



DATE: September 8, 2023

TO: Manufacturers of Non-Alcohol Beverage Products

RE: **Registration of non-alcohol beverage containers in Alberta - System Upgrades**

Further to the Beverage Container Management Board's (BCMB) August 30, 2023, communication regarding the new Registration Portal for manufacturers, this is a reminder that the 'go live' date for the Stakeholder Information Management System (SIMS) is planned for October 2nd at 08:00 MST. The BCMB would also like to remind you that our current Registration Portal will be unavailable from October 1st at 00:01 MST until the new one launches on October 2nd. This will mean a temporary pause on registrant account creation, container submissions, and registered container searches for that 32-hour period.

In case you missed the August 30th communication, please see the additional information below. All notices are also posted on the BCMB website [here](#). If you have any questions, contact our registrations team at registrations@bcmb.ab.ca.

Who is the BCMB?

The Beverage Container Management Board was established as a management board under Alberta's Environmental Protection and Enhancement Act and is responsible for regulating Alberta's beverage container recycling system and leads the development of policy and programs that enable the recycling of beverage containers in Alberta. The BCMB operates under the Beverage Container Recycling Regulation which stipulates that "a manufacturer shall register a container with the Board in accordance with the by-laws." As a result, the BCMB manages a beverage container registration database, which is the system undergoing a transformation and the focus of this communication.

What is SIMS (the Registration Portal)?

The Registration Portal is where registrants (beverage manufacturers/distributors) create accounts in order to submit container registrations for approval by the BCMB. Click [here](#) to go to the portal.

Why is the portal changing?

SIMS (Registration Portal) is part of the BCMB's overall technology strategy, which consists of modernizing key applications and systems in order to provide a streamlined and consistent experience for all BCMB stakeholders.





What can I expect?

- On **October 1st at 00:01 MST**, our current registrations portal will be unavailable, and the new system will not yet be accessible (it will be available on October 2nd). As a result, there will be a one-day pause on registrant account creation, container registration submissions, and registered container searches.
- Before October 2nd, the key contact for your account will receive an email which includes the link to SIMS (the new registration portal) and information to help you sign in and navigate the system. As a current account holder, you will NOT need to create an account and your information will automatically be transferred over.
- On **October 2nd at 08:00 MST** the new system will go live.
- Once you have accessed the new system, you will be able to update company information, submit container registrations, add or remove users, message the BCMB directly, pay fees, and view previous container registrations.

Does this apply to alcohol containers?

No, the alcohol container registration transition is still planned for early 2024 and information regarding that change can be found [here](#).

What if I have questions or feedback on the new system?

Our registrations team will be happy to help you through this transition and can be reached at registrations@bcmb.ab.ca.

Any questions can be directed to Brent Campbell, Director of Operations at bcampbell@bcmb.ab.ca or Amber Bertling, Manager of Registrations at abertling@bcmb.ab.ca.

