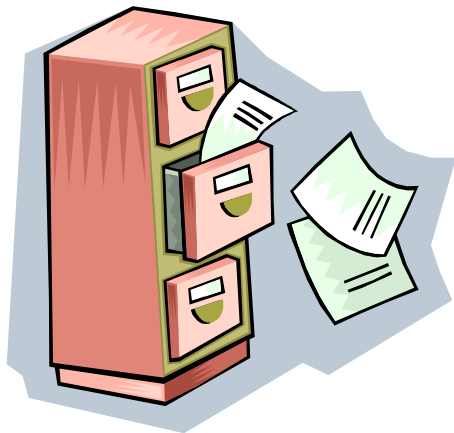


New Users Guide to NetDMR



Presentation Topics

1. What is NetDMR?
2. Electronic Reporting
3. EPA Databases
4. Account Creation (Live Presentation)
5. Basics of NetDMR (Live Presentation)

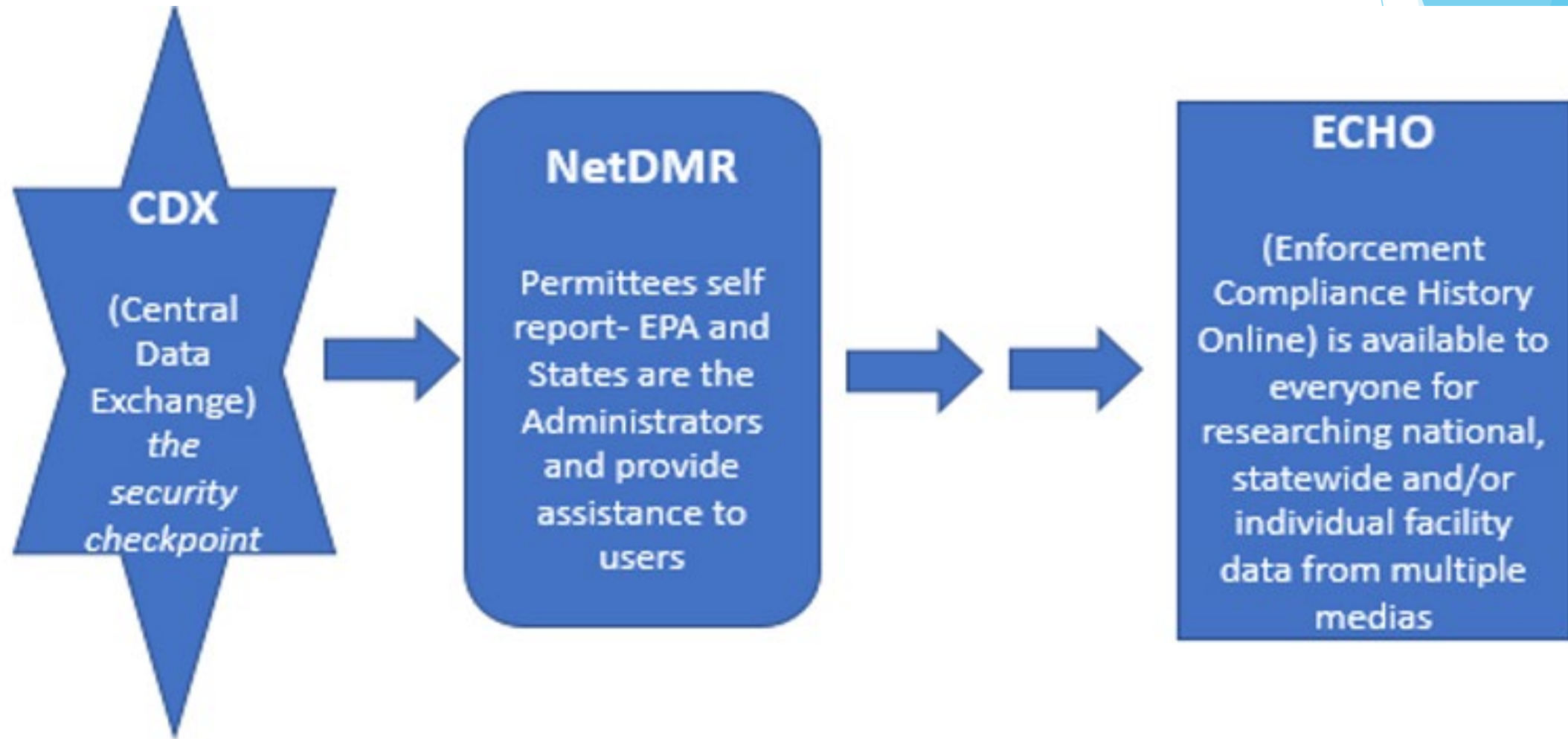
What is NetDMR?

- Web-based tool that allows permittees to electronically submit Discharge Monitoring Reports (DMRs)
- EPA hosts the national NetDMR
- TCEQ previously hosted Texas NetDMR
 - ▶ On March 26, 2018, TCEQ began migrating its NetDMR users to the EPA's hosted national NetDMR Customer

Electronic Reporting Rule

- EPA NPDES Electronic Reporting Rule, effective December 21, 2016
- E-reporting waiver (TCEQ Form 20754)

EPA Databases



CDX vs NetDMR

CDX

- ▶ Tool used to access several different EPA systems with a single login
- ▶ Uses "Signature Agreement" to authenticate & authorize for users who "certify" data
- ▶ Signature Agreement needs to be submitted & approved only once per CDX account

NetDMR

- ▶ Tool used for electronic reporting and management of DMR data
- ▶ Uses a "Subscriber Agreement" to authenticate & authorize users who Sign & Submit DMRs
- ▶ A Subscriber Agreement is required for each NPDES Permit ID Signatory Role Request

CDX User Types & NetDMR Roles

Term	Who	Available NetDMR Roles	Definition
Permittee (signature)	If you work for the company and will <u>sign/submit DMRs</u>	Signatory, Permit Administrator, Edit, View	A person authorized to sign, view, edit and submit DMRs for a specific permit. Will also be able to approve roles for others except signatory.
Permittee (no signature)	If you work for the company but <u>will NOT sign/submit DMRs</u>	Permit Administrator, Edit, View	Can view, enter and upload DMRs into NetDMR, edit CORs, and approve roles for other users within NetDMR
Data Provider	Lab, Contractor or 3 rd Party Affiliate	Edit, View	Allowed to view, enter and import DMRs into NetDMR and edit CORs but they <u>cannot</u> sign and submit forms
Internal User	This is for state/EPA Agency Personnel only	Internal Administrator	A regulatory authority staff member with a NetDMR Account

Account Creation (Live Presentation)

CDX Account Creation - Pitfalls

- ▶ Individual Email Needed
- ▶ User ID (case sensitive)
- ▶ 3 to 8 Different security questions answers (case sensitive)
- ▶ **Program Service: NDMR-TX: Texas Commission on Environmental Quality**
- ▶ **Choose Correct CDX User Type**
- ▶ Identity proofing (3rd party - LexisNexis): Uses personal identifying information
 - ▶ Last 4 numbers of SSN
 - ▶ Home address (cannot use PO Box)
- ▶ Electronic Signing of ESA – click “Yes”

Requesting Access (Live Presentation)

NetDMR Access Requests - Pitfalls

- ▶ EPA ID No. is needed (TX...)
- ▶ When requesting access, enter permit ID No. & **hit update**
- ▶ Parent or Facility
 - ▶ Choose **Parent** if you work at a corporate headquarters or offsite office
 - ▶ Choose **Facility** if you work at or near to the location of the wastewater treatment facility.

NetDMR Access Requests - Pitfalls

- ▶ For electronically signed subscriber agreements, if you are a Duly Authorized Representative (DAR) and not an Responsible Official (RO), the RO will need a CDX account to approve
- ▶ A DAR will need to know the RO's first and last name, title, phone number, and email address

Basics of NetDMR (Live Presentation)

Useful Website Links

- ▶ NetDMR
<https://cdxnodengn.epa.gov/oeca-netdmr-web/action/login>
- ▶ NetDMR Support Portal (netdmr.Zendesk.com/hc/en-us)
<https://netdmr.zendesk.com/hc/en-us>
- ▶ Self-reported data can be accessible through EPA's ECHO database <https://echo.epa.gov/>

Questions?