/Province

Postal Code

Physical Address

same as mailing address

Register



Error messages will display directly below any required fields that you have not completed. You must resolve all errors before you can register.

PFAS Reporting Information System for Manufacturers (PRISM)

Home Reports Manage Help

Register

Create a new account.

1. User Info

2. Security Questions

3. Company Info

Is your Company already registered?

No, Register new Company

Yes, Search and select from registered Companies

Company Name

DUNS Number

123456789

NAICS Code

Search by NAICS code...

**Must enter either NAICS or SIC**

or

SIC Code

Search by SIC code...

**Must enter either NAICS or SIC**

Mailing Address

Country

United States of America

Address Line 1

**Required**

Address Line 2

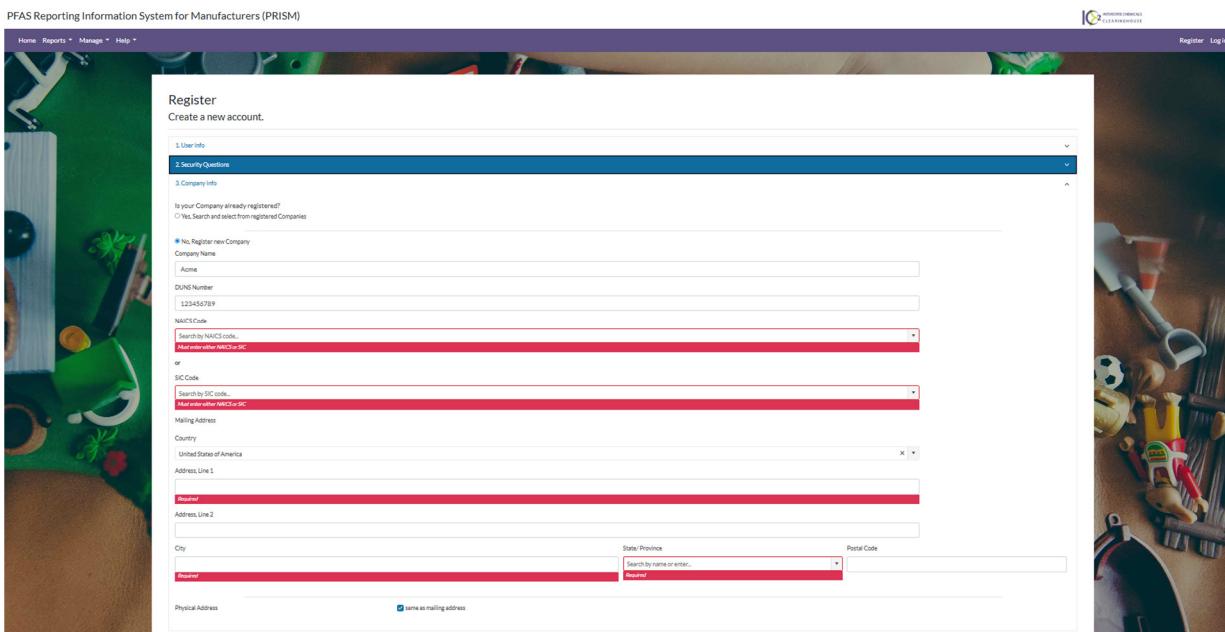
City

State/Province

Postal Code

Physical Address

same as mailing address



After you provide all required information, click the Register button.

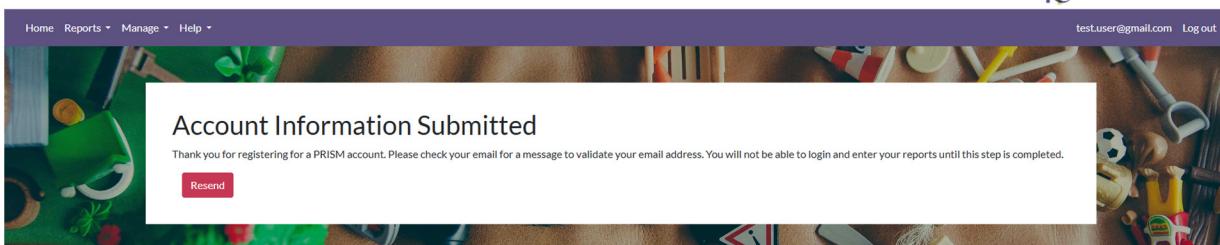
## Validate Your Email Address and Log in

- Upon clicking the Register button, PRISM will send an email to validate the email address provided during registration. You will not be able to log in until you have completed this step. If you do not receive an email to validate your email address, you may click the Resend button to have the email sent again. If you still do not see the email after clicking the Resend button, be sure to check your spam/junk folders. Note, to ensure account security, the link to validate your email address will expire 24 hours after it is sent.

PFAS Reporting Information System for Manufacturers (PRISM)

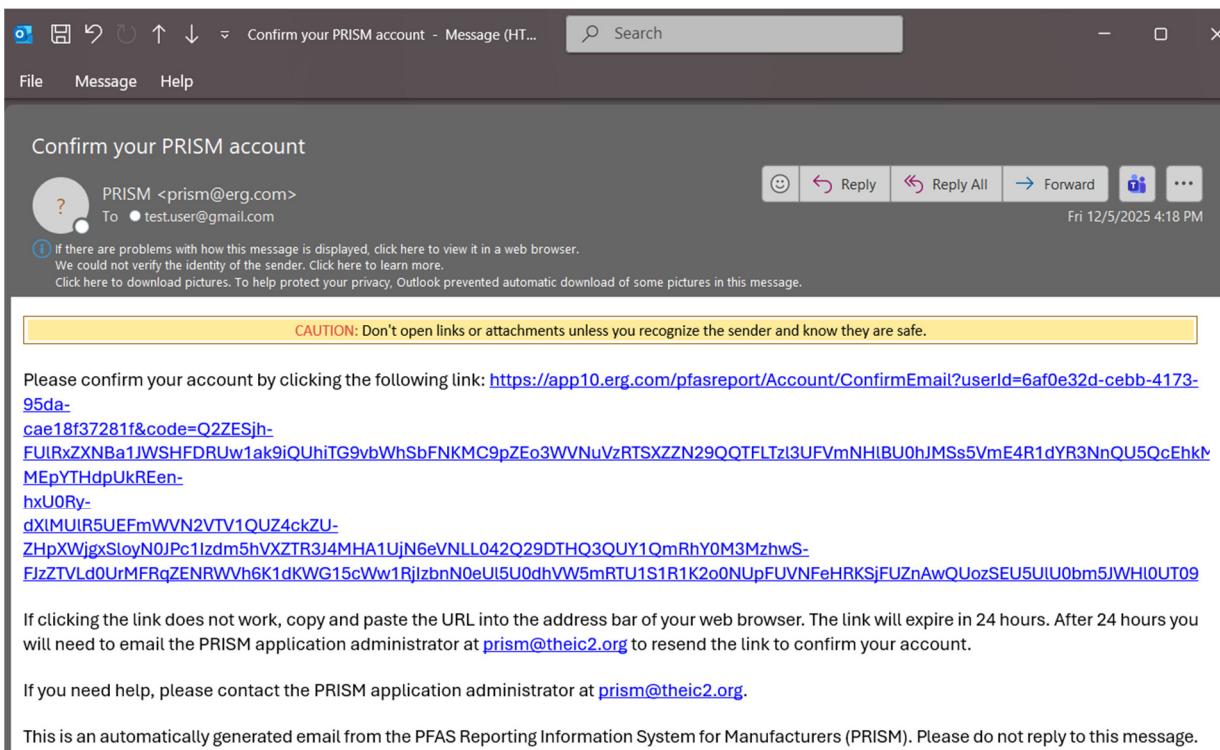


testuser@gmail.com Logout



**IMPORTANT:** Some companies have a difficult time receiving automated PRISM emails. If the emails are in your spam/junk folder, please mark [prism@theic2.org](mailto:prism@theic2.org) as a trusted sender and request a new confirmation link. If they are not, we have methods to troubleshoot. Please contact a PRISM Administrator at [prism@theic2.org](mailto:prism@theic2.org).

Check your email for a message to validate your email address. Click on the link provided in the email. You will not be able to log in until you complete this step.

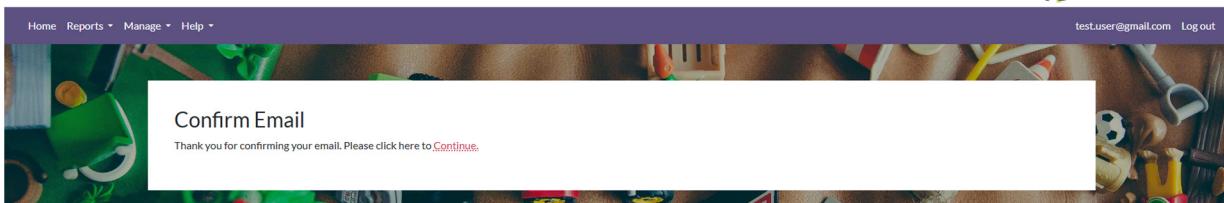


Upon clicking the link provided in the email, you will be directed to PRISM and will see a message that your email address has been confirmed.

PFAS Reporting Information System for Manufacturers (PRISM)

IC2 INTERSTATE CHEMICALS  
CLEARINGHOUSE

test.user@gmail.com Log out

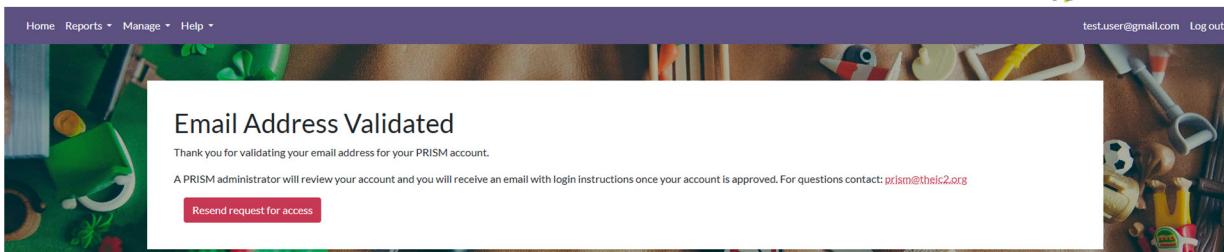


Click Continue and the page will display a message that a PRISM administrator will review your account. You will receive an email with login instructions after a PRISM administrator approves your account. Please allow at least two business days for account approval. If you are creating a new user account for an existing company account, an existing user for your company must approve your account. If you do not receive an email message alerting you that your account has been approved, you may click the Resend Request for Access button to have the request for access email sent again.

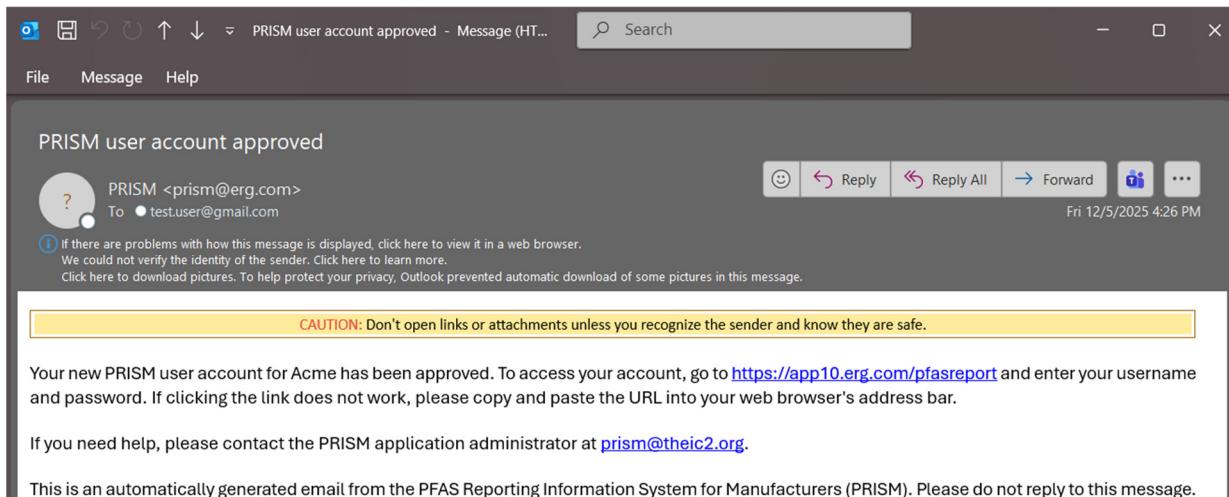
PFAS Reporting Information System for Manufacturers (PRISM)

IC2 INTERSTATE CHEMICALS  
CLEARINGHOUSE

test.user@gmail.com Log out



- Check your email for a message indicating that your PRISM user account is active, with login instructions.



PRISM user account approved

PRISM <prism@erg.com>  
To test.user@gmail.com

If there are problems with how this message is displayed, click here to view it in a web browser.  
We could not verify the identity of the sender. Click here to learn more.  
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

**CAUTION:** Don't open links or attachments unless you recognize the sender and know they are safe.

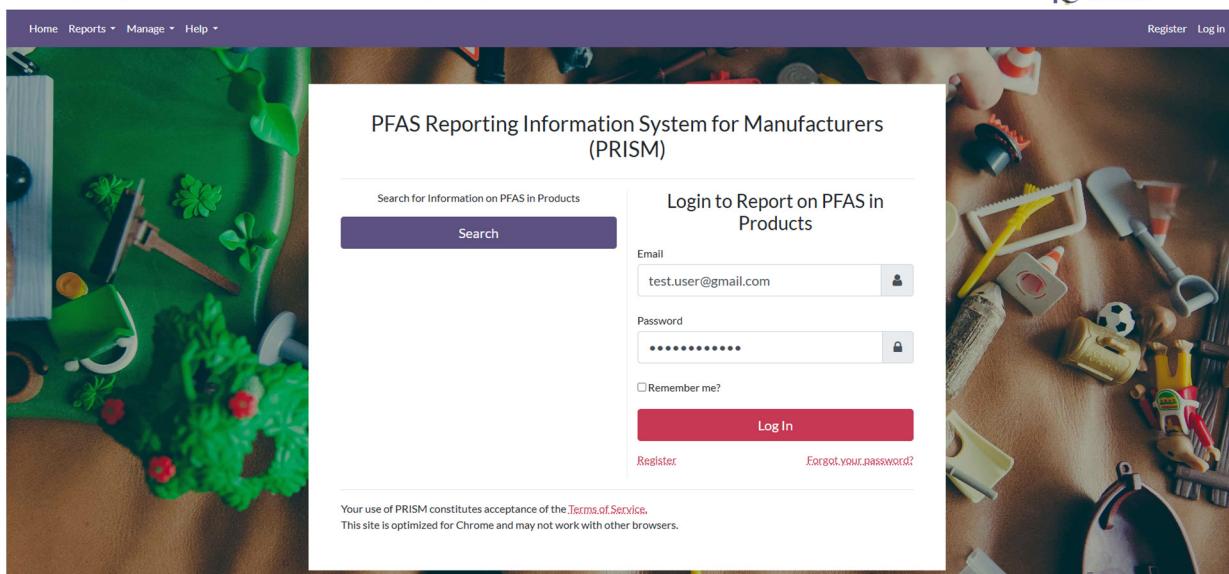
Your new PRISM user account for Acme has been approved. To access your account, go to <https://app10.erg.com/pfasreport> and enter your username and password. If clicking the link does not work, please copy and paste the URL into your web browser's address bar.

If you need help, please contact the PRISM application administrator at [prism@theic2.org](mailto:prism@theic2.org).

This is an automatically generated email from the PFAS Reporting Information System for Manufacturers (PRISM). Please do not reply to this message.

- To log in to your new user account, click on the link provided in the email or go directly to <https://prism.theic2.org>, enter your email and password, and click Log in.

PFAS Reporting Information System for Manufacturers (PRISM)



PFAS Reporting Information System for Manufacturers (PRISM)

Search for Information on PFAS in Products

Search

Login to Report on PFAS in Products

Email: test.user@gmail.com

Password:

Remember me?

Log In

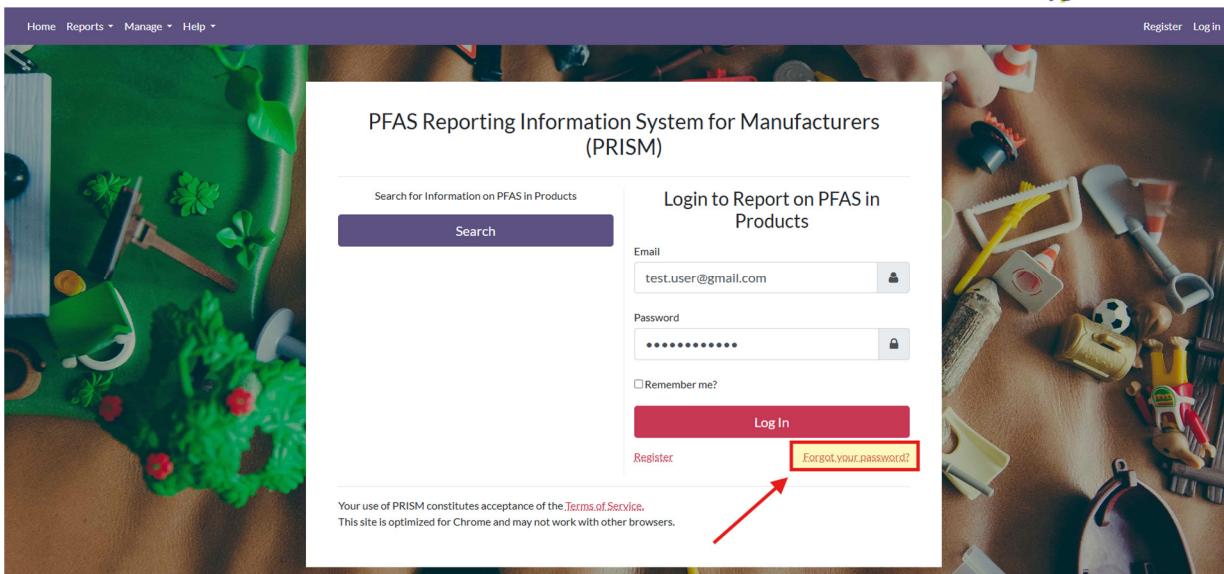
Register | Forgot your password?

Your use of PRISM constitutes acceptance of the [Terms of Service](#).  
This site is optimized for Chrome and may not work with other browsers.

## Forgot Your Password

1. Navigate to <https://prism.theic2.org>. Click on the Forgot your password? link. It is located below the Log in button.

PFAS Reporting Information System for Manufacturers (PRISM)



PFAS Reporting Information System for Manufacturers (PRISM)

Search for Information on PFAS in Products

Search

Login to Report on PFAS in Products

Email: test.user@gmail.com

Password:

Remember me?

Log In

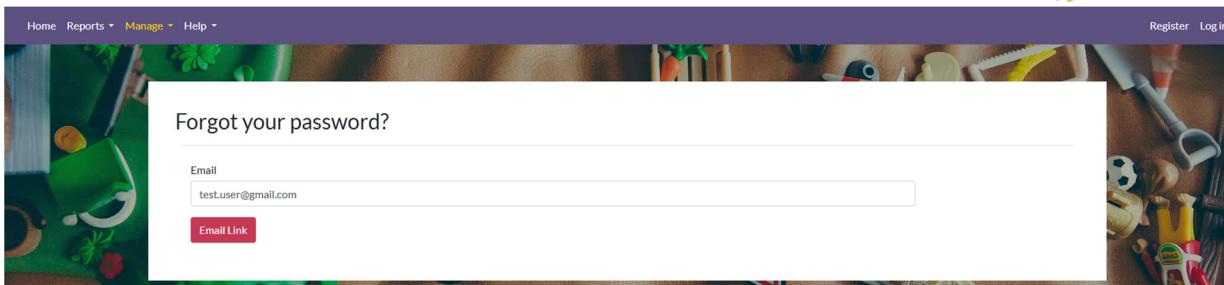
Register

[Forgot your password?](#)

Your use of PRISM constitutes acceptance of the [Terms of Service](#).  
This site is optimized for Chrome and may not work with other browsers.

2. Enter the email address associated with your user account and click the Email Link button.

PFAS Reporting Information System for Manufacturers (PRISM)



Forgot your password?

Email: test.user@gmail.com

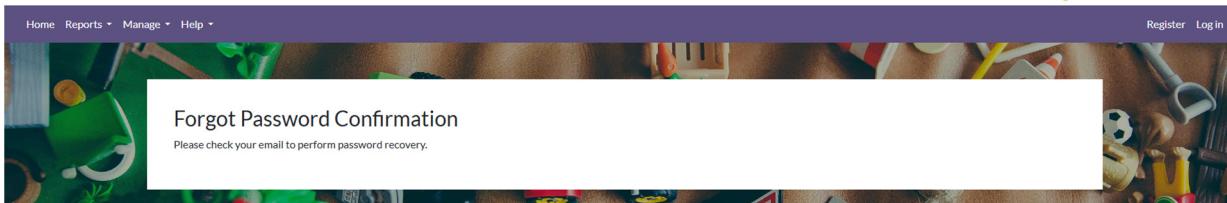
Email Link

**3. You will see a forgot password confirmation message.**

PFAS Reporting Information System for Manufacturers (PRISM)



Register Log in



**4. Check your email for a message about how to reset your account password.**

PRISM password reset

PRISM <prism@erg.com>  
To • test.user@gmail.com

Fri 12/5/2025 4:31 PM

CAUTION: Don't open links or attachments unless you recognize the sender and know they are safe.

You have requested a password reset for your PRISM account. Please click the link below and follow the instructions provided to reset your password:  
<https://app10.erg.com/pfasreport/Account/VerifyUser?us-erE-mail=test.user@gmail.com&code=Q2ZESjh-FUIRxZNBa1JWSHFDRUw1ak9lQUhaelRRR2lyQS82T01VNvK0N1l5S0pBbDVBSjvSnpCZ25nL3VpTVod2dpaVByaE1VMW5EVnNqbGUMVJYeG8yclbEx2SFE4eV8Xcks4aVpPVHpnZ2hudTJxUUIwZVR5bFdzb1pIOWtSR0pyUkduZTVDaVY5OXd5VBuS1dCaEFiRjAwS25DZk9EZnliK2JCZEZq>

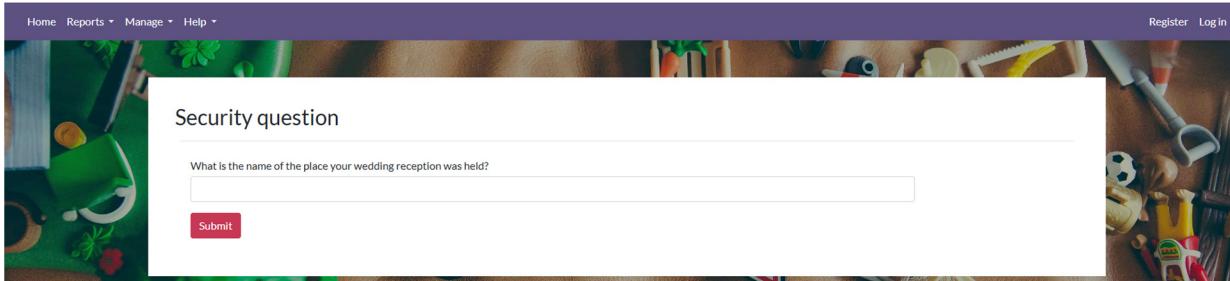
If clicking this link does not work, copy and paste the URL into the address bar of your web browser. The link will expire in 24 hours. After 24 hours you will need to email the PRISM application administrator at [prism@theic2.org](mailto:prism@theic2.org) to request a password reset again.

If you need help, please contact the PRISM application administrator at [prism@theic2.org](mailto:prism@theic2.org).

This is an automatically generated email from the PFAS Reporting Information System for Manufacturers (PRISM). Please do not reply to this message.

- Upon clicking the link provided in the email, you will be directed to PRISM, where you must answer one of the security questions that you specified during account registration. Enter the answer to the security question and click the Submit button.

PFAS Reporting Information System for Manufacturers (PRISM)

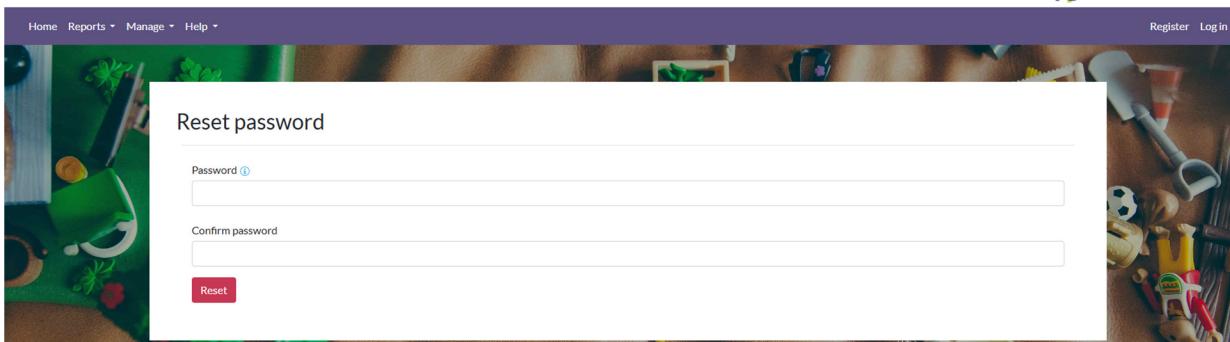
A screenshot of the PRISM interface showing a 'Security question' form. The background features a collage of various items, including a watering can, a watering hole, and a shovel. The form itself is white and contains the following text:

Security question

What is the name of the place your wedding reception was held?

- Enter and then reenter a new password and click the Reset button. You cannot use the same password more than once.

PFAS Reporting Information System for Manufacturers (PRISM)

A screenshot of the PRISM interface showing a 'Reset password' form. The background features a collage of various items, including a watering can, a watering hole, and a shovel. The form itself is white and contains the following text:

Reset password

Password (i)

Confirm password

7. You will see a message confirming that your password has been reset. Click the link to log in.

PFAS Reporting Information System for Manufacturers (PRISM)



Register Log in

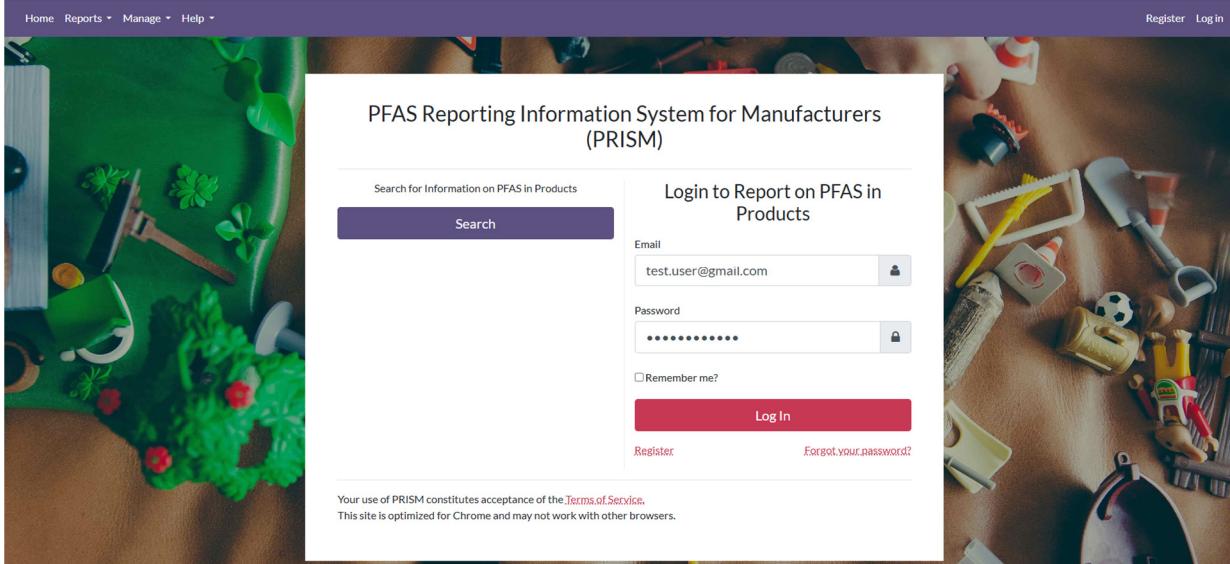


- Log in to PRISM by entering your email address and new password and then clicking the Log in button.

PFAS Reporting Information System for Manufacturers (PRISM)



Register Log in

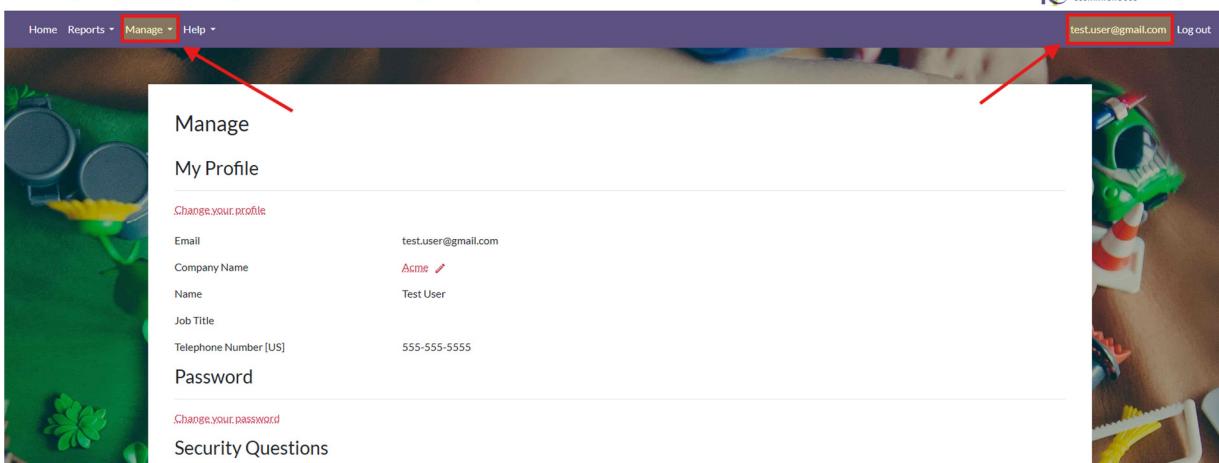


# Manage

## My Profile

- To view and edit your profile information, click Manage from the top navigation and then My Profile from the menu or use this direct link: <https://pfas.theic2.org/Manage>. You can also click the linked user and company name in the upper-right corner of the page.

PFAS Reporting Information System for Manufacturers (PRISM)



Manage

My Profile

Change your profile

Email: test.user@gmail.com

Company Name: Acme

Name: Test User

Job Title:

Telephone Number [US]: 555-555-5555

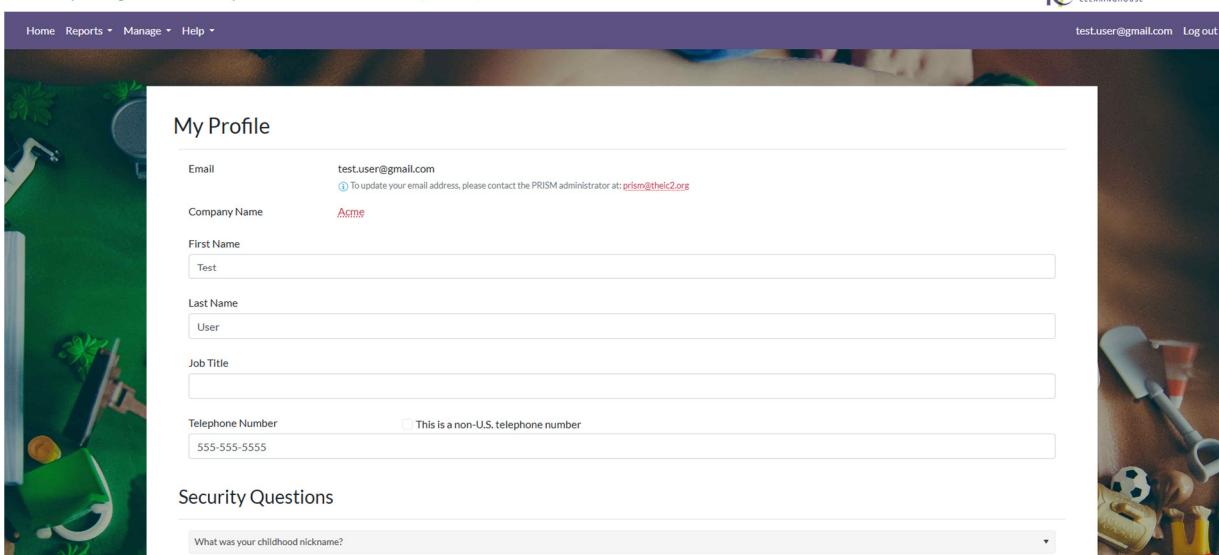
Change your password

Security Questions

test.user@gmail.com Log out

Click the “Change your profile” link to edit your name, job title, and telephone number. Note that you cannot update your email address on this page. To update your email address, please email the PRISM administrator at [prism@theic2.org](mailto:prism@theic2.org).

PFAS Reporting Information System for Manufacturers (PRISM)



My Profile

Email: test.user@gmail.com  
To update your email address, please contact the PRISM administrator at [prism@theic2.org](mailto:prism@theic2.org)

Company Name: Acme

First Name: Test

Last Name: User

Job Title:

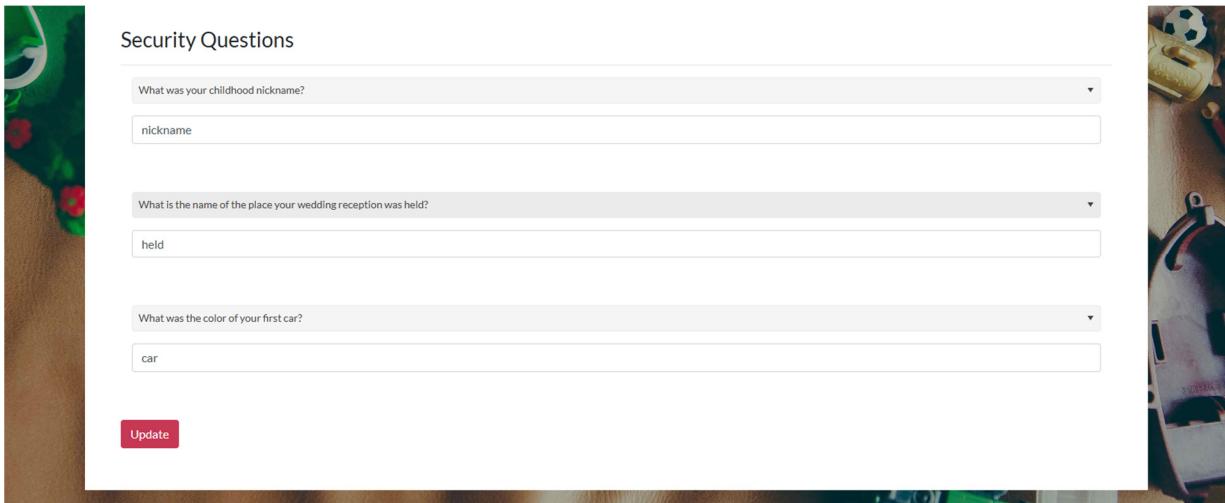
Telephone Number: 555-555-5555  
 This is a non-U.S. telephone number

Security Questions

What was your childhood nickname?

test.user@gmail.com Log out

Scroll down on this page to make changes to your security questions. Here you can edit answers to your existing security questions or select new security questions and provide new answers.



Security Questions

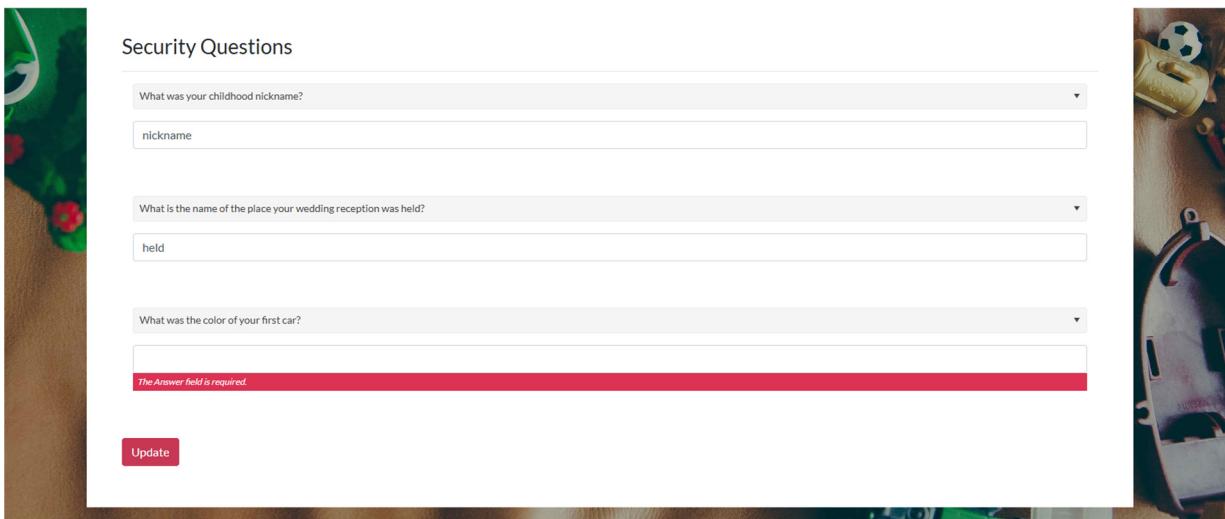
What was your childhood nickname?  
nickname

What is the name of the place your wedding reception was held?  
held

What was the color of your first car?  
car

**Update**

Once you are finished making changes to the My Profile page, click the Update button to save your changes. Error messages will display directly below any required fields that you have not completed, or that have other errors. You must resolve all errors before you can update your profile.



Security Questions

What was your childhood nickname?  
nickname

What is the name of the place your wedding reception was held?  
held

What was the color of your first car?  
*The Answer field is required.*

**Update**

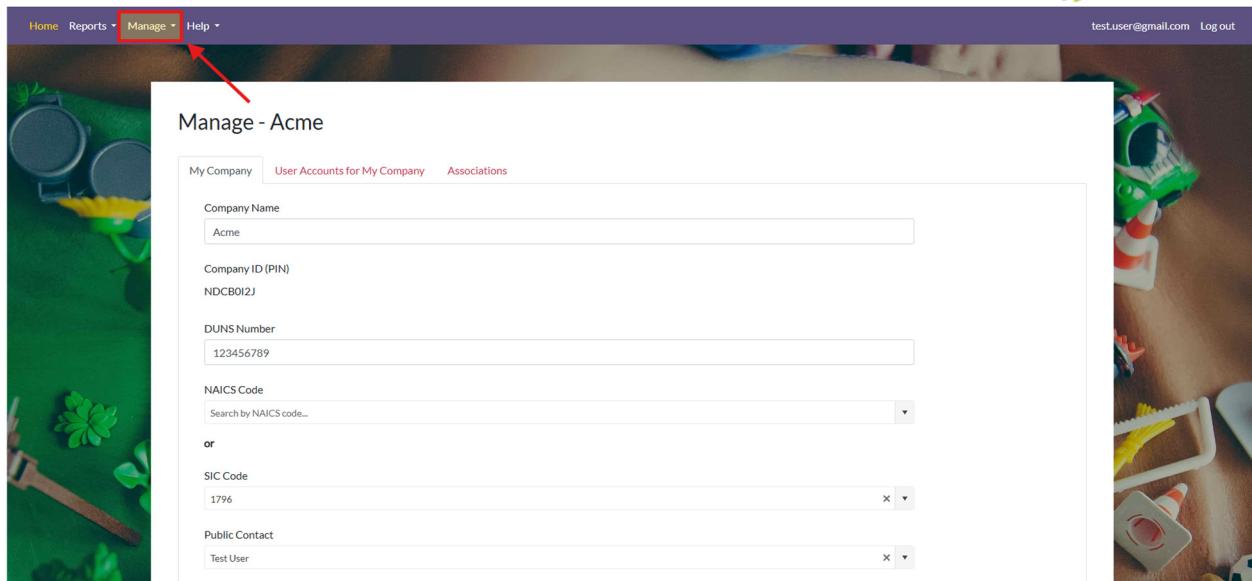
## My Company

To view and edit your company information, click Manage from the top navigation and then My Company from the menu or use this direct link: <https://prism.theic2.org/Manage/MyOrganization>.

PFAS Reporting Information System for Manufacturers (PRISM)

IC2 INTERSTATE CHEMICALS  
CLEARINGHOUSE

test.user@gmail.com Log out



Manage - Acme

My Company User Accounts for My Company Associations

Company Name  
Acme

Company ID (PIN)  
NDCB012J

DUNS Number  
123456789

NAICS Code  
Search by NAICS code...

or

SIC Code  
1796

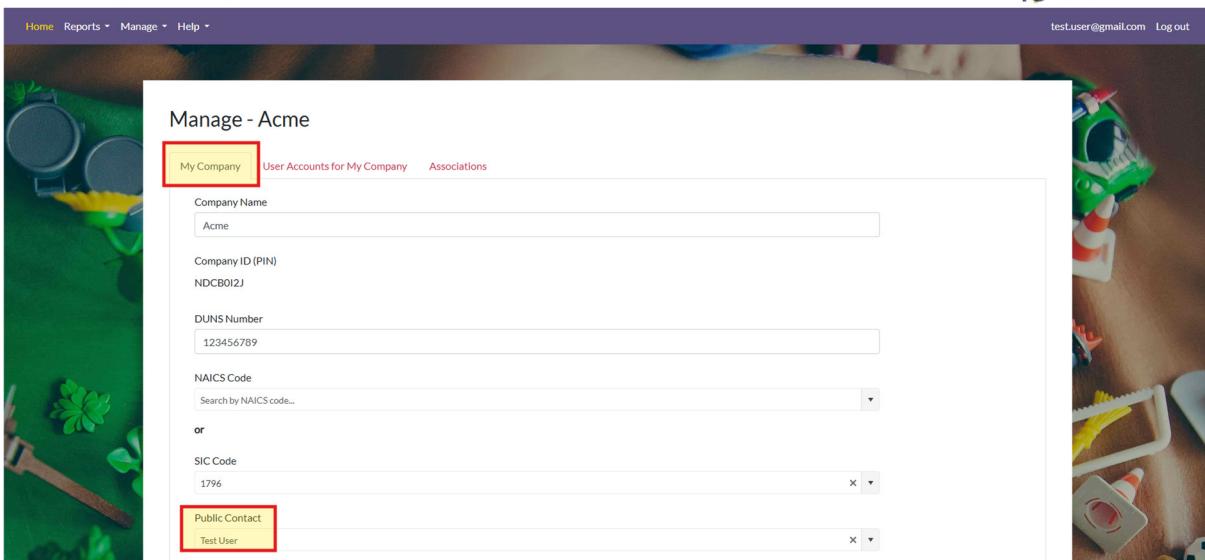
Public Contact  
Test User

- On the My Company tab, you can view and edit your company name, [DUNS number](#), and mailing and physical address details. You can also change the public contact for your company by selecting a user from the Public Contact drop-down list. Each company in PRISM must have a designated public contact. The public contact should be the person at your company who can answer questions from members of the public regarding the information reported by your company. The public contact's name, title, and contact information will be publicly disclosed with all company reports.

Please note that the first user created for a company is, by default, the company's public contact. We recommend that companies register at least two users for their company.

PFAS Reporting Information System for Manufacturers (PRISM)

IC2 INTERSTATE CHEMICALS  
CLEARINGHOUSE



Manage - Acme

My Company User Accounts for My Company Associations

Company Name  
Acme

Company ID (PIN)  
NDCB012J

DUNS Number  
123456789

NAICS Code  
Search by NAICS code...

or

SIC Code  
1796

Public Contact  
Test User

Once you are finished making changes on the My Company tab, click the Save button to save your changes. Error messages will display

directly below any required fields that you have not completed, or that have other errors. You must resolve all errors before you can save your changes.

NAICS Code  
Search by NAICS code...

or

SIC Code  
Search by SIC code...

**Must enter either NAICS or SIC**

Public Contact  
Test User

Billing Contact  
Test User

**Mailing Address**

Country  
United States of America

Address, Line 1  
1 Main St

Address, Line 2

City  
Anytown

State/ Province  
Minnesota

Postal Code  
12345

**Physical Address**

same as mailing address

**Save**

- Once saved, you will see a confirmation message that your company information has been updated.

PFAS Reporting Information System for Manufacturers (PRISM)

IC2 INTERSTATE CHEMICALS CLEARINGHOUSE

testuser@gmail.com Logout

The screenshot shows a 'Manage' page for a company profile. The profile information is as follows:

Field	Value
Email	test.user@gmail.com
Company Name	Acme
Name	Test User
Job Title	
Telephone Number [US]	555-555-5555

## User Accounts for My Company

### New User, Pending Approval

The New Users, Pending Approval table displays all new users that have requested to have user privileges for your company but have not been approved by an existing user.

- User details are displayed in the table. Click the Accept button to allow a requestor to have user privileges for your company. Reject any requestor you do not recognize, or that should not be users for your company.

PFAS Reporting Information System for Manufacturers (PRISM)

IC2 INTERSTATE CHEMICALS CLEARINGHOUSE

testuser@gmail.com Logout

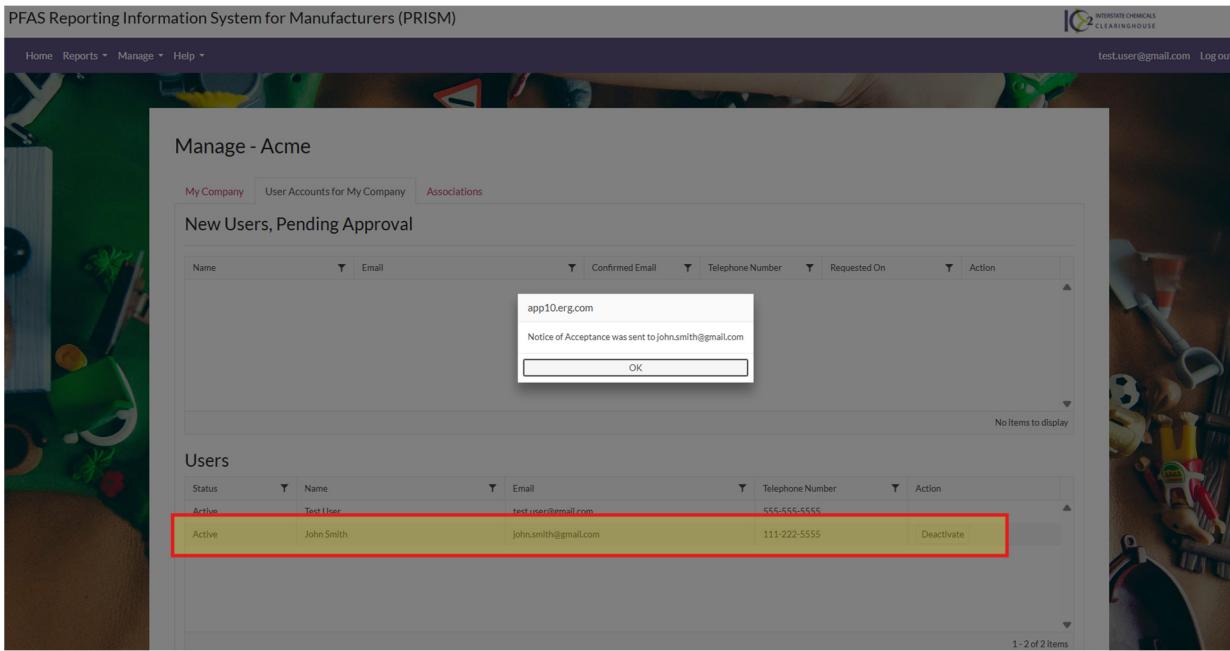
The screenshot shows the 'Manage - Acme' page. The 'User Accounts for My Company' tab is selected. Below it is a table titled 'New Users, Pending Approval' with the following data:

Name	Email	Confirmed Email	Telephone Number	Requested On	Action
John Smith	john.smith@gmail.com	Y	111-222-5555	12/5/2025 5:23 PM	<b>Accept</b> <b>Reject</b>

Below this table is another table titled 'Users' with the following data:

Status	Name	Email	Telephone Number	Action
Active	Test User	test.user@gmail.com	555-555-5555	

- Once you click the Accept button, you will see a confirmation message that a notice of acceptance was sent to the new user. The new user will now appear in the second table on the User Accounts for My Company tab.



PFAS Reporting Information System for Manufacturers (PRISM)

Home Reports Manage Help

test.user@gmail.com Log out

Manage - Acme

New Users, Pending Approval

Name	Email	Confirmed Email	Telephone Number	Requested On	Action
app10.erg.com		Notice of Acceptance was sent to john.smith@gmail.com			OK

No items to display

Users

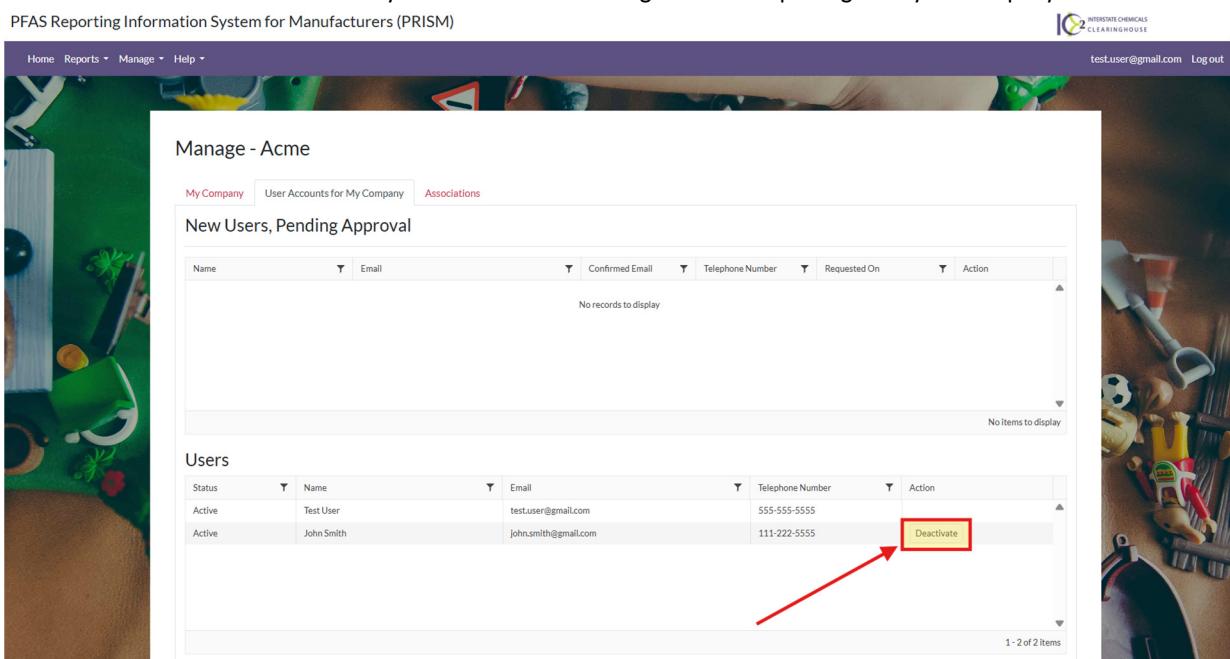
Status	Name	Email	Telephone Number	Action
Active	Test User	test.user@gmail.com	555-555-5555	Deactivate
Active	John Smith	john.smith@gmail.com	111-222-5555	Deactivate

1- 2 of 2 items

## Users

The User table displays all active and inactive users for your company. Staff turnover is common; we recommend that companies have at least two active users. *Note, PRISM does not allow the public contact to be deactivated. If you are unable to deactivate a user for your company, make sure that the user is not the public contact. If the user you want to deactivate is the public contact, you must first assign a new public contact for your company.*

1. Click the Deactivate button for any users that should no longer have user privileges for your company.



PFAS Reporting Information System for Manufacturers (PRISM)

Home Reports Manage Help

test.user@gmail.com Log out

Manage - Acme

New Users, Pending Approval

Name	Email	Confirmed Email	Telephone Number	Requested On	Action
		No records to display			

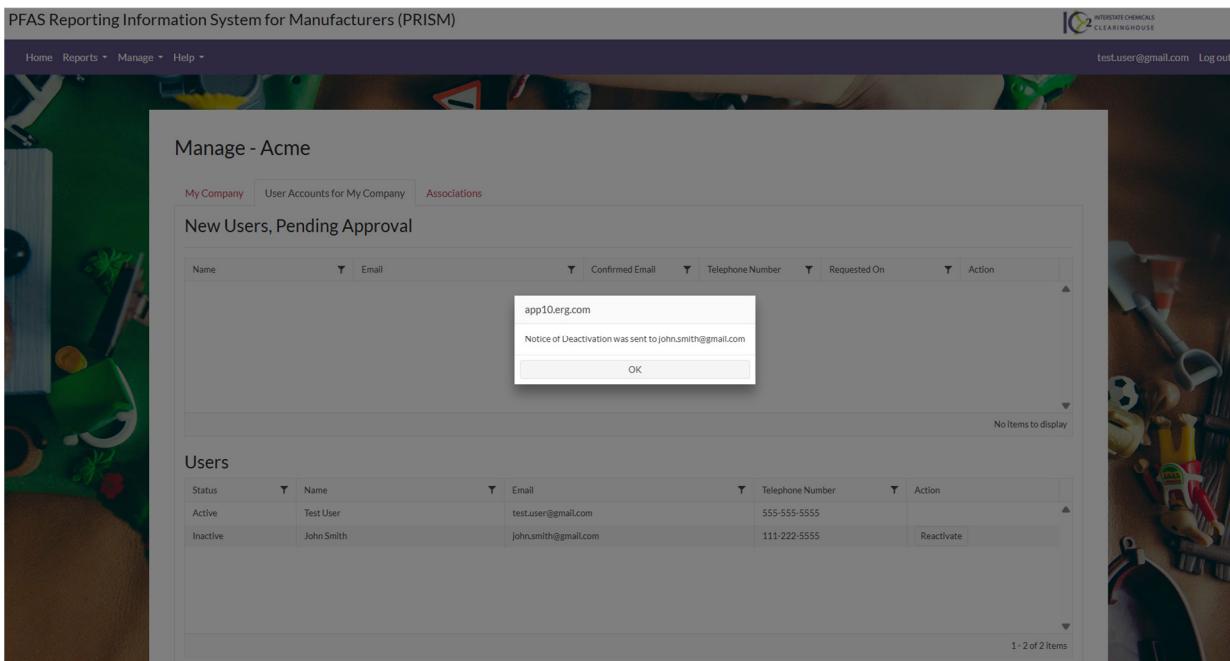
No items to display

Users

Status	Name	Email	Telephone Number	Action
Active	Test User	test.user@gmail.com	555-555-5555	
Active	John Smith	john.smith@gmail.com	111-222-5555	Deactivate

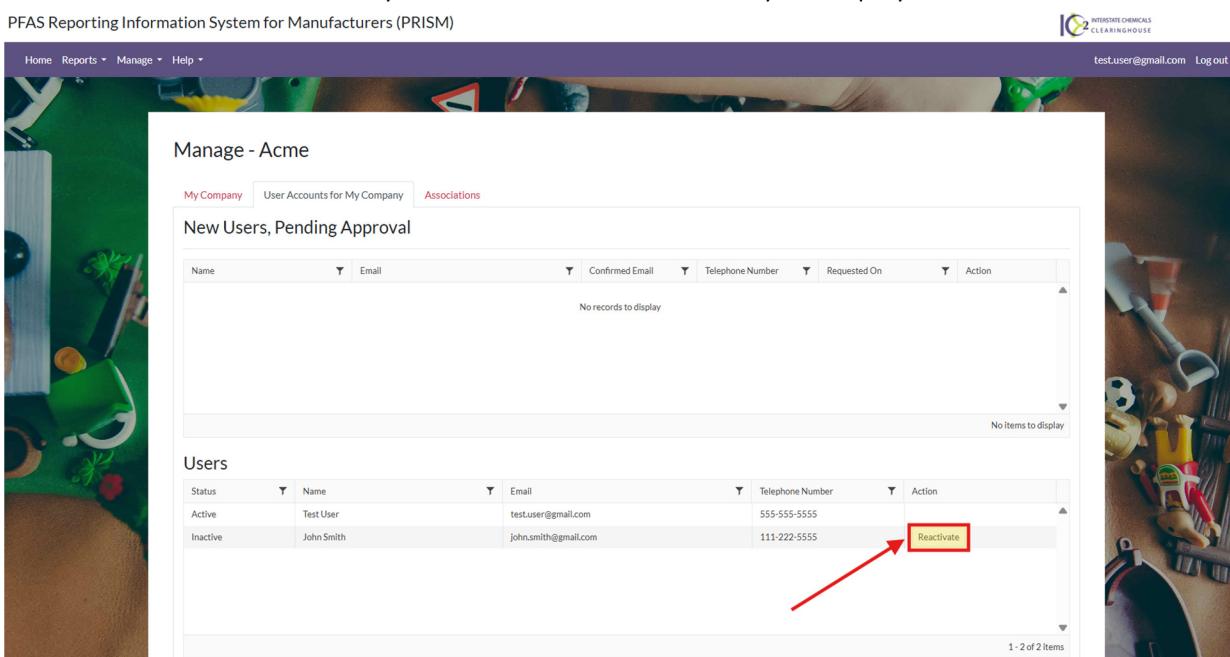
1- 2 of 2 items

2. Once you click the Deactivate button, you will see a confirmation message that a notice of deactivation was sent to the user.



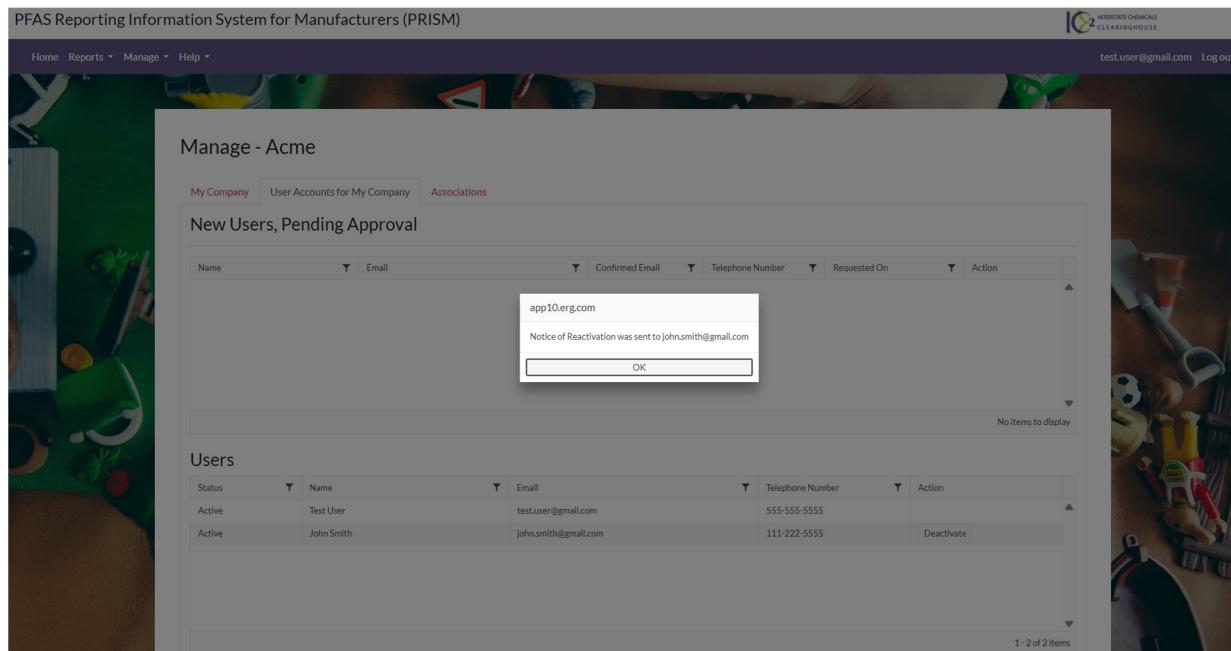
The screenshot shows the 'Manage - Acme' interface. At the top, there are three tabs: 'My Company' (selected), 'User Accounts for My Company' (highlighted in red), and 'Associations'. Below the tabs, a sub-header reads 'New Users, Pending Approval'. A table lists users with columns for Name, Email, Confirmed Email, Telephone Number, and Requested On. A modal dialog box is displayed, showing the message 'Notice of Deactivation was sent to john.smith@gmail.com' with an 'OK' button. The main table below shows two users: 'Test User' (Active) and 'John Smith' (Inactive). The 'Action' column for 'John Smith' contains a 'Reactivate' link. A message at the bottom of the table says 'No Items to display'.

3. Click the Reactivate button for any users that should be reinstated with your company.



The screenshot shows the same 'Manage - Acme' interface as the previous one, but with a different state. The 'User Accounts for My Company' tab is still selected. The 'New Users, Pending Approval' section is empty, showing 'No records to display'. The 'Users' section shows the same two users: 'Test User' (Active) and 'John Smith' (Inactive). A red arrow points to the 'Reactivate' link in the 'Action' column for 'John Smith'. The message 'No items to display' is visible at the bottom of the user table.

4. Once you click the Reactivate button, you will see a confirmation message that a notice of reactivation was sent to the user.

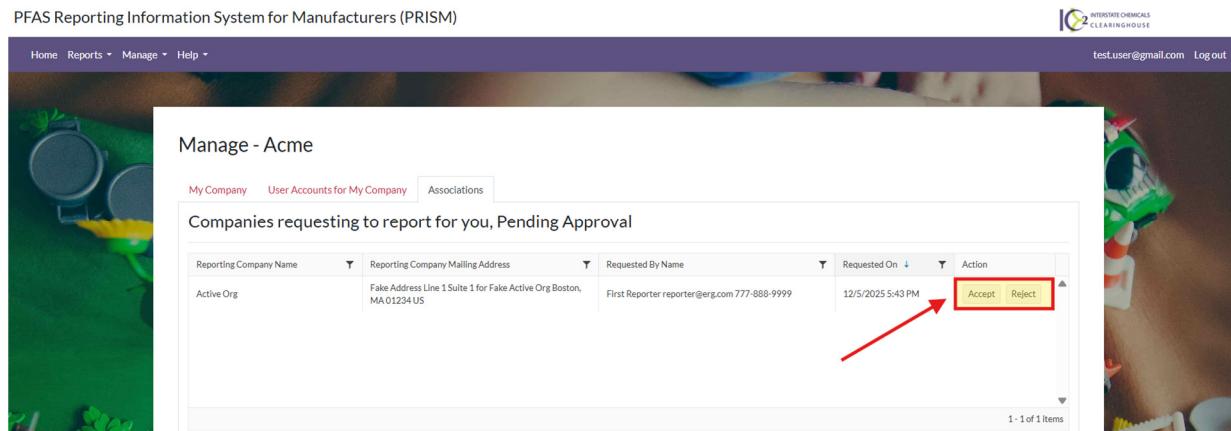


The screenshot shows the 'Manage - Acme' page in the PRISM system. The 'Associations' tab is selected. A modal window is open, displaying a message: 'Notice of Reactivation was sent to johnsmith@gmail.com'. A red box highlights the 'OK' button at the bottom of the modal. Below the modal, a table titled 'Users' shows two entries: 'Test User' and 'John Smith'. The 'Action' column for 'Test User' contains a 'Deactivate' link, and the 'Action' column for 'John Smith' contains a 'Reactivate' link.

## Associations

### *Companies Requesting to Report for You, Pending Approval*

- The first table on the Associations tab is the Companies requesting to report for you, Pending Approval table. This table includes all companies that have requested to report on behalf of your company but have not yet been approved. Company details are displayed in the table. Click the Accept button to allow a company to report for you. Reject any companies you do not recognize, or that should not report for your company.



The screenshot shows the 'Manage - Acme' page in the PRISM system. The 'Associations' tab is selected. A table titled 'Companies requesting to report for you, Pending Approval' is displayed. The table has columns for 'Reporting Company Name', 'Reporting Company Mailing Address', 'Requested By Name', 'Requested On', and 'Action'. A single row is shown: 'Active Org' with 'Fake Address Line 1 Suite 1 for Fake Active Org Boston, MA 01234 US' in the address field, 'First Reporter reporter@erg.com 777-888-9999' in the name field, '12/5/2025 5:43 PM' in the date field, and 'Accept' and 'Reject' buttons in the 'Action' column. A red box highlights the 'Accept' button, and a red arrow points to it from the bottom left.

Once you click the Accept button, you will see a confirmation message that the company has been granted authority to report on your behalf and the company will appear in the second table on this page, Companies that report for you. PRISM will send an email to the users of this company notifying them that they can report on your behalf.

PFAS Reporting Information System for Manufacturers (PRISM)

Home Reports Manage Help

IC2 INDOURE CHEMICALS CLEARINGHOUSE

testUser@gmail.com Log out

### Manage - Acme

My Company User Accounts for My Company Associations

Companies requesting to report for you, Pending Approval

Reporting Company Name	Reporting Company Mailing Address	Requested By Name	Requested On	Action
app10.org.com				OK

No Items to display

Companies that report for you

Search Companies

Status	Reporting Company Name	Reporting Company Mailing Address	Approved By Name	Approved On	Action
Active	Active Org	Fake Address Line 1 Suite 1 for Fake Active Org Boston, MA 01234 US	Test User testUser@gmail.com	555-555-5555	12/5/2025 5:49 PM Deactivate

### *Companies That Report for You*

The second table on the Associations tab is the Companies that report for you table. Using this table, you can assign companies to report for you, and deactivate companies so that they cannot report for you. To assign a company to report for you, find the company using the Search Companies feature and then click the Add button.

Companies that report for you

Search Companies

Company	PIN
Conair LLC.	m3ma47cf

Approved By Name Approved On Action

Test User testUser@gmail.com 555-555-5555 12/5/2025 5:49 PM Deactivate

1 - 1 of 1 items

Once you click the Accept button, you will see a confirmation message that the company has been granted authority to report on your behalf and the company will appear in the second table on this page, Companies that report for you. PRISM will send an email to the users of this company notifying them that they can report on your behalf.

Companies that report for you

Search Companies

Conair LLC.

Status	Reporting Company Name	Reporting Company Mailing Address	Approved By Name	Approved On	Action
Active	Active Org	Fake Address Line 1 Suite 1 for Fake Active Org Boston, MA 01234 US	Test User test.user@gmail.com 555-555-5555	12/5/2025 5:49 PM	Deactivate
Active	Conair LLC.	1 Cummings Point Rd Stamford, CT 6902 US	Test User test.user@gmail.com 555-555-5555	12/6/2025 11:11 AM	Deactivate

Companies you report for

app10.erg.com

Conair LLC. is now allowed to submit reports for your company.

OK

1 - 2 of 2 items

To deactivate companies using the Companies that report for you table, click the Deactivate button.

Companies that report for you

Search Companies

Conair LLC.

Status	Reporting Company Name	Reporting Company Mailing Address	Approved By Name	Approved On	Action
Active	Active Org	Fake Address Line 1 Suite 1 for Fake Active Org Boston, MA 01234 US	Test User test.user@gmail.com 555-555-5555	12/5/2025 5:49 PM	Deactivate
Active	Conair LLC.	1 Cummings Point Rd Stamford, CT 6902 US	Test User test.user@gmail.com 555-555-5555	12/6/2025 11:11 AM	Deactivate

1 - 2 of 2 items

Once you click the Deactivate button, you will see a confirmation message that the company was deactivated.

Companies that report for you

Search Companies

Conair LLC.

Status	Reporting Company Name	Reporting Company Mailing Address	Approved By Name	Approved On	Action
Active	Active Org	Fake Address Line 1 Suite 1 for Fake Active Org Boston, MA 01234 US	Test User test.user@gmail.com 555-555-5555	12/5/2025 5:49 PM	Deactivate

Companies you report for

app10.erg.com

Successfully deactivated 'Conair LLC.'

OK

1 - 1 of 1 items

### Companies You Report for

- The third table on the Associations tab is the Companies you report for table. This table shows you what companies your company can report for and any pending requests to report on behalf of another company.

Companies you report for						
Search Companies						
<input type="text" value="Search by name or pin..."/> <input type="button" value="Add"/>						
Status	Accountable Company Name	Accountable Company Mailing Address	Approved By Name	Approved On	Action	
Pending	Aiphone Corporation	6670 185th Ave NE Redmond, Washington 98052 US			<input type="button" value="Resend Request"/>	
Active	Active Org	Fake Address Line 1 Suite 1 for Fake Active Org Boston, MA 01234 US	First Reporter reporter@erg.com 777-888-9999	12/6/2025 11:35 AM	<input type="button" value="Deactivate"/>	

If you have pending requests, you may resend a request to report on behalf of another company by clicking the Resend Request button.

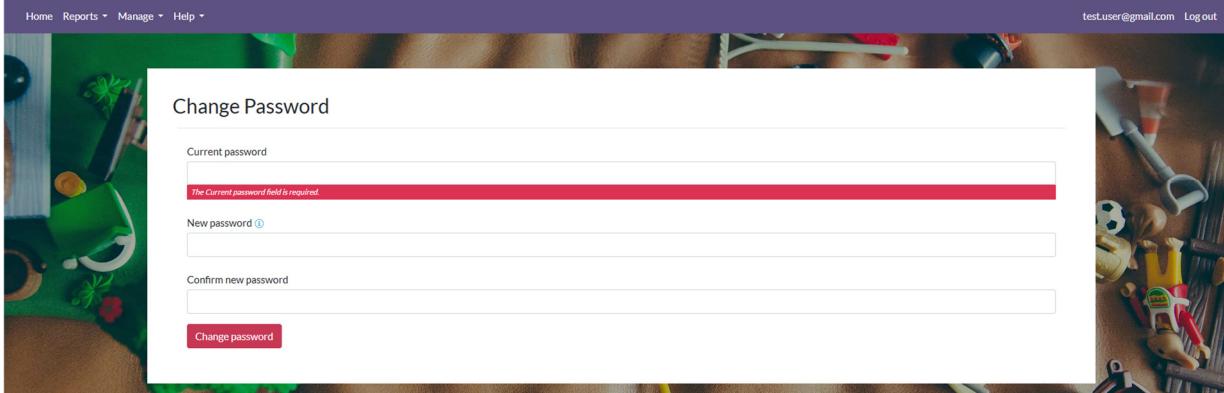
Companies you report for						
Search Companies						
<input type="text" value="Search by name or pin..."/> <input type="button" value="Add"/>						
Status	Accountable Company Name	Accountable Company Mailing Address	Approved By Name	Approved On	Action	
Pending	Aiphone Corporation	6670 185th Ave NE Redmond, Washington 98052 US			<input type="button" value="Resend Request"/>	
Active	Active Org	Fake Address Line 1 Suite 1 for Fake Active Org Boston, MA 01234 US	First Reporter reporter@erg.com 777-888-9999	12/6/2025 11:35 AM	<input type="button" value="Deactivate"/>	

To no longer report on behalf of another company, click the Deactivate button.

Companies you report for						
Search Companies						
<input type="text" value="Search by name or pin..."/> <input type="button" value="Add"/>						
Status	Accountable Company Name	Accountable Company Mailing Address	Approved By Name	Approved On	Action	
Pending	Aiphone Corporation	6670 185th Ave NE Redmond, Washington 98052 US			<input type="button" value="Resend Request"/>	
Active	Active Org	Fake Address Line 1 Suite 1 for Fake Active Org Boston, MA 01234 US	First Reporter reporter@erg.com 777-888-9999	12/6/2025 11:35 AM	<input type="button" value="Deactivate"/>	

## Change Password

- To change your password, click Manage from the top navigation and then Change Password from the menu or use this direct link: <https://prism.theic2.org/Manage/ChangePassword>.



Change Password

Current password

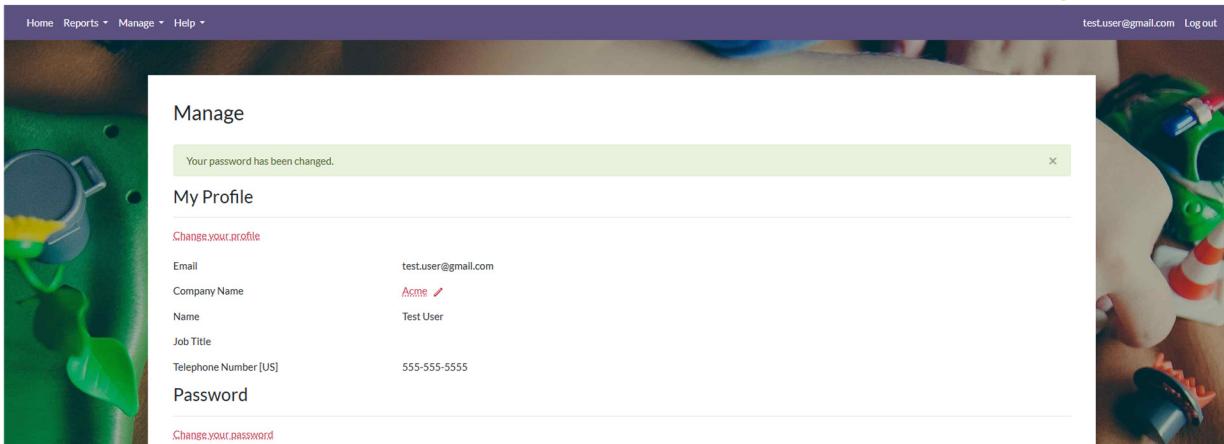
*The Current password field is required.*

New password

Confirm new password

**Change password**

- Enter your current password, new password, and confirm your new password. Your password must be a minimum of 6 characters and include at least one of each of the following: upper case letter, lower case letter, number, and special character. You cannot use the same password more than once. Once you are finished making changes, click the Change password button. Error messages will display directly below any fields that you have not completed, or that have errors. You must resolve all errors before you can change your password. Once you click the Change password button, you will see a confirmation message that your password has been changed.



Manage

Your password has been changed.

My Profile

*Change your profile*

Email	test.user@gmail.com
Company Name	Acme 
Name	Test User
Job Title	
Telephone Number [US]	555-555-5555

Password

*Change your password*

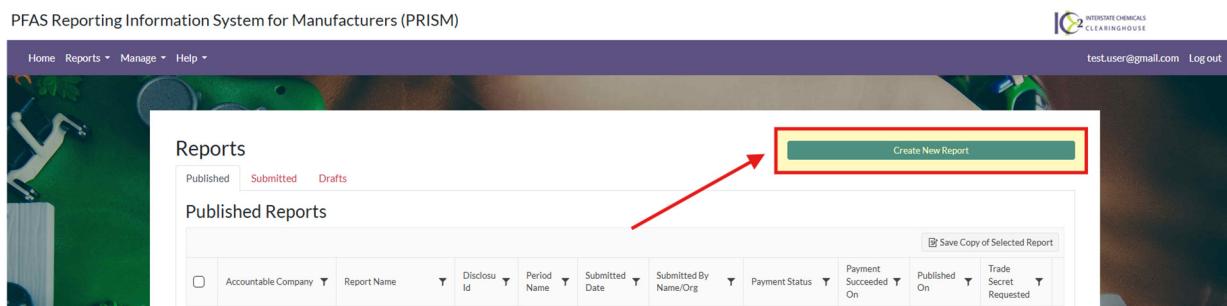
## Reports

Reports are due to Minnesota on **July 1st, 2026**. Following the initial report, updates are required when substantial changes are made to the information submitted in the initial report.

### Create a Report

To create a report, click Reports from the top navigation and then Create Report from the menu or use this direct link: <https://prism.theic2.org/Reports>.

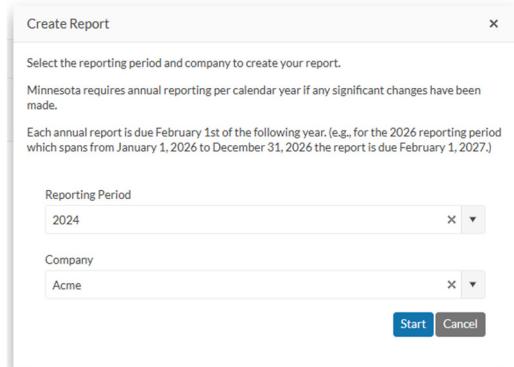
1. To create a new report, click the Create New Report button.



The screenshot shows the PRISM interface with the following details:

- Header: PFAS Reporting Information System for Manufacturers (PRISM)
- Top navigation: Home, Reports, Manage, Help
- User info: testUser@gmail.com, Logout
- Main content: Reports page with 'Published', 'Submitted', and 'Drafts' tabs. The 'Published' tab is selected.
- Table: Published Reports with columns: Accountable Company, Report Name, Disclosure Id, Period Name, Submitted Date, Submitted By Name/Org, Payment Status, Payment Succeeded On, Published On, Trade Secret Requested.
- Action: A red box highlights the 'Create New Report' button in the top right corner of the table.

2. Next, in the pop-up window, select the Reporting Period and Company, and then the Start button. If your company has authority to submit reports on behalf of other companies, then those companies will appear in the Company drop-down. Otherwise, only your company will appear in the drop-down.



The 'Create Report' pop-up window contains the following information:

- Header: Create Report
- Text: Select the reporting period and company to create your report. Minnesota requires annual reporting per calendar year if any significant changes have been made. Each annual report is due February 1st of the following year (e.g., for the 2026 reporting period which spans from January 1, 2026 to December 31, 2026 the report is due February 1, 2027.)
- Form fields:
  - Reporting Period: 2024
  - Company: Acme
- Buttons: Start, Cancel

3. The resulting page displays a data entry table to enter brand name product model report details.

Step 1. Create Report for Minnesota

Acme

Public Contact [\(i\)](#) Test User (test.user@gmail.com)

Report Name [\(i\)](#) Report for Acme (12/8/2025)

Reporting Period 2024

Cancel Save & Exit

Upload Validate Show Validation Rules Show All Errors Save

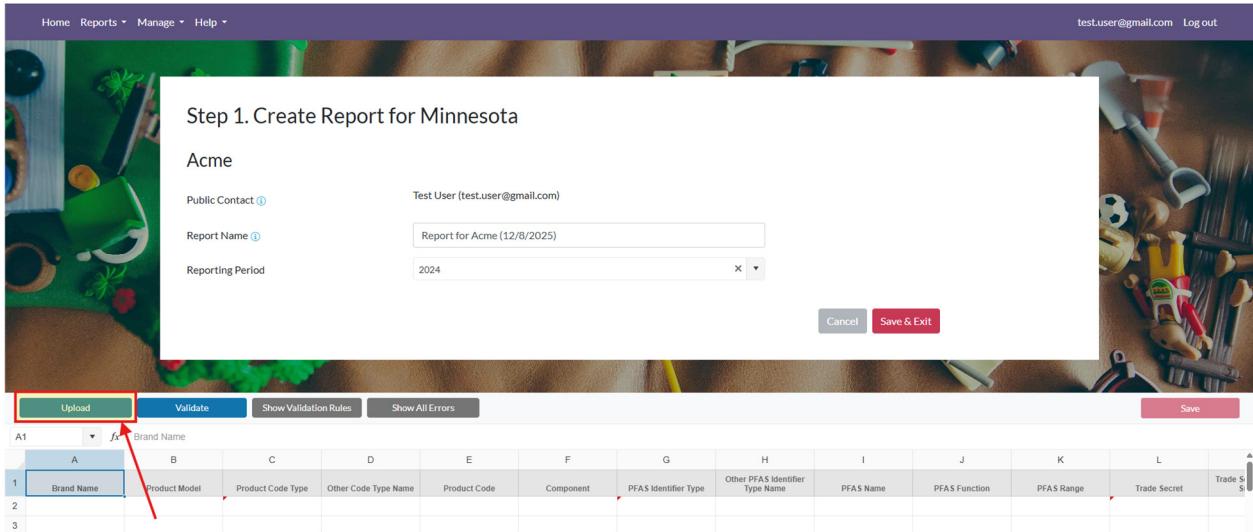
A1	A	B	C	D	E	F	G	H	I	J	K	L	Trade S
1	Brand Name	Product Model	Product Code Type	Other Code Type Name	Product Code	Component	PFAS Identifier Type	Other PFAS Identifier Type Name	PFAS Name	PFAS Function	PFAS Range	Trade Secret	
2													
3													

On this page, the buttons perform the following actions:

- **Cancel** exits to the home page without saving the data and is only active after you create, edit, or delete data on the page.
- **Save & Exit** saves the entered data and returns the user to the home page. Data must be valid to save.
- **Upload** prompts the user to select a file to upload report data (see additional details below).
- **Validate** validates the data entered on the page. If there is data that doesn't follow the validation rule, then a pop-up window will communicate the first row with validation errors. Table cells with validation errors will display with red highlights.
- **Show Validation Rules** opens a browser tab with all the validation rules.
- **Show All Errors** displays information about all the validation errors. Table cells with validation errors will display with red highlights.
- **Save** saves the entered data and stays on the report page. This button is only active after data changes are made to a report.

The report name and reporting period are also editable on this page and save immediately. The [validation rules](#) page provides a detailed description of the rules that the data must follow, including whether the data element (i.e., column in the spreadsheet) is required, and any formatting rules. Many of the data elements include drop-down picklists to improve data accuracy.

4. You may enter brand name product model report details manually or by importing data. To import data, click the Upload button and in the resulting pop-up window, download the template.



Step 1. Create Report for Minnesota

Acme

Public Contact: Test User (test.user@gmail.com)

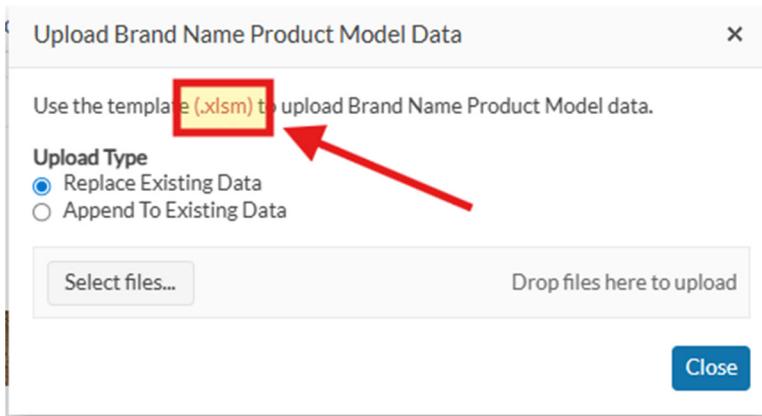
Report Name: Report for Acme (12/8/2025)

Reporting Period: 2024

Buttons: Cancel, Save & Exit, Save

Table Headers: A1, A, B, C, D, E, F, G, H, I, J, K, L, Trade S

Table Columns: Brand Name, Product Model, Product Code Type, Other Code Type Name, Product Code, Component, PFAS Identifier Type, Other PFAS Identifier Type Name, PFAS Name, PFAS Function, PFAS Range, Trade Secret, Trade S



Upload Brand Name Product Model Data

Use the template (.xlsm) to upload Brand Name Product Model data.

Upload Type

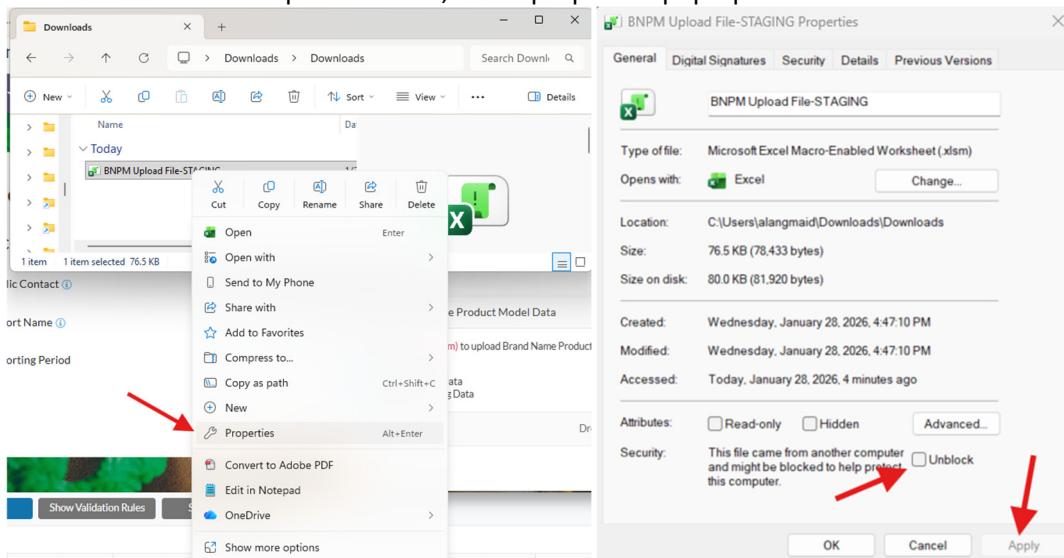
Replace Existing Data

Append To Existing Data

Select files... Drop files here to upload

Close

If you use the Brand Name Product Model Template, after downloading the template, you will need to unblock the file and enable macros before entering data into the template. To unblock the file, right click on the file and click Properties. Then, in the properties pop-up check the box next to “Unblock” and apply.



BNPM Upload File-STAGING Properties

General

Type of file: Microsoft Excel Macro-Enabled Worksheet (.xlsm)

Opens with: Excel

Location: C:\Users\langmaid\Downloads\Downloads

Size: 76.5 KB (78,433 bytes)

Size on disk: 80.0 KB (81,920 bytes)

Created: Wednesday, January 28, 2026, 4:47:10 PM

Modified: Wednesday, January 28, 2026, 4:47:10 PM

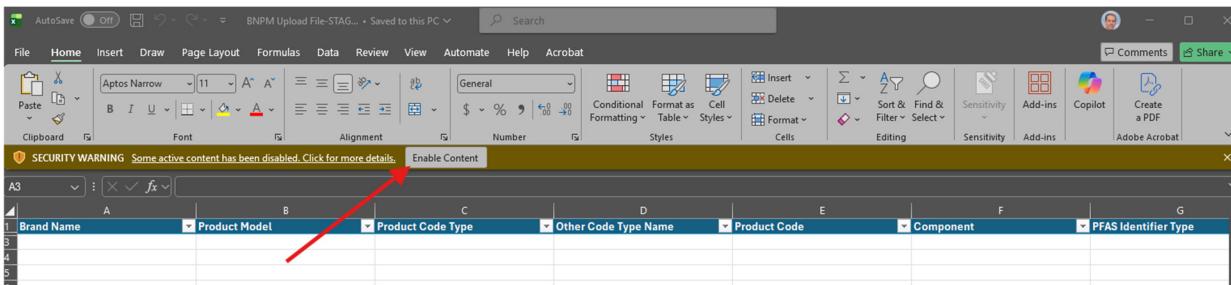
Accessed: Today, January 28, 2026, 4 minutes ago

Attributes:  Read-only  Hidden Advanced...

Security: This file came from another computer and might be blocked to help protect this computer.  Unblock

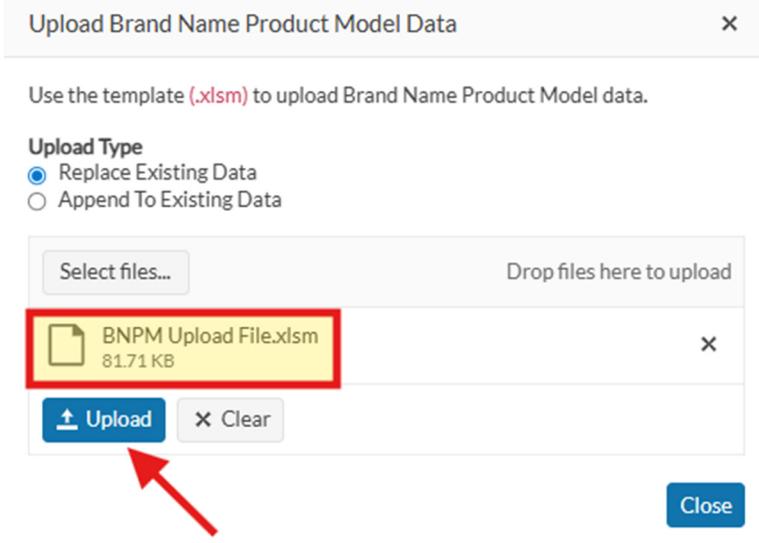
OK Cancel Apply

To enable macros, open the file and click the Enable Content button.

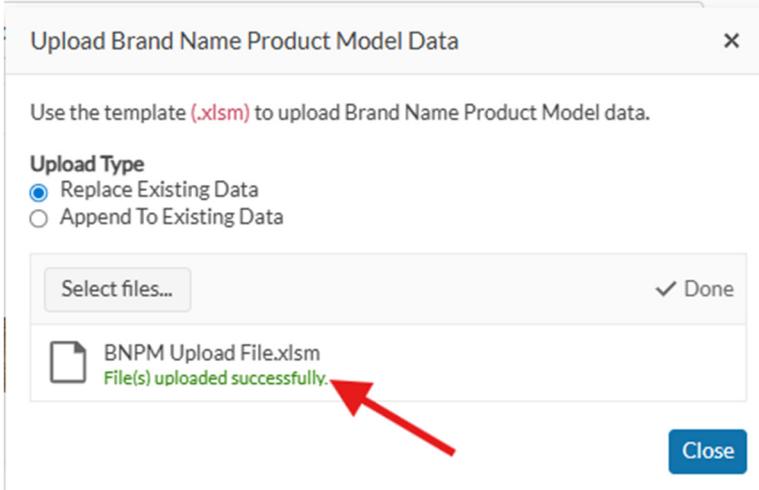


The data entered into the template must follow the [validation rules](#). The template includes picklists to help you follow these rules, and the cell will turn red if the cell contents violate the cell validation rules. You can paste data into the template, but the entered values must correspond to the pick list values. The PFAS (Reference) tab provides a list of valid PFAS and their corresponding CARN, TSCARN and EC codes, where available. If the validation rules are not followed, then the file will not upload.

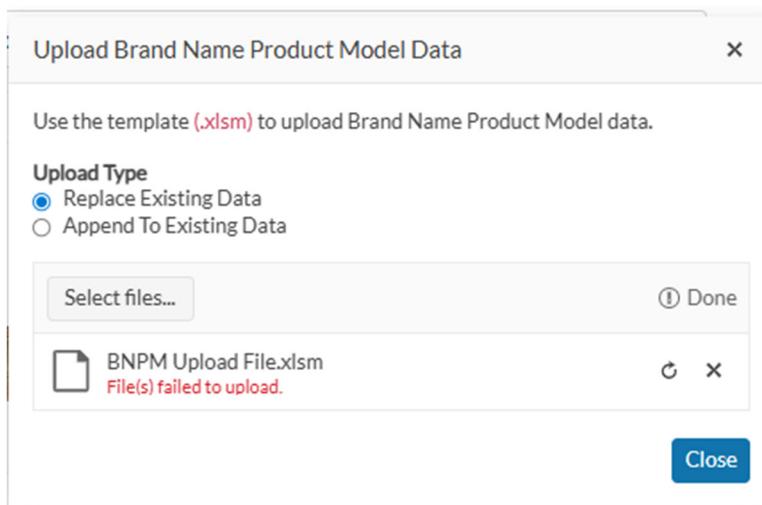
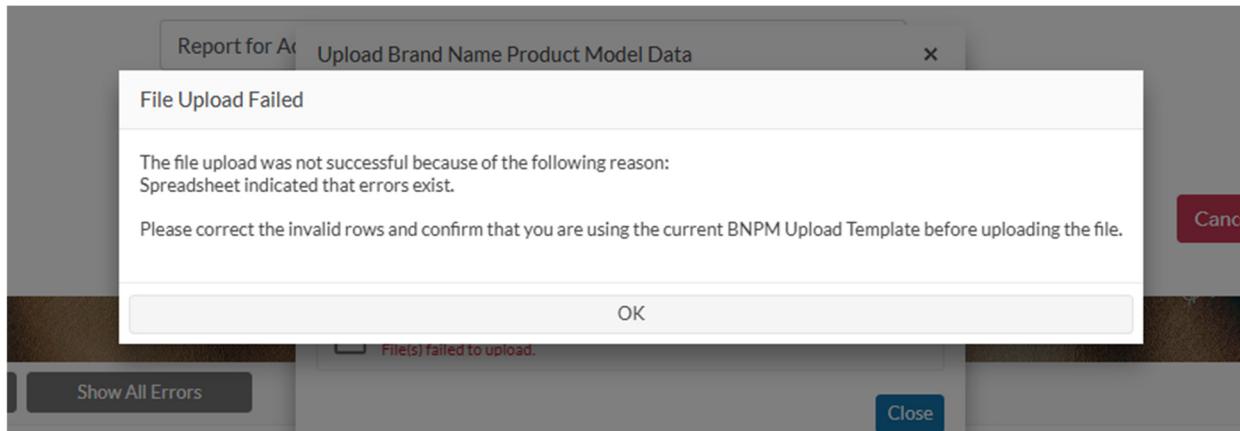
When you are ready to upload an Excel file, click the Select files... button to select the file for upload. The file will appear under the Select files... button. Click the Upload button to upload the file to your report.



When the upload is complete, the message 'File(s) uploaded successfully' will appear under the file name.



If the file selected for upload does not follow the validation rules, then a pop-up window will display after attempting to upload the file and a second pop-up will include the message 'File(s) failed to upload'.



If the file upload was successful, click the Close button to remove the pop-up window and reveal the uploaded data in the spreadsheet.

PFAS Reporting Information System for Manufacturers (PRISM)

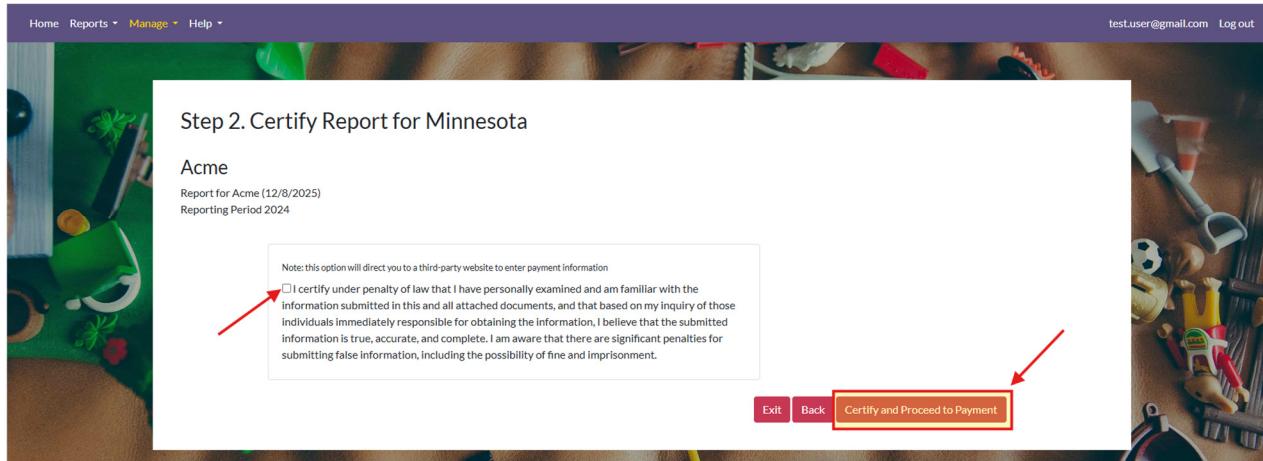
IC2 INTERSTATE CHEMICALS CLEARINGHOUSE

testuser@gmail.com Log out

After uploading data, you may continue to add, edit, and delete data. When you are finished editing your report, click the Save & Exit button to save the data and return to the home page.

## Certify a Report

After clicking the Proceed to Certification button on the report page you will see the following page.  
PFAS Reporting Information System for Manufacturers (PRISM)



Step 2. Certify Report for Minnesota

Acme

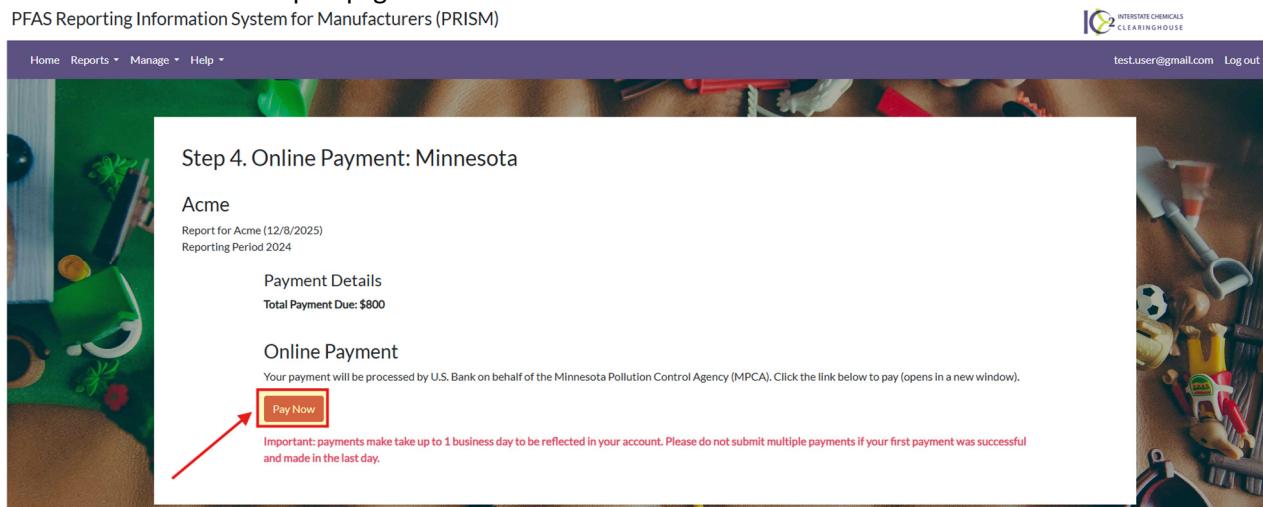
Report for Acme (12/8/2025)  
Reporting Period 2024

Note: this option will direct you to a third-party website to enter payment information

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this and all attached documents, and that based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

Exit Back Certify and Proceed to Payment

To proceed to payment from this page, click the box next to the certification statement and then click the Certify and Proceed to Payment button. You may also click the Exit button to return to the home page, or the Back button to return to the report page.



Step 4. Online Payment: Minnesota

Acme

Report for Acme (12/8/2025)  
Reporting Period 2024

Payment Details

Total Payment Due: \$800

Online Payment

Your payment will be processed by U.S. Bank on behalf of the Minnesota Pollution Control Agency (MPCA). Click the link below to pay (opens in a new window).

**Pay Now**

Important: payments may take up to 1 business day to be reflected in your account. Please do not submit multiple payments if your first payment was successful and made in the last day.

On the next page, click the Pay Now button. The Pay Now button will open a new browser tab where you can process payment with MPCA's payment processor, U.S. Bank. Enter the Contact Information and Payment Method to complete payment.



## Make a Payment

### My Payment

#### PFAS Registration

Amount Due \$800.00

### Payment Information

Frequency One Time

Payment Amount \$800.00

Payment Date Pay Now

### Contact Information

First Name Test

Last Name User

Company (Optional) Acme

Address 1 1 Main St

Address 2 (Optional)

City/Town Anytown

State/Province/Region Minnesota

Zip/Postal Code 12345

Country US

Phone Number 5555555555

Email Address test.user@gmail.com

### Payment Method

Payment Method Credit/Debit Card

Card Number 4111111111111111



Expiration Date 03 2028

Card Security Code 111

Card Billing Address  Use my contact information address  
 Use a different address

A service fee will be charged for this transaction. This fee amount will display on the next page where you will be able to cancel or confirm your payment.

[Continue](#) [Cancel](#)



[Customer Service](#) | [Help](#) | [Privacy Policy](#) | [Security](#)

Next, click the Confirm button to confirm payment.



## Review Payment

Please review the information below and select Confirm to process your payment. Select Back to return to the previous page to make changes to your payment.

### Payment Details

**Description** Pollution Control Agency  
PFAS Registration  
<http://www.pca.state.mn.us/>  
**Payment Amount** \$800.00  
**Service Fee** \$17.20  
**Total Amount** \$817.20  
**Payment Date** 12/08/2025

### Payment Method

**Payer Name** Test User  
**Card Number** \*1111  
**Expiration Date** Mar-2028  
**Card Type** Visa  
**Confirmation Email** test.user@gmail.com

### Billing Address

**Address 1** 1 Main St  
**City/Town** Anytown  
**State/Province/Region** Minnesota  
**Zip/Postal Code** 12345  
**Country** United States

### Contact Information

**First Name** Test  
**Last Name** User  
**Company** Acme  
**Address 1** 1 Main St  
**City/Town** Anytown  
**State/Province/Region** Minnesota  
**Zip/Postal Code** 12345  
**Country** United States  
**Phone Number** 5555555555  
**Email Address** test.user@gmail.com

A service fee will be charged for this transaction. The fee will be added to the amount of your transaction and is in addition to any fees that may be charged by your financial institution.

**Confirm** [Back](#)

powered by

[Customer Service](#) | [Help](#) | [Privacy Policy](#) | [Security](#)

After clicking the Confirm button, a confirmation page will be displayed.



Exit

## Confirmation

Please keep a record of your Confirmation Number, or [print this page](#) for your records.

Confirmation Number **X15X15000001646**

### Payment Details

**Description** Pollution Control Agency  
PFAS Registration  
<http://www.pca.state.mn.us/>

**Payment Amount** \$800.00

**Service Fee** \$17.20

**Total Amount** \$817.20

**Payment Date** 01/28/2026

**Status** PROCESSED

### Payment Method

**Payer Name** Test User

**Card Number** \*1111

**Card Type** Visa

**Confirmation Email** test.user@gmail.com

### Billing Address

**Address 1** 1 Main St

**City/Town** Anytown

**State/Province/Region** Minnesota

**Zip/Postal Code** 12345

**Country** United States



[Customer Service](#) | [Help](#) | [Privacy Policy](#) | [Security](#)

Close the window or click the Exit button at the top right of the window to return to the PRISM application.

## Submitted Reports

To access submitted reports, click Reports from the top navigation and select My Reports from the menu. Then, click on the Submitted tab.

Accountable Company	Report Name	Disclosure Id	Period Name	Submitted Date	Submitted By Name/Org	Payment Status	Payment Succeeded On	Trade Secret Requested	Edit In Progress
Active Org	Report for Active Org (9/10/2025)	MN-YPKAOA3	2024	9/10/2025 8:40 PM	First Reporter (reporter@erg.co... (Active Org))	Not Needed		No	No
Active Org	Report for Active Org (9/10/2025)	MN-GG3IV92	2022	9/10/2025 1:40 PM	First Reporter (reporter@erg.co... (Active Org))	Not Needed		No	No
Aiphone Corporation	Report for Aiphone Corporation (9/9/2025)	MN-C4BJ11M	2022	9/9/2025 2:36 PM	First Reporter (reporter@erg.co... (Active Org))	Complete	9/12/2025 4:32 PM	No	No
Active Org	Report for Active Org (5/28/2025)	MN-WO9GN...	2024	9/5/2025 2:28 PM	First Reporter (reporter@erg.co... (Active Org))	Not Needed		No	No

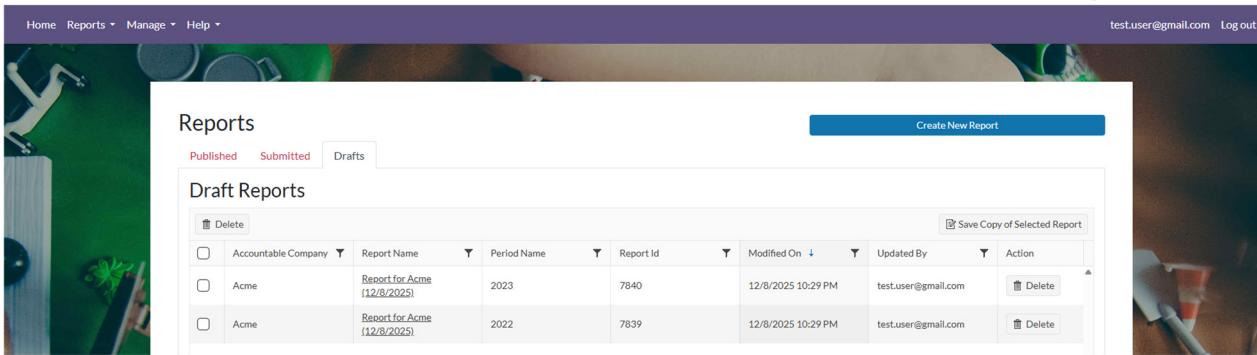
On the Submitted tab are all the submitted reports from companies for which you have authority to submit. Click a report name to view the report.

To save a copy of a submitted report, first select the report and then click the Save Copy of Selected Report button. In the pop-up box, enter the Reporting Period and Company using the drop-down lists and click the Start button.

After you click the Create Copy button, the copy of the report will open, and you can edit, add, and delete data in the report.

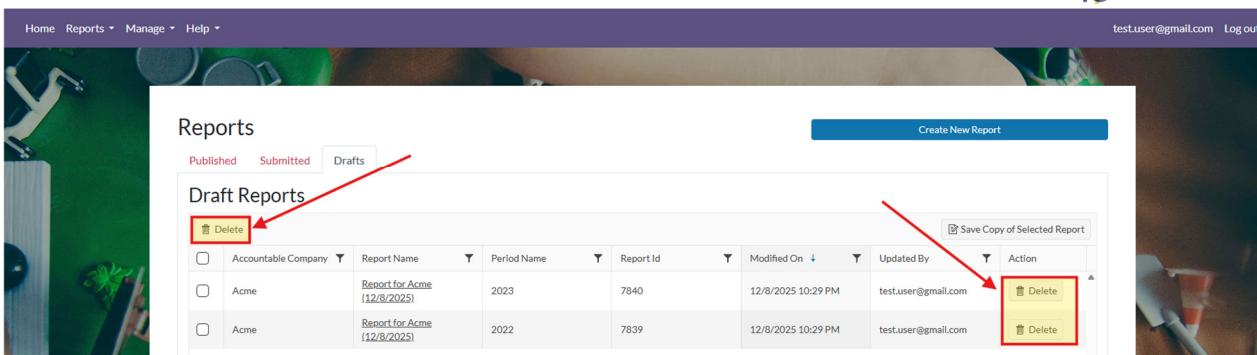
## Draft Reports

To access draft reports, click Reports from the top navigation and select My Reports from the menu. Then, click on the Drafts tab.



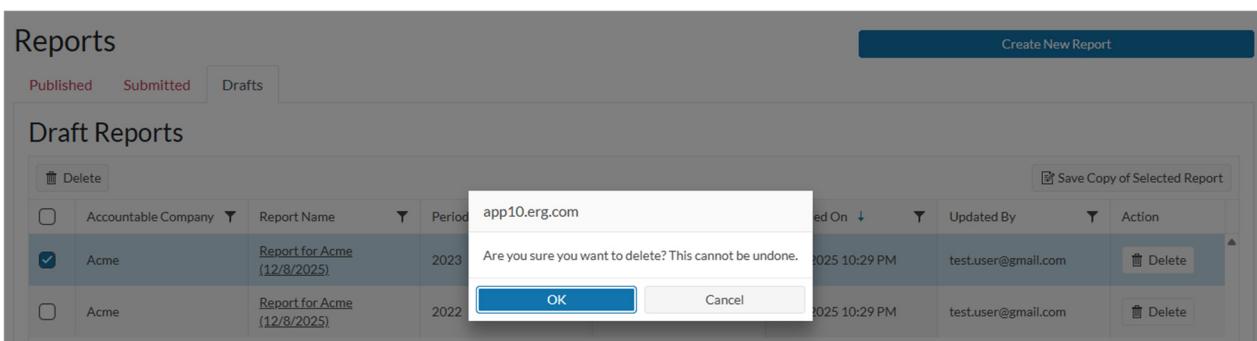
<input type="checkbox"/>	Accountable Company	Report Name	Period Name	Report Id	Modified On	Updated By	Action
<input type="checkbox"/>	Acme	Report for Acme (12/8/2025)	2023	7840	12/8/2025 10:29 PM	test.user@gmail.com	
<input type="checkbox"/>	Acme	Report for Acme (12/8/2025)	2022	7839	12/8/2025 10:29 PM	test.user@gmail.com	

On the Drafts tab are all saved draft reports. Click a report name to edit the report. Delete reports using the Delete buttons. You can delete drafts one by one using the Delete buttons in the table rows or select to delete one or more reports using the checkboxes in the leftmost table column and click the Delete button at the top of the table.



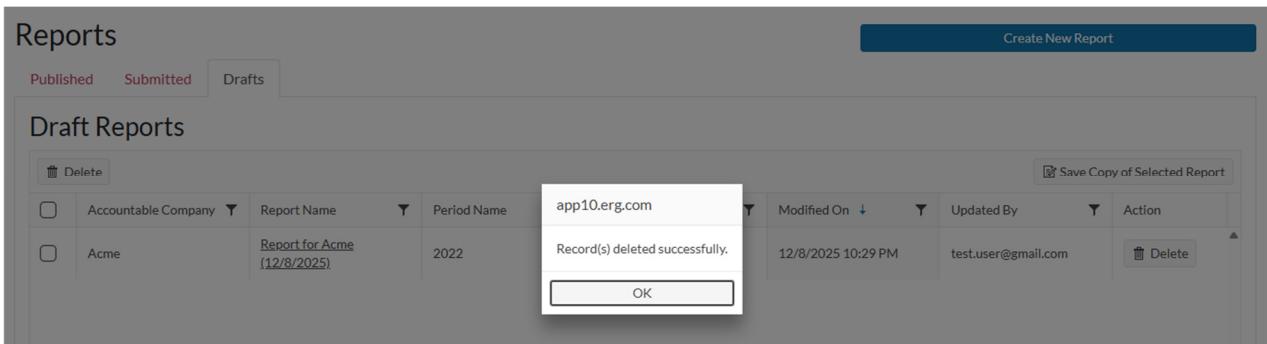
<input type="checkbox"/>	Accountable Company	Report Name	Period Name	Report Id	Modified On	Updated By	Action
<input type="checkbox"/>	Acme	Report for Acme (12/8/2025)	2023	7840	12/8/2025 10:29 PM	test.user@gmail.com	
<input type="checkbox"/>	Acme	Report for Acme (12/8/2025)	2022	7839	12/8/2025 10:29 PM	test.user@gmail.com	

After clicking the Delete button, you will see a message to confirm that you want to delete the report. Click the OK button to delete the record. If you do not want to delete the record, click the Cancel button.



<input type="checkbox"/>	Accountable Company	Report Name	Period Name	Report Id	Modified On	Updated By	Action
<input checked="" type="checkbox"/>	Acme	Report for Acme (12/8/2025)	2023	7840	12/8/2025 10:29 PM	test.user@gmail.com	
<input type="checkbox"/>	Acme	Report for Acme (12/8/2025)	2022	7839	12/8/2025 10:29 PM	test.user@gmail.com	

After clicking the OK button, you will see a confirmation message that your records have been deleted successfully. The records are no longer visible in your inventory.



The screenshot shows the 'Draft Reports' section of the application. A modal dialog box is centered, displaying the message 'Record(s) deleted successfully.' with an 'OK' button. The underlying table shows a single row for 'Acme' with a report name 'Report for Acme (12/8/2025)' and a period name '2022'. The table includes columns for Accountable Company, Report Name, Period Name, Modified On, Updated By, and Action (with a delete icon).

You may also save a copy of a draft report in the same way you save a copy of a submitted report. Go to [Submitted Reports](#) for details. After you click the Create Copy button, the copy of the report will open, and you can edit, add, and delete data in the report

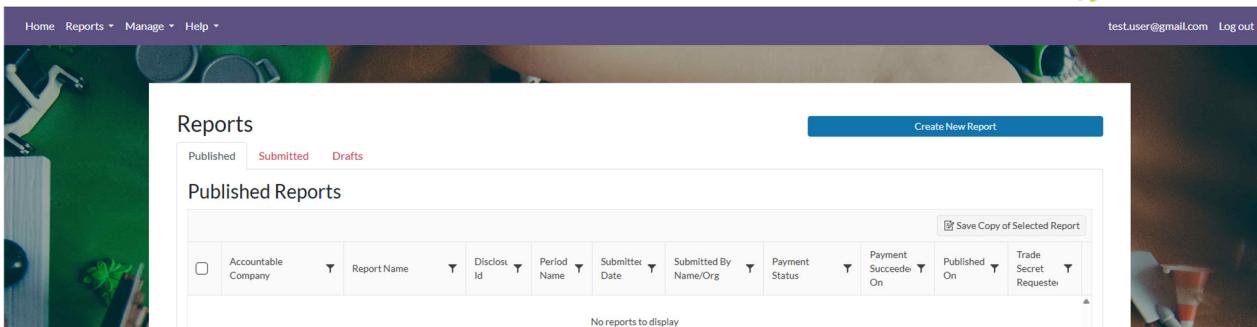
## Published Reports

To access published reports (i.e., reports that are publicly available), click Reports from the top navigation and select My Reports from the menu. Then, click on the Published tab.

PFAS Reporting Information System for Manufacturers (PRISM)



testUser@gmail.com Log out



The screenshot shows the 'Published Reports' section of the application. A modal dialog box is centered, displaying the message 'No reports to display.' The underlying table is empty, with columns for Accountable Company, Report Name, Disclose Id, Period Name, Submitter Date, Submitted By Name/Org, Payment Status, Payment Success, Published On, and Trade Secret Request.

On the Published tab are all your published reports (i.e., reports that have been published and are available on the public search (<https://prims.theic2.org/Search>)). Click a report name to access a read-only version of the report. You may copy submitted reports the same way you copy draft reports. Go to [Draft Reports](#) for details.