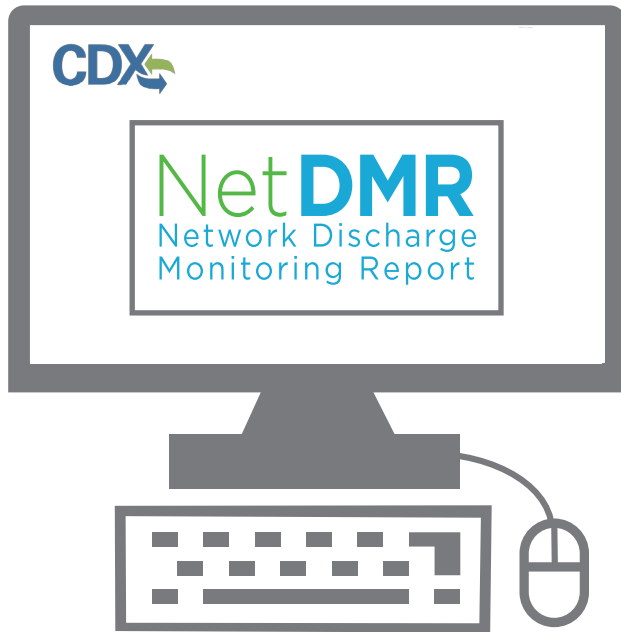




Office of Compliance
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Improving the NetDMR Experience: What You Need to Know

EPA is streamlining access to NetDMR, the tool used to electronically submit NPDES discharge monitoring reports (DMRs). The improved NetDMR provides near real-time identity proofing, and offers electronic signature agreements. These services will reduce paper work and make reporting DMRs quicker and easier. Streamlined access will begin **May 19, 2017**.



This change will **not** affect how you use the NetDMR tool or what you are required to include in your discharge monitoring reports.



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



If you already have a NetDMR account, it will be migrated into CDX. You will receive an email(s) with instructions on how to activate your account and complete registration.

Benefits of Integrating with 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 NetDMR after May 19, 2017

The NetDMR tool will continue to be accessible by going to <https://netdmr.epa.gov>.

Steps for new NetDMR users:

1. Go to <https://netdmr.epa.gov> and create a new account
2. Select the NetDMR program service associated with your permitting authority
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 is required
6. Complete account set up and proceed to NetDMR tool

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 associated with your permitting authority
4. Select the appropriate user type/role
5. If you will be expected to sign a DMR, identity proofing is required
6. Complete account set up and proceed to NetDMR tool

Steps for registered NetDMR users:

1. Receive a user authentication email from NetDMR-notification@epa.gov when the migration is complete
2. The email will include a Customer Retrieval Key (CRK) that will allow you to activate your account
3. Follow the steps to establish a User ID and password, including an electronic signature step*
4. Complete account set up and proceed to NetDMR tool

*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 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 NPDES 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 the eReporting Help Desk at NPDESereporting@epa.gov or call toll-free at 877-227-8965