

# OPPTA Website Subscription Service Guidance

## Subscribing to the Compliance Technical Assistance Program (CTAP), Pollution Prevention (P2), Partners for Pollution Prevention (P4P2) and Recycle Indiana Websites

**Step 1:** Open the homepage of one of the below mentioned websites by clicking on the links below:

- CTAP - <http://www.in.gov/idem/ctap/>
- P2 - <http://www.in.gov/idem/prevention/>
- P4P2 - <http://www.in.gov/idem/ppp/>
- Recycle Indiana - <http://www.in.gov/idem/recycle/>

Upon clicking on the link, you should be within your chosen websites homepage. See image below.

**CTAP Home**  
About CTAP  
Featured Topics  
Request a Consultation  
Compliance and Technical Assistance Staff

**Information by Industrial Sector**  
Auto Salvage  
Collision Repair/Auto Refinishing Shops  
Construction & Demolition  
Drycleaners  
Electroplaters  
Fiber Reinforced Plastic Manufacturing  
Printers  
Vehicle Maintenance Shops  
Waste Tire Management

**Resources**  
Compliance Due Dates  
Confidentiality Mandate  
How to Notify IDEM that Your Business is Closing  
Indiana Small Business Guide  
Online Resources  
Recycle Indiana  
Rulemaking Actions

Sign up to receive e-mail and wireless updates from CTAP

# CTAP

Compliance and Technical Assistance Program

helping Indiana businesses become environmentally compliant

learn more

**Welcome**

CTAP is your one-stop shop for environmental regulatory compliance needs. Staff with experience in all environmental programs are ready to provide technical and confidential compliance assistance on a wide array of environmental topics.

**Upcoming Compliance Due Dates**

- **January 15:**
  - [Solid Waste Quarterly Reports](#) due.
  - SSOA Air Permit annual fees are due 30 days after the invoice is generated. All invoices are generated by the 15th of the previous month.
- **January 20:**
  - [HW-020](#) Hazardous Waste Disposal Tax Return Form and Fee due for the previous month's activity for disposal of hazardous waste onsite through underground injection during the previous quarter.
- **January 28:**

**Request a Confidential Consultation**

**Top FAQs** | **I Want To...**

1. What should I do with my old computers and electronics?
2. How do I file an IDEM complaint?
3. How do I get rid of electronic waste?

**Step 2:** Click on the Subscription widget found on the homepage of your chosen website. It can be found at the bottom of the column on the left-hand side of the webpage. See image below.

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1. What should I do with my old computers and electronics?
2. How do I file an IDEM complaint?
3. How do I get rid of electronic waste?

- Step 3:**
- a. Choose the Subscription Type within the drop-down menu. You may choose "Email" or "SMS/Text Message".
  - b. Enter your Email address or wireless number in the text field identified with a red asterisks.
  - c. Click the "Submit" button.
- See image below.

Indiana Department of Environmental Management  
Compliance and Technical Assistance Program

CTAP > [About CTAP](#) > [subscriptions.IN.gov](#)

## subscriptions.IN.gov

### Email Updates

Please enter your e-mail address to sign up for updates or to access your subscriber preferences.

Subscription Type

Email Address \*

Your contact information is used to deliver requested updates or to access your subscriber preferences.

[Privacy Policy](#) - [Help](#)

- Step 4:**
- a. Choose the Subscription Type within the drop-down menu. You may choose "Email" or "SMS/Text Message".
  - b. Enter your Email address or wireless number in the text field identified with a red asterisks and confirm.
  - c. Choose how often you would like to receive notifications, immediately, daily or weekly by selecting the radio button next to your preference.
  - d. If you would like to be password protected, enter a chosen password.
  - e. Click the "Submit" button.
- See image below.

CTAP > [About CTAP](#) > [subscriptions.IN.gov](#)

## subscriptions.IN.gov

### New Subscriber

Subscription Type

### Primary Email Address

You must enter a primary e-mail address that will be used to access and modify your personal settings or subscription choices.

Email Address \*

Confirm Email Address \*

### Email Delivery Preference

If you would like to change how subscription updates are delivered to you, select an option below.

Send updates immediately by email

Send updates daily by email

Send updates weekly by email

Certain high priority updates may be sent regardless of your delivery preferences.

### Optional Password

If you would like to add password protection, please enter your new password below.

**Step 5:** a. Choose the webpages you would like to subscribe to by selecting the check-box next to your choice.  
b. After making your selections, click the "Submit" button at the bottom of the list.  
See images below.

## subscriptions.IN.gov



- Board and Rules**
  - Oversight and Rulemaking**
    - APCD Board Packets
    - SWMD Packets
    - Underground Storage Tank Financial Assurance Board Packets
    - WPCD Packets
    - Environmental Rules Board Packets
  - Rulemaking Process Information**
    - Nonrule Policies
  - CTAP**
    - Compliance Due Dates
    - Rulemaking Actions
    - Featured Topics

- Partners for Pollution Prevention**
  - Partners for Pollution Prevention
  - Partner Events
  - Membership List
- Pollution Prevention**
  - Pollution Prevention
  - Environmental Stewardship Program
  - Environmental Stewardship Program Members
  - Governor's Awards for Environmental Excellence
  - Press Releases

- Recycle Indiana**
  - Funding
  - Solid Waste Management Districts
  - Unwanted Medicines
  - Recycle Indiana
  - E-Waste Program
  - E-Waste Manufacturers
  - E-Waste Collectors
  - E-Waste Recyclers
  - E-Waste Retailers

- Funding**
  - Funding

Step 6: Verify the information is correct and click the "Finish" button. See image below.

# subscriptions.IN.gov



✔ Subscriptions updated ✕ close

## Success

You have successfully subscribed to updates from State of Indiana. Confirmation of your preferences will be sent to [REDACTED]. To make additional changes or to unsubscribe visit your [Subscriber Preferences](#) page.



Your contact information is used to deliver requested updates or to access your subscriber preferences.

[Privacy Policy](#) - [Help](#)

## Updating Subscriptions to the CTAP, P2, P4P2 and Recycle Indiana Websites

If you would like to change or terminate a subscription, follow the steps below.

**Step 1:** Open the homepage of one of the below mentioned websites by clicking on the links below:

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- P2 - <http://www.in.gov/idem/prevention/>
- P4P2 - <http://www.in.gov/idem/ppp/>
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Upon clicking on the link, you should be within your chosen websites homepage. See image below.

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**More Online Services** »  
Subscriber Center >

**Request a Confidential Consultation**

**Top FAQs** | **I Want To...**

1. What should I do with my old computers and electronics?
2. How do I file an IDEM complaint?
3. How do I get rid of electronic waste?

**Step 2:** Click on the Subscription widget found on the homepage of your chosen website. It can be found at the bottom of the column on the left-hand side of the webpage. See image below.

The screenshot shows the CTAP homepage. On the left, a navigation menu lists various services, with 'Sign up to receive e-mail and wireless updates from CTAP' circled in red. The main content area includes a 'Welcome' section with a 'learn more' button and a list of 'Upcoming Compliance Due Dates'. A 'Request a Confidential Consultation' button is also visible.

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Top FAQs | I Want To...

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- How do I get rid of electronic waste?

**Step 3:** a. Choose your Subscription Type within the drop-down menu. You may choose "Email" or "SMS/Text Message".

b. Enter your Email address or wireless number in the text field identified with a red asterisks.

c. Click the "Submit" button.

See image below.

The screenshot shows the 'subscriptions.IN.gov' page. The 'Subscription Type' dropdown menu is set to 'Email' and circled in red. The 'Email Address' field is marked with a red asterisk. The 'Submit' button is also circled in red.

Indiana Department of Environmental Management  
**Compliance and Technical Assistance Program**

CTAP > About CTAP > subscriptions.IN.gov

**subscriptions.IN.gov**

**Email Updates**

Please enter your e-mail address to sign up for updates or to access your subscriber preferences.

**Subscription Type** Email

**Email Address** \*

Submit Cancel

Your contact information is used to deliver requested updates or to access your subscriber preferences.

[Privacy Policy](#) - [Help](#)

**Step 4:** a. Within the *Quick Subscribe* webpage, select webpages (by clicking the check-box next to a particular webpage) you would like to add to your subscription or de-select webpages (by clicking the check-box next to a particular webpage) you would like to remove from your subscription.

b. Click the "Submit" button at the bottom of the list.

See images below.

## subscriptions.IN.gov



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  - E-Waste Program
  - E-Waste Manufacturers
  - E-Waste Collectors
  - E-Waste Recyclers
  - E-Waste Retailers
- Funding**
  - Funding

Submit

Cancel

## Subscription Notification Received for the CTAP, P2, P4P2 and Recycle Indiana Websites

Once you have subscribed to a particular webpage and an update has been posted to that particular webpage, you will receive an Email message or a text message notifying you of the update. The notification will inform you of the particular webpage that has been updated. It will also provide a direct link to that particular webpage as well as a link ("Subscriber Preference Page") to the list of webpages available for subscription should you choose to change your subscription. See image below.

