NetDMR Update: TCEQ Moving from State to Federal Electronic DMR Reporting Tool

The Texas Commission on Environmental Quality has elected to use the U.S. Environmental Protection Agency's NetDMR tool for electronic reporting of discharge monitoring report data in the Spring of 2018. Once existing TCEQ users are set up to begin using the EPA's NetDMR tool, the TCEQ's NetDMR tool will no longer be available.

- **If you have a TCEQ NetDMR account**, you will receive a series of emails starting in October 2017 from the EPA's NPDES eReporting Helpdesk (NPDESeReporting@epa.gov). These emails will provide you with essential information to help you migrate your account into the EPA's Central Data Exchange (CDX), which you will use to access the TCEQ's program service in the EPA's NetDMR tool. These emails will alert you to any action required or changes needed to your existing TCEQ NetDMR account information to ensure a smooth transition to the EPA's NetDMR.

- **If you are a new user**, you will be able to create a new account in the EPA's CDX to access the TCEQ's program service in the EPA's NetDMR tool starting Spring of 2018. CDX is an account creation and management tool used for accessing several different EPA systems with a single login.

View the attached flyer, *Moving to EPA's NetDMR: What You Need to Know*, for more details.

If you have questions, feel free to contact the TCEQ at 512-239-3367.

Note: If you are unable to access the TCEQ's NetDMR due to impacts from Hurricane Harvey and subsequent flooding, please contact the TCEQ at 512-239-3367.

- Moving_to_EPAs_NetDMR_What_You_Need_to_Know.PDF

Moving to EPA's NetDMR: What You Need to Know

TCEQ

Starting Spring of 2018, TCEQ will be using EPA's NetDMR tool to electronically collect DMRs. EPA's NetDMR provides real-time identity proofing and electronic signature agreements, which reduce paperwork and makes reporting DMRs quicker and easier.

CDX

NetDMR
Network Discharge
Monitoring Report

! This change will **not** affect what you are required to include in your discharge monitoring reports.

* The move is occurring as part of the 2015 NPDES eReporting rule.

? If you a have a TCEQ NetDMR account, it will be moved to EPA's Central Data Exchange (CDX), so that you can access EPA's NetDMR. You will receive an email with instructions on how to activate your account and complete registration.

● CDX is an account creation and management tool used for accessing several different EPA systems with a single log in.

Benefits of Integrating with Central Data Exchange (CDX)

EFFICIENCY

All EPA electronic reporting services will now be easily accessed through one CDX account.

SECURITY

Identity proofing service ensures a safe information exchange.

ECO-FRIENDLY

Signature agreements and identity proofing will be done electronically, reducing paper use.

CONSISTENCY

The NetDMR user experience of submitting reports will remain largely unchanged.

How to access EPA's NetDMR after Spring 2018

Steps for Registered TCEQ users:

1. Go to https://www.tceq.texas.gov/goto/netdmr and log in to your existing TCEQ account.
2. Beginning Spring of 2018, a Customer Retrieval Key (CRK) link will be displayed after you log into your TCEQ account.
3. Click the Customer Retrieval Key (CRK) link to initiate the move of your account to EPA's CDX.
4. Follow the steps to establish a password and electronic signature.*
5. Complete account set up and proceed to EPA's NetDMR tool by clicking on your NetDMR role on your MyCDX page.

Steps for new NetDMR users:

1. Go to https://netdmr.epa.gov and create a new account.
2. Select NetDMR program service NDMR-TX: NetDMR: Texas Commission on Environmental Quality.
3. Select the appropriate user type/role.
4. Follow the steps to establish a User ID and password.
5. If you will be expected to sign a DMR, identity proofing and an electronic signature* setup are required.
6. Complete account setup and proceed to EPA's NetDMR tool by clicking on your NetDMR role on your MyCDX page.

Steps for new NetDMR users with existing CDX Accounts:

1. Go to https://netdmr.epa.gov and enter your CDX User ID and password.
2. Click the "Add Program Service" button.
3. Select NetDMR and then the service NDMR-TX: NetDMR: Texas Commission on Environmental Quality.
4. Select the appropriate user type/role.
5. If you will be expected to sign a DMR, identity proofing and an electronic signature* set up are required.
6. Complete account set up and proceed to EPA's NetDMR tool by clicking on your NetDMR role on your MyCDX page.

*Users will still have the option of submitting a paper-based wet-ink signature agreement.

For New NetDMR Users...

The ability to add, view and modify data within EPA's NetDMR is determined by your user type/role. User types/roles are split between the regulated community and regulatory authority.

Individuals associated with a regulatory authority can, for example: manage each instance of NetDMR, grant initial request for access to TPDES IDs, and assist permit administrators with edit and view requests.

Individuals associated with a regulated entity can, for example: sign and submit discharge monitoring reports (DMRs), view DMRs and a copy of record (COR), modify DMRs, and download a copy of record (COR).

The above referenced functions are associated with user types, so prior to registering to use NetDMR, you should first determine what activities you will be asked to complete. Some users will need to first be duly authorized by a responsible official. For a complete definition of responsible official, please refer to 40 CFR section 122.22.

Additional Resources	
For a schedule of trainings and online tutorials	Visit www.epa.gov/compliance/NPDES-ereporting or netdmr.zendesk.com
For general questions and technical assistance	Contact TCEQ at 512-239-3367, or the NPDES eReporting Help Desk at NPDESeReporting@epa.gov or call toll-free at 877-227-8965