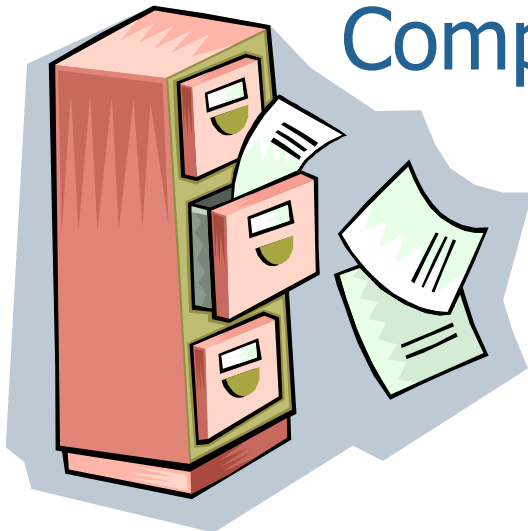


# New Users Guide to NetDMR

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Compliance Monitoring



# Presentation Topics

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

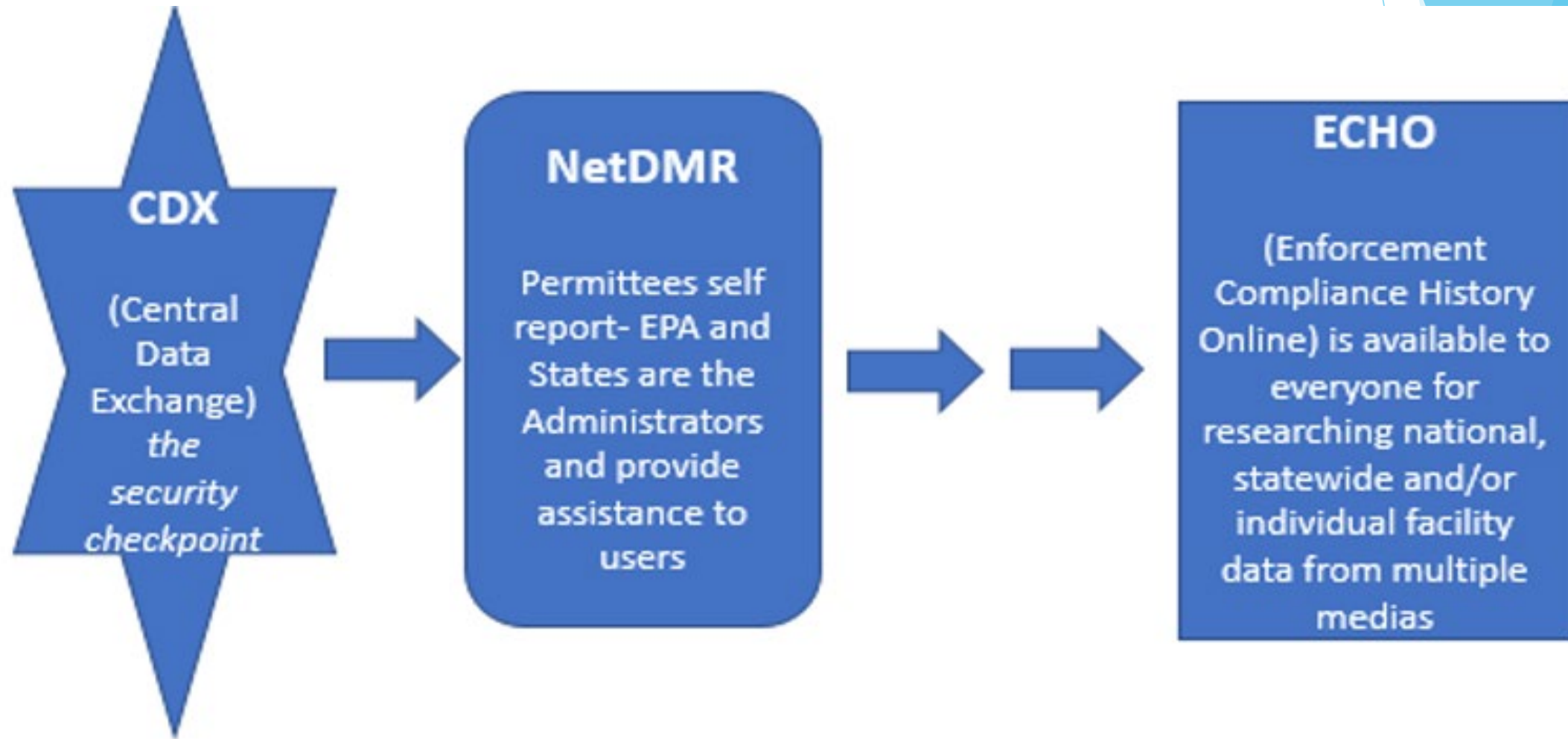
# What is NetDMR?

- 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, Phase I due date December 21, 2016
- E-reporting wavier (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 <sup>rd</sup> 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 (3<sup>rd</sup> 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 Request – More Pitfalls

- ▶ For electronically signed subscriber agreements, if you are a Duly Authorized Representative (DAR) and not a 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

# Useful Website Links & Info

- ▶ NetDMR  
<https://cdxnodengn.epa.gov/oeca-netdmr-web/action/login>
- ▶ NetDMR Support Portal  
<https://netdmr.zendesk.com/hc/en-us>
- ▶ Self-reported data can be accessible through EPA's ECHO database  
<https://echo.epa.gov/>
- ▶ Have questions? Please contact [NetDMR@tceq.texas.gov](mailto:NetDMR@tceq.texas.gov) for assistance regarding NetDMR or our NetDMR HelpLine: (512) 239-3367