

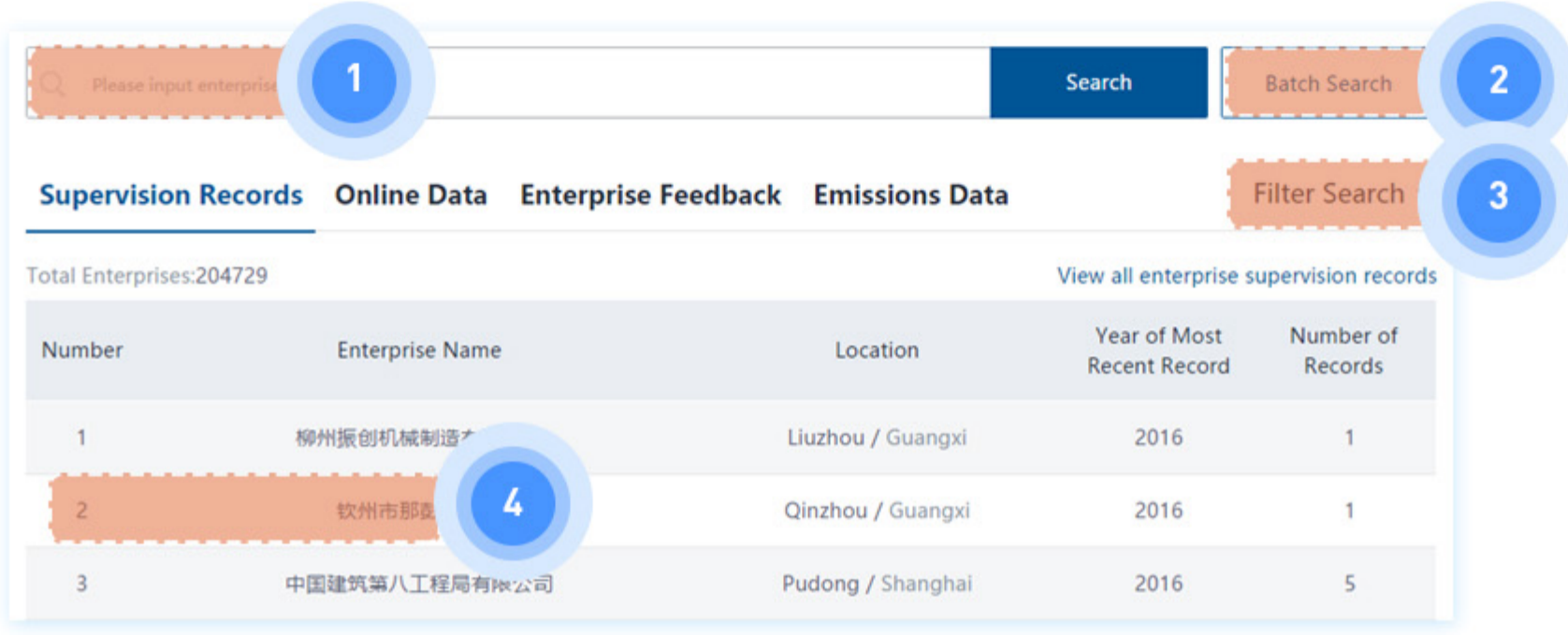
Guide to Using the Enterprise Environmental Performance Data Platform

To target the needs of different users, IPE's enterprise environmental performance data platform provides two methods of searching: single-line searches and batch screenings.

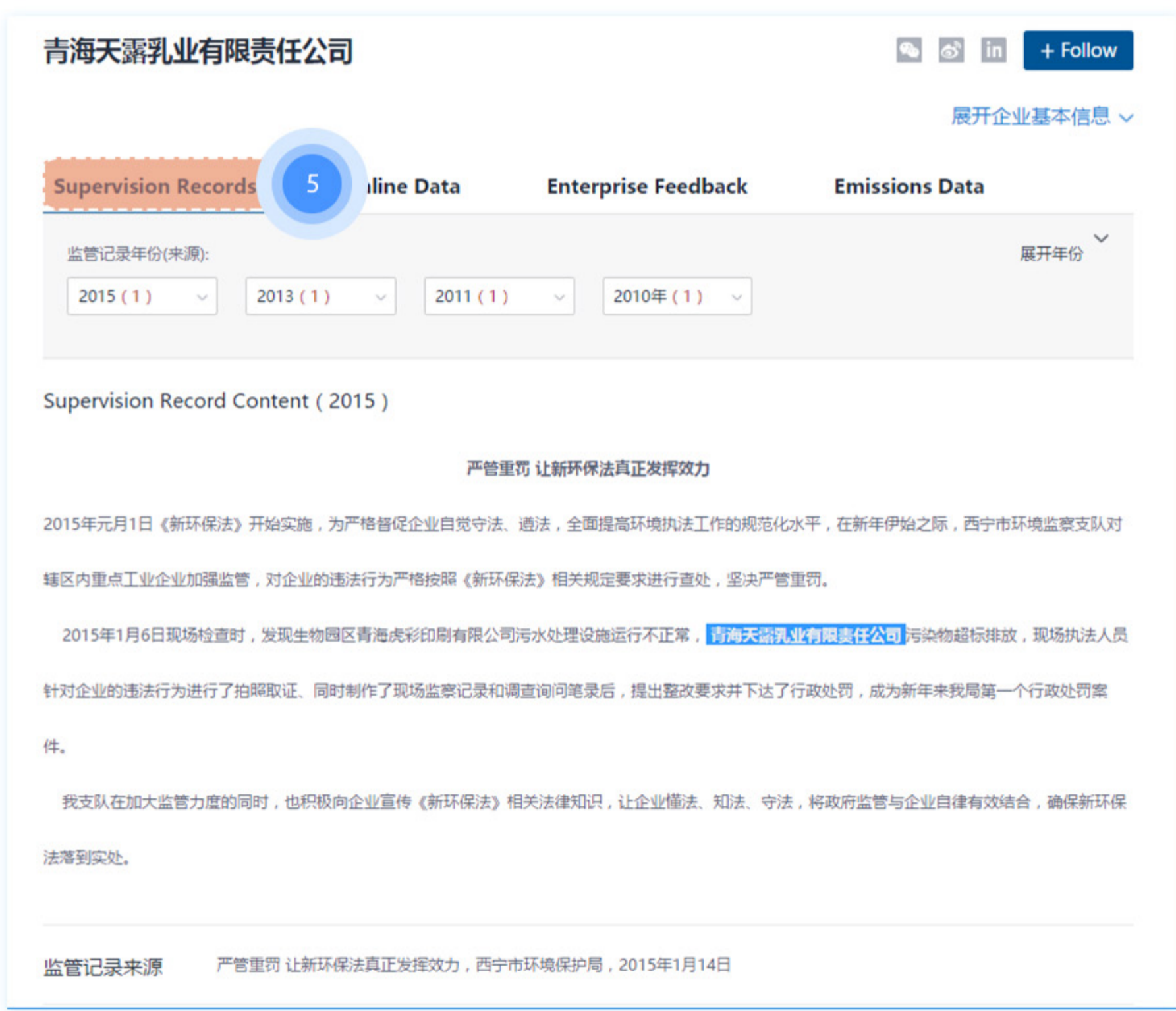
Single-line Searches

Searching for an enterprise only requires a few keywords each time.

1. Enter the enterprise name or relevant keyword(s) into the search box.
2. Click the search tab to view the list of results.
3. Click the "Advanced Search" tab to expand the list of optional filters and click the "Basic Search" tab to limit the scope of screening filters.
4. In the list of search results, find the enterprise you wish to query and click to view that enterprise's environmental performance.



5. Viewing an enterprise's environmental performance page will allow one to see detailed information and to access environmental supervision records, self-monitoring data, feedback and explanations, and emissions data for that enterprise.



Batch Searches

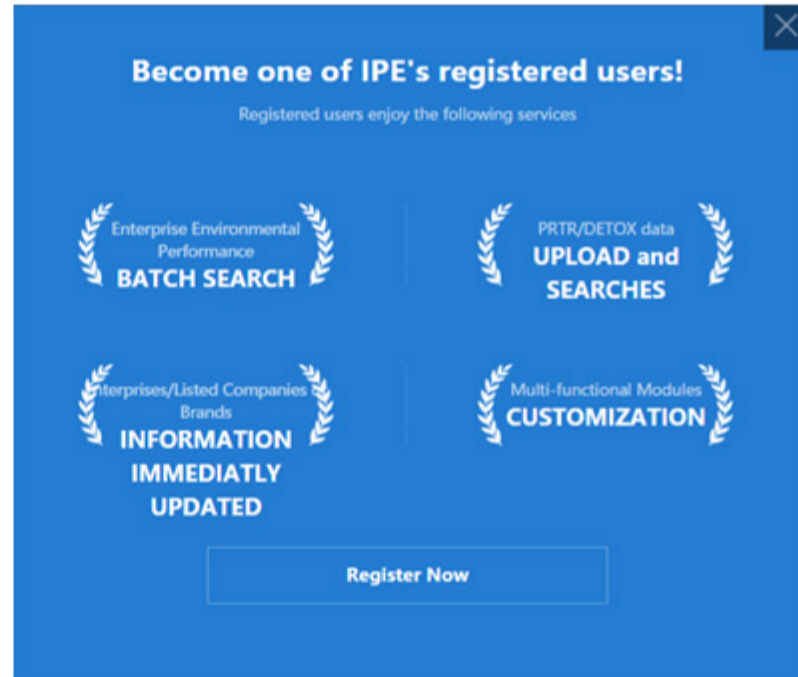
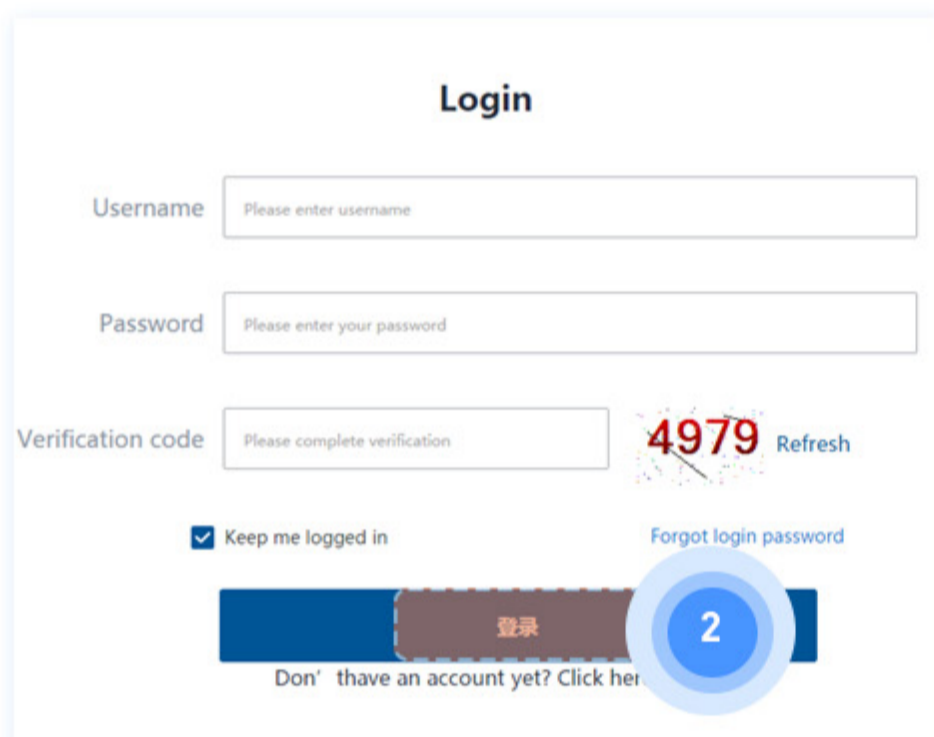
A group of enterprises and/or suppliers may be searched all at once by entering a list of keywords and regional information on the enterprises.

1. To the right of the search box, click "Batch Search."

You can screen a large list of enterprises and provide more information for other users



2. Please login. If you have not yet registered, please click "Register Now" and input the required information. When registration is complete, you can login successfully.



3. Enter the "Account Management" section and click the "Following" tab. Download the EXCEL template spreadsheet.
4. Use the EXCEL template to fill in the required keywords and regional information for enterprises. Click the "Import Enterprise List" on the site to import the list. The system will then automatically compare information from the list with that in the system.
5. Click "Export Data Table" to download the search results.

