Available NOW!

Online Applications Submissions for Industrial and Municipal Wastewater Individual Permits (EPR_WQIP)

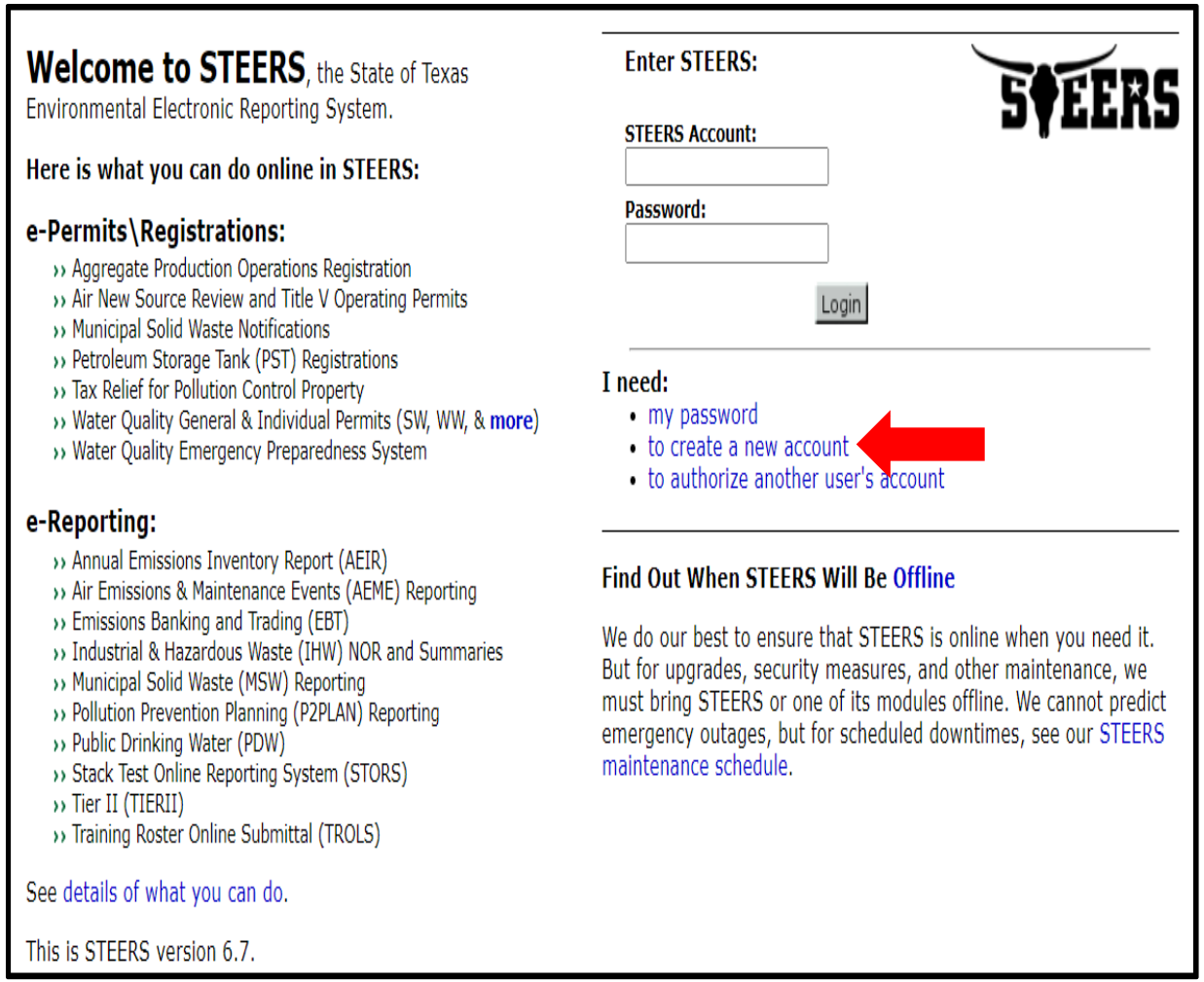
Today's Topics

- Creating an account in State of Texas Environmental Electronic Reporting System (STEERS)
- ePermits Water Quality Permit Program (EPR_WQIP)
- Application Submittal Steps
- Best Practices
- Q&As

Creating a STEERS Account

1. Register an account at https://www3.tceq.texas.gov/steers/
2. Add the program, Water Quality Individual Permit (EPR_WQIP)
3. Sign the STEERS Participant Agreement (SPA) using a Texas Driver's License
4. Select the program access type – read only, edit, preparer, or sign

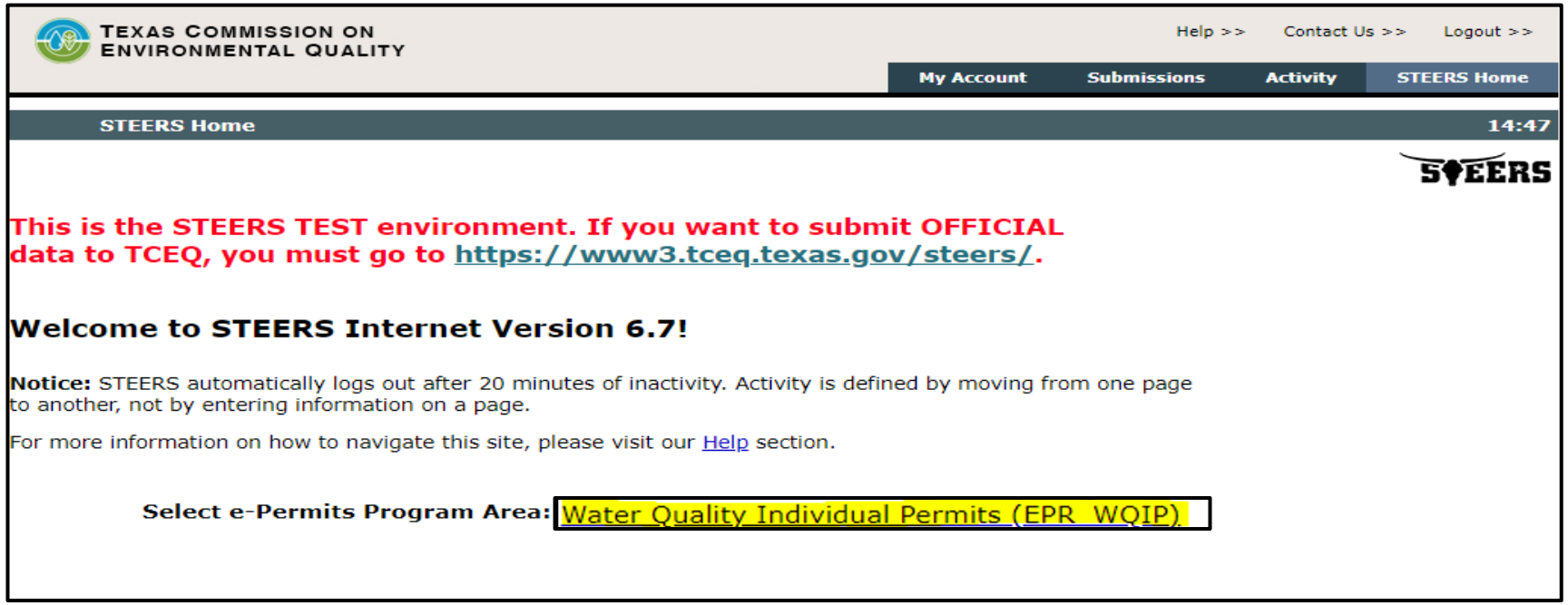
Note: The account status will show **PROBATION** until you sign the SPA.



STEERS Access Types for EPR_WQIP

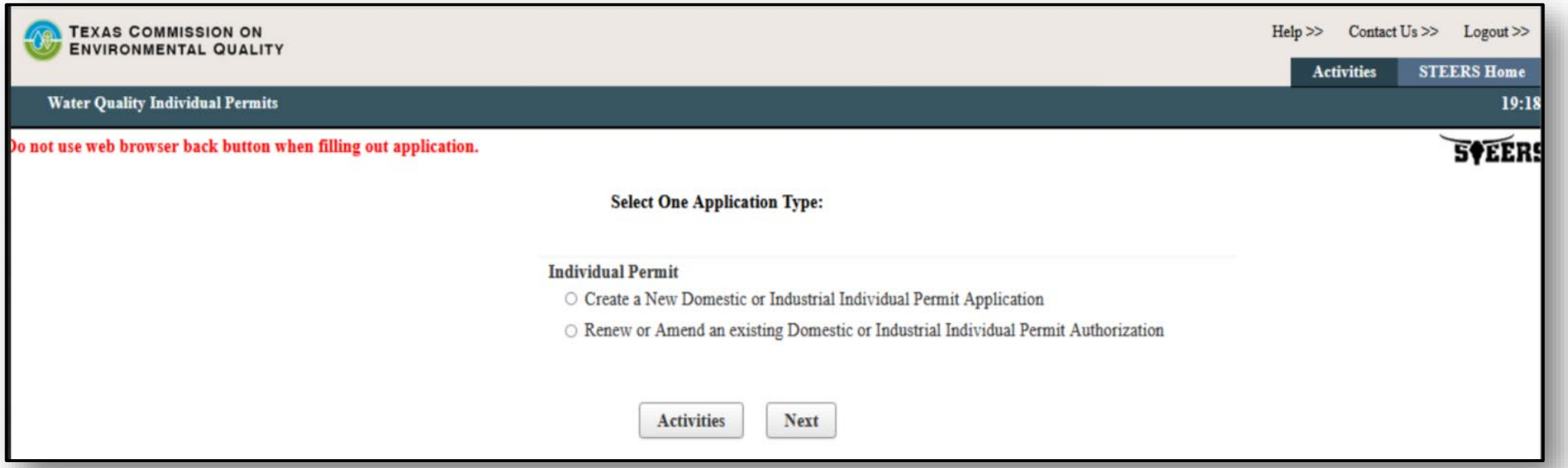
Edit	Preparer	Sign
View	View	View
Create	Create	Create
Delete	Delete	Delete
Modify	Modify	Modify
Pay	Pay	Pay
	Submit	Sign
		Submit

EPR_WQIP Application Process

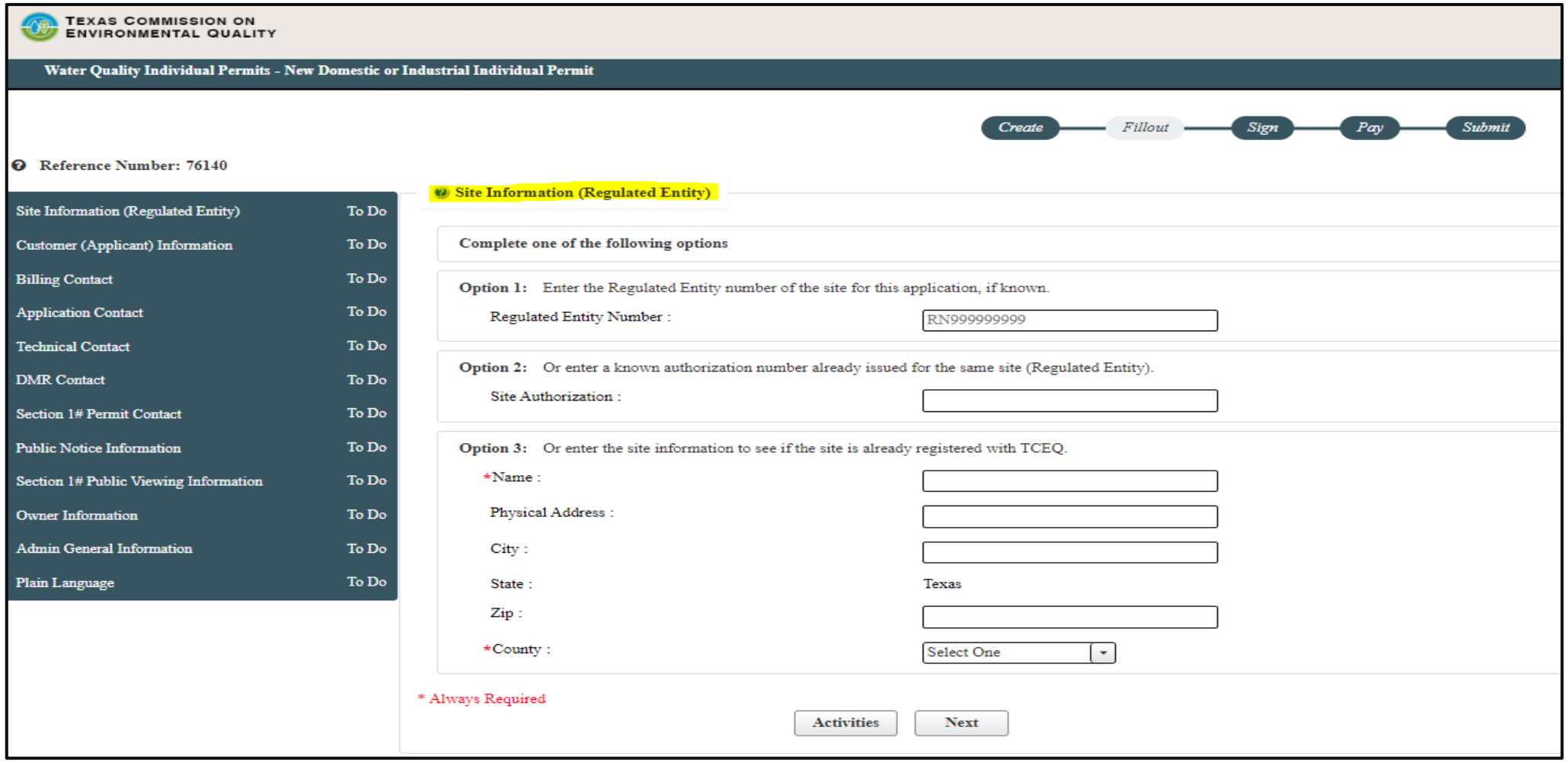


Create → Fill Out → Sign → Pay → Submit

Step 1 – Create an Application

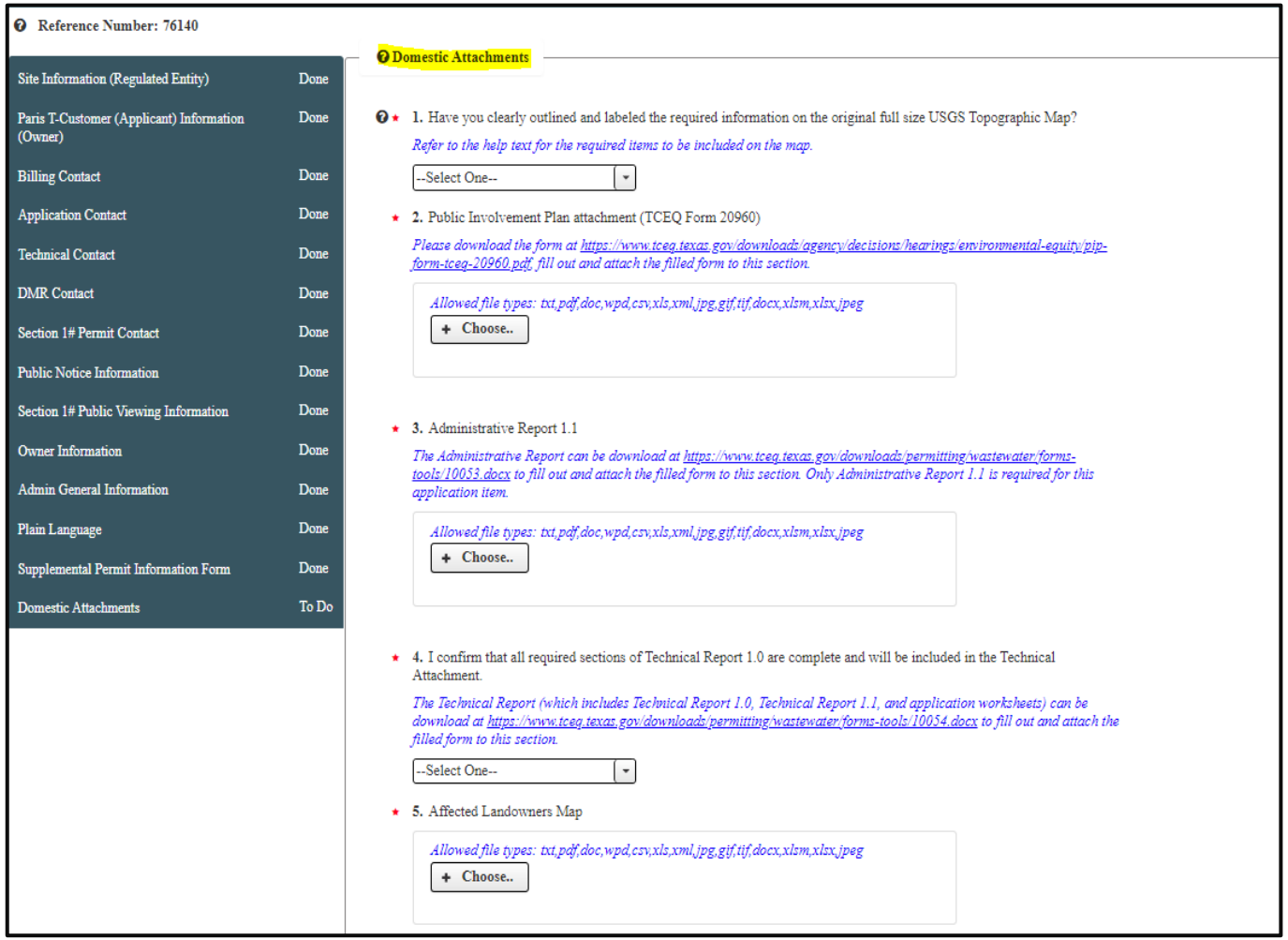


Step 2 – Fill Out



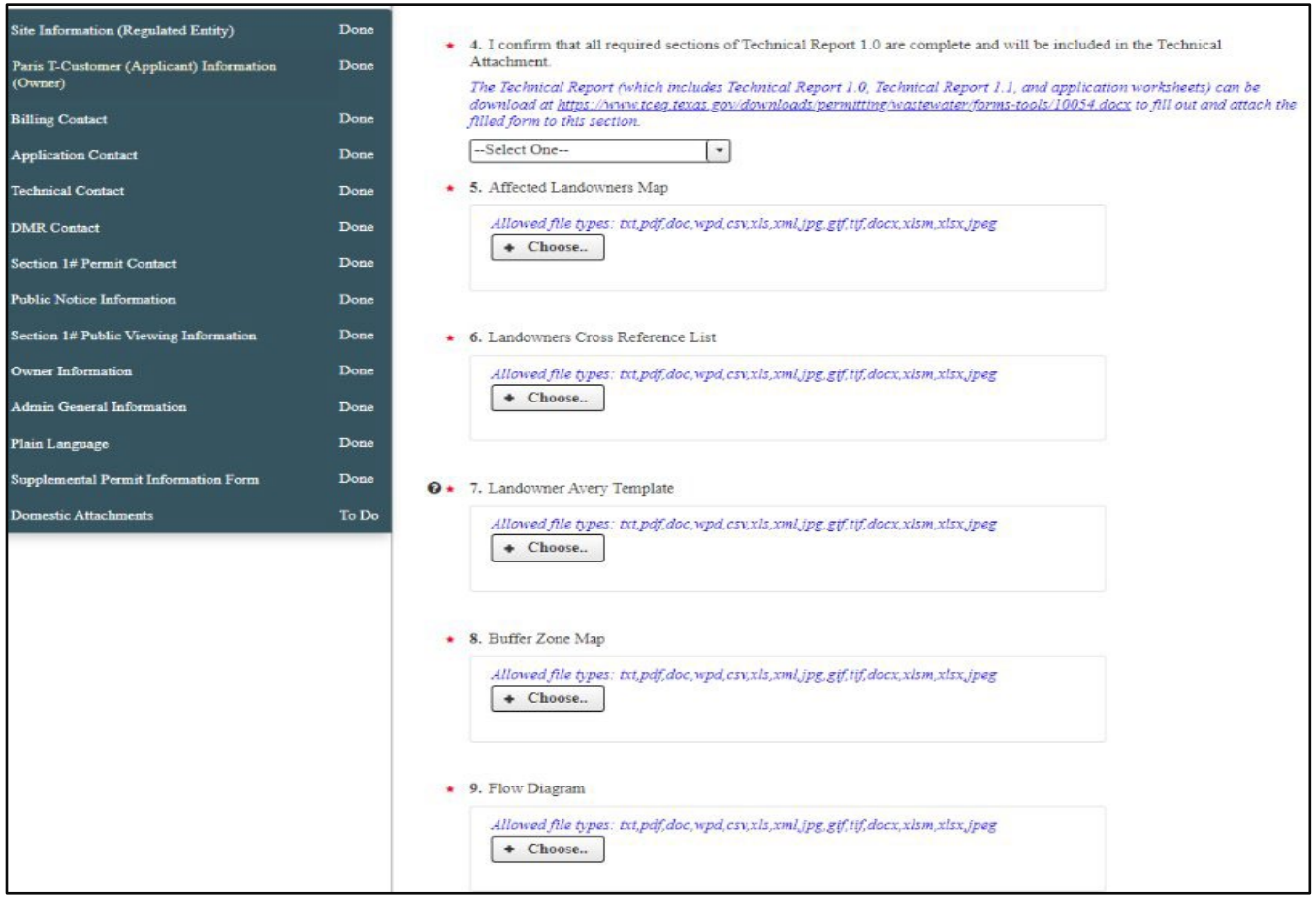
Step 2 – Fill Out: Attachments

- Attachment requirements are specific to application type
- Variety of file types are accepted
- Domestic Attachment Examples:
  - USGS Map
  - Public Involvement Plan
  - Administrative Report 1.1
  - Affected Landowner's labels



Step 2 – Fill Out: Upload Technical Attachments

- Attached Required Technical Attachments
  - Technical Report 1.0
  - Technical Worksheets
  - Buffer zone
  - Flow Diagrams
  - Labs, etc.



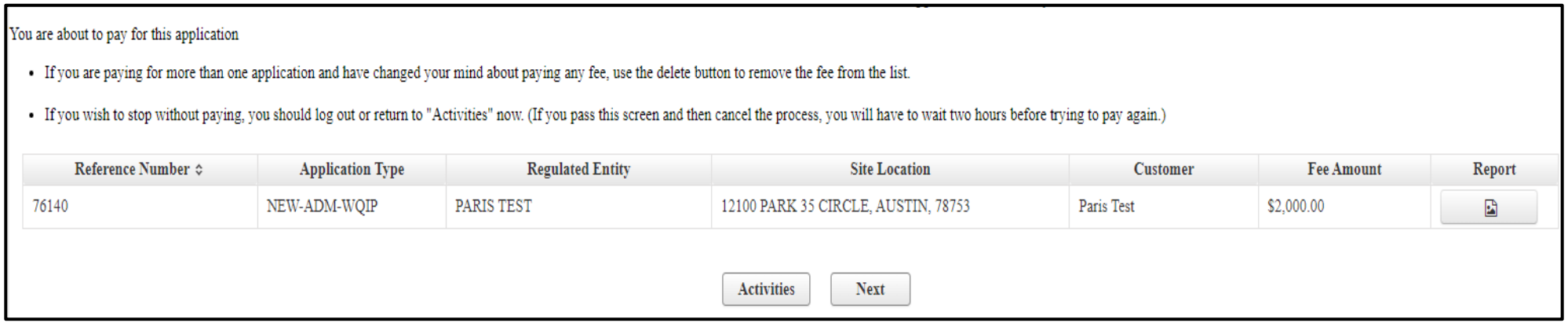
Step 3 – Sign

- Application is in “Ready to Sign” status
- Signatory meets 30 TAC 305.44 requirements
- Application is sharable with ER accounts with access type “Sign” using the “Set Access Rights” option.

Step 4 – Pay

The application needs to be in the “Ready to Pay” status.

Note: The application process is not done after the payment. You will need to click the “**Return to STEERS**” button after the payment confirmation screen to select and submit the application to TCEQ.


You are about to pay for this application

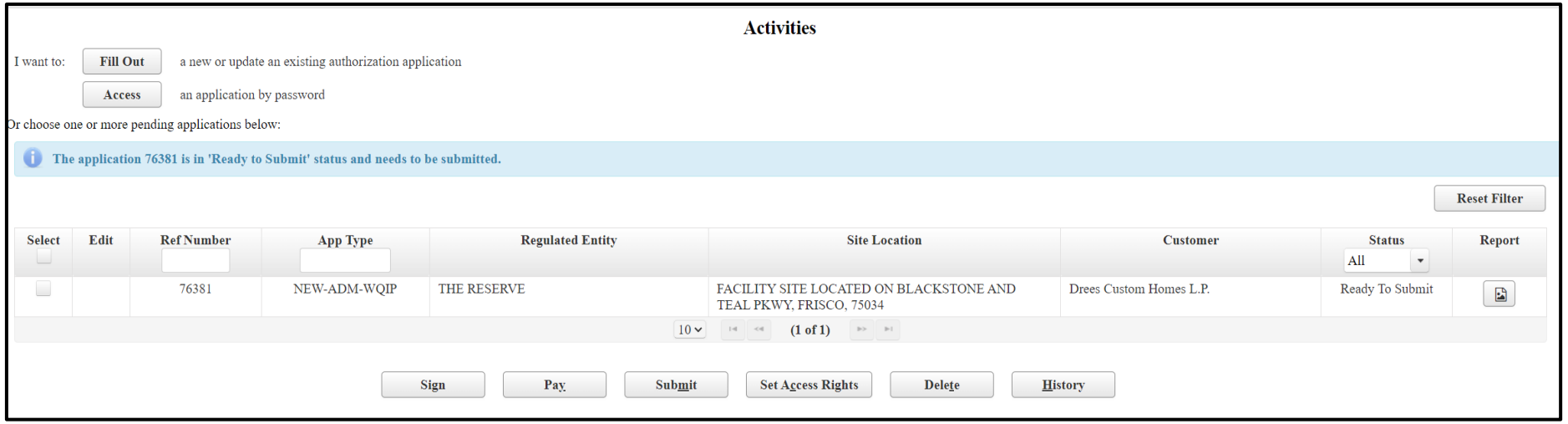
- If you are paying for more than one application and have changed your mind about paying any fee, use the delete button to remove the fee from the list.
- If you wish to stop without paying, you should log out or return to "Activities" now. (If you pass this screen and then cancel the process, you will have to wait two hours before trying to pay again.)

Reference Number	Application Type	Regulated Entity	Site Location	Customer	Fee Amount	Report
76140	NEW-ADM-WQIP	PARIS TEST	12100 PARK 35 CIRCLE, AUSTIN, 78753	Paris Test	$2,000.00	

Activities Next

Step 5 – Submit

- Application in the “Ready to Submit” status
- Submitted applications along with the attachments and confirmation letters can be viewed at any time under **STEERS Home > Submissions**



Method to submit Domestic and Industrial applications?

STEERS

- New Domestic/Industrial Facility
- Renew or Amend an existing WQ Authorization

Emailed & Mailed Signed Copy

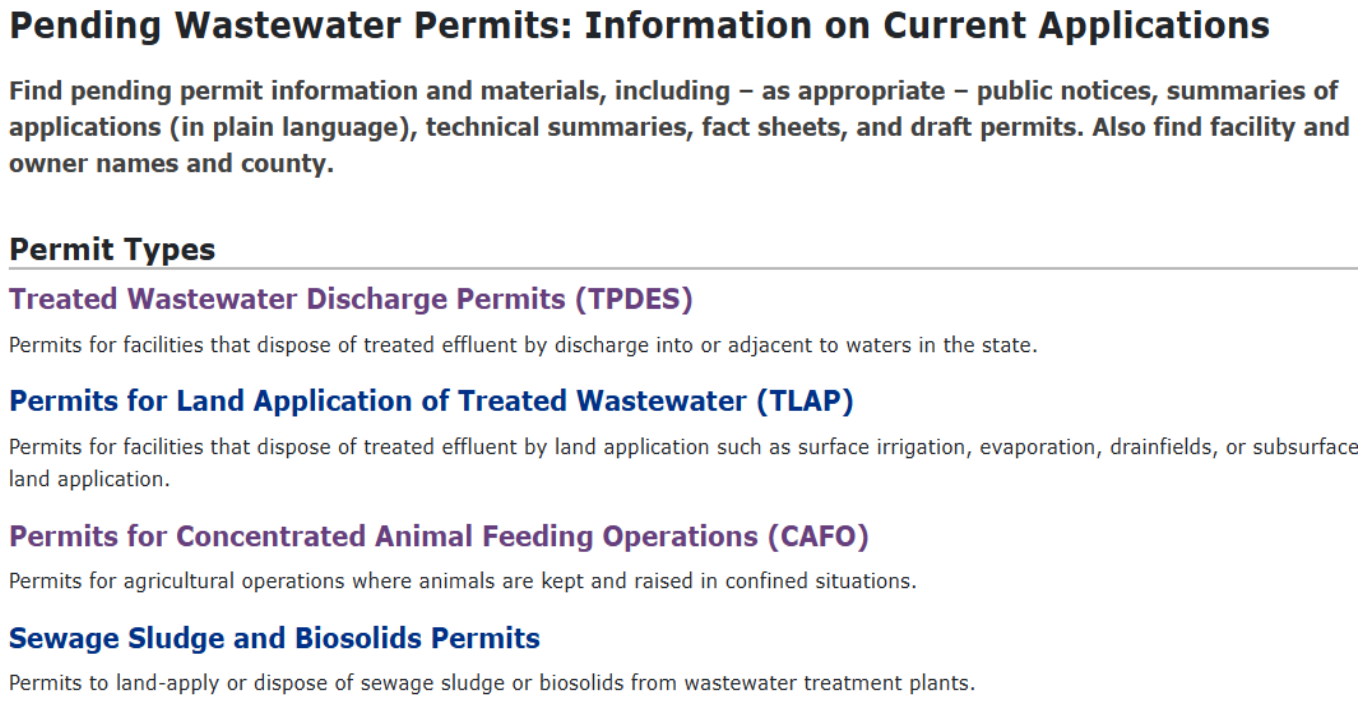
- Cancelations
- Transfers
- Billing Updates
- Facility Updates via CDF

Online Posting of Electronic Applications

The Sunset Bill requires TCEQ to post applications online at the time of Administrative Completeness and again at the time of Technical Completeness along with the drafted Permit.

This is in addition to TCEQ posting the NORI, PLS, NAPD, and Alternative Language where applicable.

Page Overview



Pending Wastewater Permits: Information on Current Applications

Find pending permit information and materials, including – as appropriate – public notices, summaries of applications (in plain language), technical summaries, fact sheets, and draft permits. Also find facility and owner names and county.

Permit Types

Treated Wastewater Discharge Permits (TPDES)

Permits for facilities that dispose of treated effluent by discharge into or adjacent to waters in the state.

Permits for Land Application of Treated Wastewater (TLAP)

Permits for facilities that dispose of treated effluent by land application such as surface irrigation, evaporation, drainfields, or subsurface land application.

Permits for Concentrated Animal Feeding Operations (CAFO)

Permits for agricultural operations where animals are kept and raised in confined situations.

Sewage Sludge and Biosolids Permits

Permits to land-apply or dispose of sewage sludge or biosolids from wastewater treatment plants.

Best Practices

- Prepare Administrative and Technical Attachments ahead of time in allowable electronic format, readily available to be uploaded into the application.
- Signatory Authority must have a valid STEERS account, planning and timing the coordination of all individual schedules will be key to success. Delegated signers must attach documentation of delegation.
- Have payment ready, ePay is fastest and preferred payment.
- Ensure permit compliance, all outstanding fees are paid, SOS information is up to date in TCEQ systems and address any permit maintenance items are completed prior to submission.

Questions and Answers

Who to contact for assistance?

Applications Review & Processing Team	• WQ-ARPTeam@tceq.texas.gov • 512-239-4671
STEERS Account Question	• STEERS@tceq.texas.gov • 512-239-6925