



*Upcoming eReporting Changes*

*and*

*NetDMR Account Migration to CDX*

# *Why are Reporting Requirements Changing?*

In December 2015, EPA passed the NPDES electronic reporting rule.

Requires permittees to submit certain NPDES data to primacy agencies (DOW) in electronic, database compatible format.

Discharge Monitoring Reports

Notices of Intent

Notices of Termination

No Exposure Certifications

Certain Program Reports



# *Discharge Monitoring Reports*

Kentucky required the use of NetDMR before the federal requirement (December 2016) to avoid having to make the change at the same time as other states.

The Kentucky NetDMR program has been very successful, and we will continue to use NetDMR.

User NetDMR account management will be migrated to EPA Central Data Exchange (CDX) accounts May 12 – 22, 2017.

You should have already seen some email from NPDESeReporting on the user account migration.

Migration will be covered later in this presentation



# Discharge Monitoring Reports

Kentucky has submitted the most DMRs in NetDMR since 2015, and has had the most users in NetDMR since mid 2014.

EPA NetDMR DMR Copy of Record Report, January through December 2016

Row Labels	New Facilities						Sum of Total/Year
	Count of Permit ID	Since Last Report	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
Kentucky DEP	4,275	64	32,349	39,799	46,582	44,900	163,630
EPA Region 06 - AR-GM-LA-NM-OK-TX	366	25	20,960	21,600	21,510	22,033	86,103
Illinois EPA	2,103	22	14,957	15,358	16,126	15,709	62,150
Indiana DEM	1,676	108	6,696	7,635	8,672	9,529	32,532
Louisiana DEQ	1,815	251	5,993	5,947	6,660	8,301	26,901
Colorado DPHE WQCD	797	96	3,811	4,465	5,167	5,216	18,659
EPA Region 01 - NH and MA	951	132	2,717	3,289	3,918	4,926	14,850
Maryland (MDE)	826	180	2,617	2,275	2,529	3,124	10,545
Connecticut DEP	417	53	2,255	2,135	2,308	2,410	9,108
Montana DEQ	451	80	2,055	1,953	2,368	2,689	9,065
Arkansas DEQ	775	345	997	1,250	1,810	3,068	7,125
EPA Region 09 - AZ-CA-GU-MP-MW-NN	85	34	752	1,926	2,095	2,263	7,036
Georgia EPD	633	232	699	1,084	2,032	3,056	6,871
Tennessee Division of Water Resources	713	312	916	1,177	1,777	2,754	6,624
Maine DEP	308	11	70	1,100	1,916	2,034	5,120
NYSDEC	602	375	319	680	1,257	2,779	5,035
Mississippi DEQ	543	153	632	894	1,096	1,468	4,090
South Dakota DENR	221	10	925	921	985	1,054	3,885
EPA Region 10 - Idaho	304	80	524	731	777	1,131	3,163
Hawaii - Dept. of Health	33	6	330	340	569	883	2,122
Utah DWQ	91	9	324	361	442	506	1,633
EPA Region 02 - NY - PR - SR	138	9	152	424	353	345	1,274
EPA Region 10 -Washington	51	21	62	83	145	222	512
EPA Region 08 - CO-MT-ND-SD-UT-WY	45	6	67	132	139	145	483
Rhode Island DEM	38	18	27	62	179	215	483
EPA Region 05	39	5	8	63	104	102	277
EPA Region 03 - DC-DE	16	8	49	42	53	111	255
Nebraska DEQ	31	28			20	202	222
EPA Region 10 - Alaska	54	8	24	3	6	42	75
EPA Region 07	2	2				2	2
Grand Total	18,399	2,683	101,287	115,729	131,595	141,219	489,830
Kentucky percent of total	23%						33%



## *NOIs, NOTs and NECs*

Notices of Intent, Notices of Termination, and No Exposure Certifications are already being submitted to KY DEP through our eForms program.

The only eRule related changes will be updating of some eForms, and the addition of a “signing ceremony” which is similar to signing DMRs in NetDMR.

Individual permit applications will also move to eForms, but the time frame has not been determined and is not a requirement of the eRule.

Submitting eForms requires a One-Stop account with the Kentucky State Government. eForms and One-Stop instructions are available at:

<http://dca.ky.gov/Pages/default.aspx>

Implementation of eReporting is required by December 2021.





# *Program Reports*

Program reports that are covered under the eRule include:

Biosolids Annual Program Reports

CAFO Annual Program Reports

MS4 Annual Program Reports

Pretreatment Annual Reports,  
including SIU Periodic Compliance Reports

Sewer Overflow Event Reports

Cooling Water Intake 316(b) Annual Reports

# Program Reports

Kentucky DEP has 2 options for implementing program reports:

1. Create a Kentucky DEP eForm for each required report
  - Labor intensive to create
  - Few facilities are required to submit each type of report
2. Work with EPA to have EPA contractors create NeT forms (EPA version of eForms) for the program reports
  - EPA Contractor response time is slow
  - EPA planning can be suspect at times (Biosolids reports)
  - We might be limited to having only Nationally required report elements
  - Would need to create a method to get Reports from EPA to Kentucky DEP databases



# *Program Reports*

## Biosolids Annual Program Report for 2016

Kentucky does not have primacy for the Biosolids Program.

Kentucky has modified all KPDES WWTP permits with sludge reporting to remove those parameters from the KPDES permits based on EPA's request.

Facilities generating biosolids may have reporting requirements to the Division of Waste Management.

Facilities that do not use landfills for disposal of biosolids must submit the Biosolids Annual Program Reports directly to EPA.

2016 Annual Report was due in February.





# *Program Reports*

## CAFO Annual Program Reports

KNDOP Ag permitted facilities by definition are NOT CAFOs

At this time only CAFO facilities with KPDES permits will be required to submit these reports.

We hope to have the electronic reports forms available for the 2019 reporting year.



# *Program Reports*

## MS4 Annual Program Reports, Pretreatment Annual Reports and Cooling Water Intake 316(b) Annual Reports

The MS4 and Pretreatment Annual Program reports will be very similar to what are currently being submitted.

Instead of PDF format, a fillable eform with data fields will be used.

We hope to have the electronic reports forms available for the 2018 reporting year for MS4 and Pretreatment, and 2019 reporting year for 316(b).



# *Program Reports*

## Sewer Overflow Event Reports

May require a regulation change to designate how and when Sewer Overflow Events are reported

Some type of eForm with data fields will be used

May develop a cell phone / tablet application or an online form

To be completed prior to the December 2021 deadline





*Questions?*

*Shawn.hokanson@ky.gov*

*NetDMR@ky.gov*



# *NetDMR Account Migration to CDX*

# *What is CDX?*

CDX is the Central Data Exchange operated under the National Computing Center

CDX is administered by US EPA

Kentucky DEP does not have administrator access within CDX and can only provide limited support/advice with CDX issues

CDX is EPA's electronic reporting clearing house, where users can report required information for multiple programs (RCRA, Title V, etc.) using a single account.

NetDMR and ICIS use CDX to transfer NPDES data to between the programs.

ICIS uses CDX to transfer NPDES data to the publicly accessible ECHO database.



# *What Changes will I see in NetDMR?*

Users will LOG IN at CDX or at Zendesk

<https://netdmr.zendesk.com/hc/en-us>

Users will select the CDX Service they want to use:

NETDMR : Kentucky DEP

CDX will route the user to the selected NetDMR Instance.

Users will not be able to edit their account information in NetDMR, that is completed in CDX.

Post-migration Copies of Record (CORs) will be stored in CDX

Retrieving CORs will take slightly longer

NetDMR should run slightly faster due to less storage



# *CDX Benefits*

Users with NetDMR reporting requirements in multiple states will have a single account, not separate accounts for each state

Users that report TRI, RCRA, Biosolids and are using NetDMR Only need a single CDX account to do so.

For new signatories, Lexis-Nexus Identity proofing allows completing subscriber agreements electronically. No mailing of subscriber agreements!

More robust user account and password management (NetDMR had issues)

# *Who Do I ask for Help?*

- CDX - Account information, including passwords, resend your Verification email
  - Call 888-890-1995 (toll-free) or (970) 494-5500 for International callers
  - [helpdesk@epacdx.net](mailto:helpdesk@epacdx.net)
- NetDMR Customer Support
  - Call Center at 1-877-227-8965 (toll-free)
  - Email to [NPDESeReporting@epa.gov](mailto:NPDESeReporting@epa.gov)
- Using NetDMR once Logged in
  - Normal KY DOW contacts
  - Email to [NetDMR@ky.gov](mailto:NetDMR@ky.gov)





## *CDX Migration – what do you need to do?*

1. Know your password and security questions. If you are not absolutely sure what they are, please reset them.
2. You **DO NOT** need to create a CDX account if you do not have one. EPA will create one for you based on your current NetDMR information during the migration process. All of your user roles WILL migrate.
3. Migration will begin May 19<sup>th</sup>, you will not be able to log in between May 19<sup>th</sup> and May 22<sup>nd</sup>. You will receive instructions from EPA NPDESeReporting telling you what to do complete the migration process on May 22<sup>nd</sup>, 2017.
4. Read and follow the instructions carefully to avoid issues.



## *CDX Migration – what do you need to do?*

1. Know your password and security questions. If you are not absolutely sure what they are, please reset them.
2. If you have a CDX account and your account information does not match your NetDMR account, or if your NetDMR user information does not meet CDX rules, EPA NPDESeReporting is sending emails requesting that you make changes to your account to resolve the issue.
3. I have also sent out emails trying to provide a clearer explanation of what needs to be done. You may have received an email from me even though you had previously completed the required changes – if so, you do not need to make additional changes.
4. Please reply to NPDESeReporting when you make the account changes in NetDMR. EPA will verify that the changes made will allow your account to migrate.

# Example email

**From:** NPDESeReporting [mailto:NPDESeReporting@epa.gov]  
**Sent:** Monday, April 03, 2017 12:27 PM  
**To:** shawn.hokanson@ky.gov  
**Cc:** NETDMR (EEC)  
**Subject:** Action Required: Your NetDMR Account Profile Needs Modification

Dear Shawn Hokanson,

Starting **May 19, 2017**, users will experience a new way to access NetDMR. The change is necessary to accommodate the increase in the number of registered NetDMR user accounts to EPA's Central Data Exchange (CDX) on May 19.

You are receiving this email because modifications need to be made to your NetDMR user information in order to ensure a successful integration. **Please make the change**

To guarantee successful integration of your NetDMR account to CDX the issue(s) identified below must be addressed as soon as possible.

**Account Instance:** Kentucky DEP

**User Type:** Internal Administrator

**ACCOUNT ISSUE:** Please ensure that your first name, last name, and user name in NetDMR matches your first name, last name, and User ID in CDX. If you have more than one account that includes a NeT program service (Biosolids, 2015 MSGP, or 2017 CGP), you must migrate your NetDMR account into that specific CDX account.

Please make the change(s) noted as soon as possible and reply to this email when completed. In your reply, be sure to include the CDX user ID of the account you wish to use.

To change your NetDMR account information, follow these steps:

(Note: If you are a signatory, you do not have the ability to change your first & last name in NetDMR; please call the help desk if you need to update this information)



# Account issues by State

State Agency or Region	% of Success of NetDMR Migration outreach (as of Feb 2017): Users who resolved discrepancies/users with discrepancies			
	Total Users - No Outreach	Total users - resolved discrepancies	Total users - with discrepancies	Total % of Successful Outreach
EPA Region 01 - New Hampshire and Massachusetts	915	151	658	23%
EPA Region 02 - NY - PR - SR	245	19	146	13%
EPA Region 03 - DC-DE	71	4	43	9%
EPA Region 04	19	1	9	11%
EPA Region 05	66	2	30	7%
EPA Region 06 - AR-GM-LA-NM-OK-TX	876	93	505	18%
EPA Region 07	26	0	18	0%
EPA Region 08	191	3	53	6%
EPA Region 09 - AS-AZ-CA-GU-MP-MW-NN	90	16	53	30%
EPA Region 10 - Alaska	61	4	30	13%
EPA Region 10 - Idaho	389	36	163	22%
EPA Region 10 - Oregon	54	4	17	24%
EPA Region 10 -Washington	105	7	44	16%
Alaska Department of Environmental Conservation	62	0	25	0%
Arkansas DEQ	1256	50	250	20%
Colorado DPHE WQCD	786	31	217	14%
Connecticut DEP	571	45	221	20%
Georgia Environmental Protection Division	908	58	251	23%
Hawaii - Dept. of Health	97	3	29	10%
Illinois EPA	1759	155	526	29%
Indiana DEM	1500	92	335	27%
Kentucky DEP	2486	133	527	25%
Louisiana DEQ	2361	56	615	16%
Maine Department of Environmental Protection	331	19	48	40%
Maryland (MDE)	1193	30	186	16%
Mississippi DEQ	996	36	273	13%
Montana DEQ	510	19	86	22%
Nebraska Department of Environmental Quality	312	6	108	6%
NYSDEC	1079	36	253	14%
Oregon DEQ	17	0	4	0%
Rhode Island Department of Environmental Mgmt	123	5	29	17%
South Dakota DENR	294	10	56	18%
Tennessee Division of Water Resources	865	57	267	21%
Utah DWQ	167	9	54	17%
Total	20981	1232	6133	20%

Key: Migration Outreach Completion

> 66%	
33%-66%	
<33%	

# *What Happens May 22<sup>th</sup> and Beyond*

1. On May 22<sup>nd</sup>, you will receive a Customer Retrieval Key (CRK) email from [netdmr-notification@epa.gov](mailto:netdmr-notification@epa.gov) with a link and instructions for migrating your account.
2. If you do not receive the email by May 23, check your SPAM folder. If you didn't get one, [helpdesk@epacdx.net](mailto:helpdesk@epacdx.net) with your NetDMR user name and email address, requesting a new CRK email or call 888-890-1995.
3. Read all instructions and enter your information carefully. NetDMR has over 20,000 users, you do not want to have to contact EPA.
4. KY DEP cannot help you with the getting the CRK email, it comes from EPA.
5. KY DEP can provide advice if you get lost in the process.

# Step by Step Migration

*Click the Link 1 Time (only works once)*

**From:** CDX Helpdesk <[netDMR-Notification@epa.gov](mailto:netDMR-Notification@epa.gov)>

**Sent:** Monday, May 22, 2017 9:08 AM

**To:** {User Name}

**Subject:** Action Required for your NetDMR account to successfully migrate to Central Data Exchange (CDX)

Dear NetDMR User,

We are improving NetDMR to make it more accessible, secure and efficient! We apologize for any inconvenience, but we need your help to complete the upgrade. In order to finalize your account set-up in the new system and maintain access to NetDMR, please click on the hyperlink below and follow the steps to update your account:

State Agency or EPA Region: {Instance Name}

<https://dev.epacdx.net/PreRegistration/?CRK=d544eaea-6779-472d-b6df-ff7690342ed8>

Click here

If you click the link and it does not work, please copy and paste it into a new browser window.

Please note, if you are a Signatory, you will go through extra steps to establish your electronic signature in CDX. These steps include providing 5 Security Questions and Answers and signing the CDX Electronic Signature Agreement (ESA).

We greatly appreciate your support during this upgrade.

Sincerely,

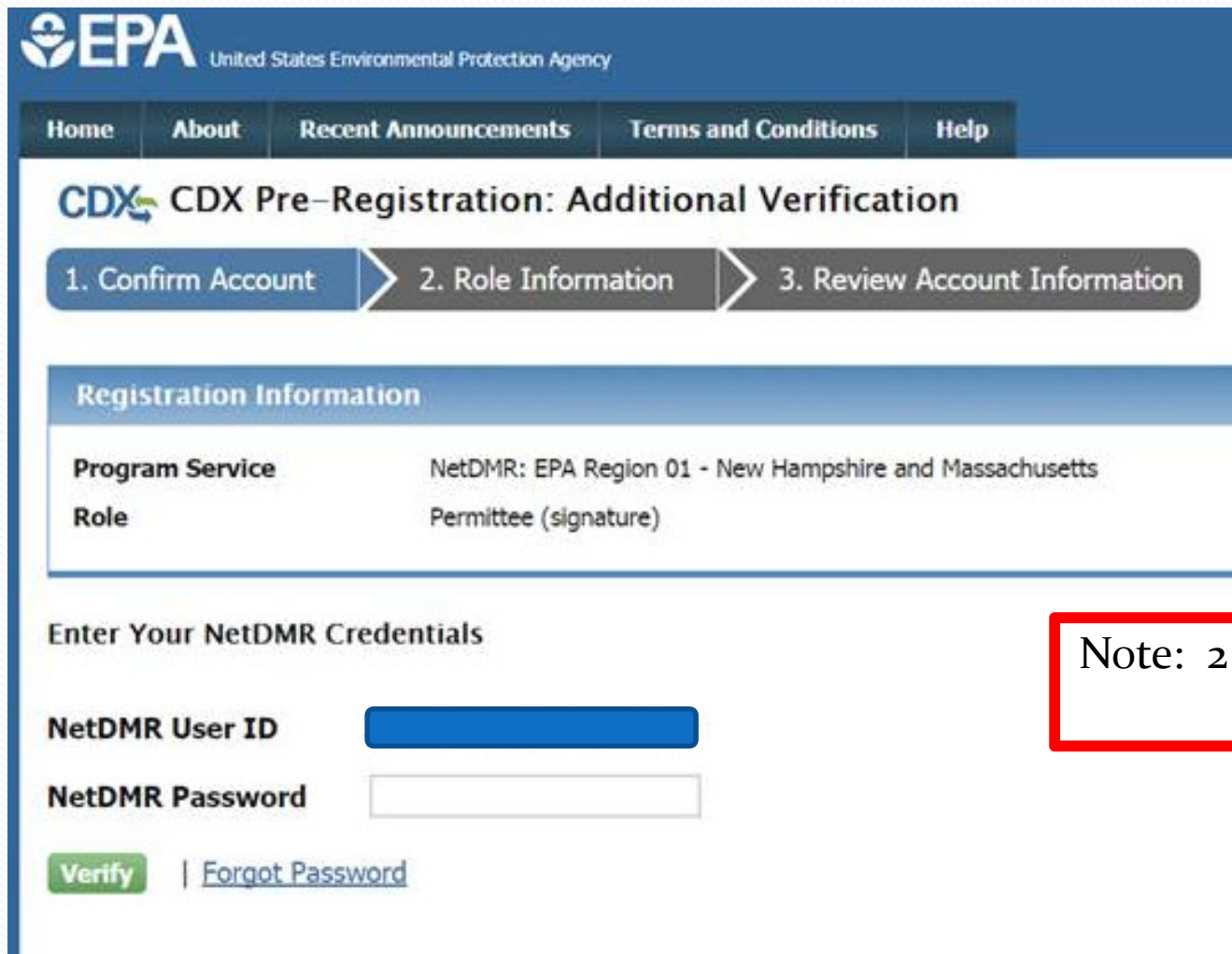
CDX Help Desk

[888-890-1995](tel:888-890-1995) | [\(970\) 494-5500](tel:970-494-5500) for International callers

[helpdesk@epacdx.net](mailto:helpdesk@epacdx.net)



# Step by Step Migration



The screenshot shows the EPA's CDX Pre-Registration: Additional Verification page. At the top is the EPA logo and navigation links: Home, About, Recent Announcements, Terms and Conditions, and Help. Below the navigation bar is a progress bar with three steps: 1. Confirm Account (highlighted), 2. Role Information, and 3. Review Account Information. The main content area is titled 'Registration Information' and contains a table with the following details:

Program Service	NetDMR: EPA Region 01 - New Hampshire and Massachusetts
Role	Permittee (signature)

Below the table is a section titled 'Enter Your NetDMR Credentials' with two input fields: 'NetDMR User ID' and 'NetDMR Password'. At the bottom of this section are a green 'Verify' button and a blue link for 'Forgot Password'.

Note: 2 tries allowed on your password

# Step by Step Migration

*Click Request Role Access*

## CDX CDX Pre-Registration

1. Confirm Account ✓

2. Role Information

3. Review Account Information

### Registration Information

<b>Program Service</b>	NetDMR: Arkansas DEQ
<b>Role</b>	Permittee (signature)

Provide any required additional information, if applicable.

**Select Role**

Permittee (signature) ▾

**Request Role Access**

**Back**

# Step by Step Migration

Fill out the \* Information

The 3 security questions and answers are used when resetting / renewing your CDX password or changing your personal information.

They are not used within NetDMR as verification when submitting DMRs

## CDX Pre-Registration

Logged in as CATHYPERMITADM@GMAIL.COM [Log Out](#)

1. Confirm Account

2. Role Information

3. Review Account Information

### Registration Information

Program Service	NetDMR: Arkansas DEQ
Role	Permittee (no signature)

The following information was entered by an authorized CDX user on your behalf. Please review and make any modifications before completing your profile information. Fields with asterisks (\*) indicate required fields.

### Part 1: User Information

User ID *	<input type="text"/>
Prefix	<input type="text"/>
First Name *	<input type="text"/>
Middle Initial	<input type="text"/>
Last Name *	<input type="text"/>
Suffix	<input type="text"/>
Password *	<input type="password"/>
Re-type Password *	<input type="password"/>
Security Question 1 *	<input type="text" value="-Please Select-"/>
Security Answer 1 *	<input type="text"/>
Security Question 2 *	<input type="text" value="-Please Select-"/>
Security Answer 2 *	<input type="text"/>
Security Question 3 *	<input type="text" value="-Please Select-"/>
Security Answer 3 *	<input type="text"/>



# Step by Step Migration

Search for **your** organization. This is the organization who pays you, not necessarily the place you work.

## Part 2: Organization Info

Enter organization or organization ID

Organization ID	Organization Name	Address	City	State	ZIP Code
<a href="#">20704</a>	SHELL DS	901 LOUISIANA ST	HOUSTON	TX	77009
<a href="#">23036</a>	Shell Offshore, Inc	701 Poydras St	New Orleans	LA	70139
<a href="#">23114</a>	Shell Offshore, Inc.	P. O. Box 61933	New Orleans	LA	70161-1933
<a href="#">23578</a>	Shell Pipeline Company LLC	701 Poydrus Street	New Orleans	LA	70139

Can't find your organization? [Use advanced search](#) or [request that we add your organization](#).

# Step by Step Migration

*If your organization was found*

Select the Select a Current Button radio button, fill in the required information and click Submit Request for Access.

## Part 2: Organization Info

- ☐ Select a Current Organization  
☒ Request to Add an Organization

**Shell Offshore, Inc**

701 Poydras St  
New Orleans, LA, US  
70139

**Email \*** cathypermitadm@gmail.com

**Phone Number \***

**Phone Number Ext**

**Fax Number**

Wrong organization information? [Back to Search Results](#), [Use advanced search](#) or [request that we add your organization](#).

**Submit Request for Access**

# Step by Step Migration

If your organization was not found, click **Use advanced search** to see if you can find it or click **request that we add your organization**.

## Part 2: Organization Info

Enter organization or organization ID

Organization ID	Organization Name	Address	City	State	ZIP Code
-----------------	-------------------	---------	------	-------	----------

No data was found matching your criteria.					
---	--	--	--	--	--

Can't find your organization? [Use advanced search](#) or [request that we add your organization](#).



# Step by Step Migration

## *Adding your organization*

Enter the required information (\*) to create your organization and click

Submit Request for Access

### Part 2: Organization Info

Organization Name *	<input type="text"/>
Country *	<input type="text" value="UNITED STATES"/>
Mailing Address *	<input type="text"/>
Mailing Address 2	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text" value="-Please Select-"/>
ZIP/Postal Code *	<input type="text"/>
Email *	<input type="text" value="jakenetdmr1@yahoo.com"/>
Phone Number *	<input type="text"/>
Phone Number Ext	<input type="text"/>
Fax Number	<input type="text"/>

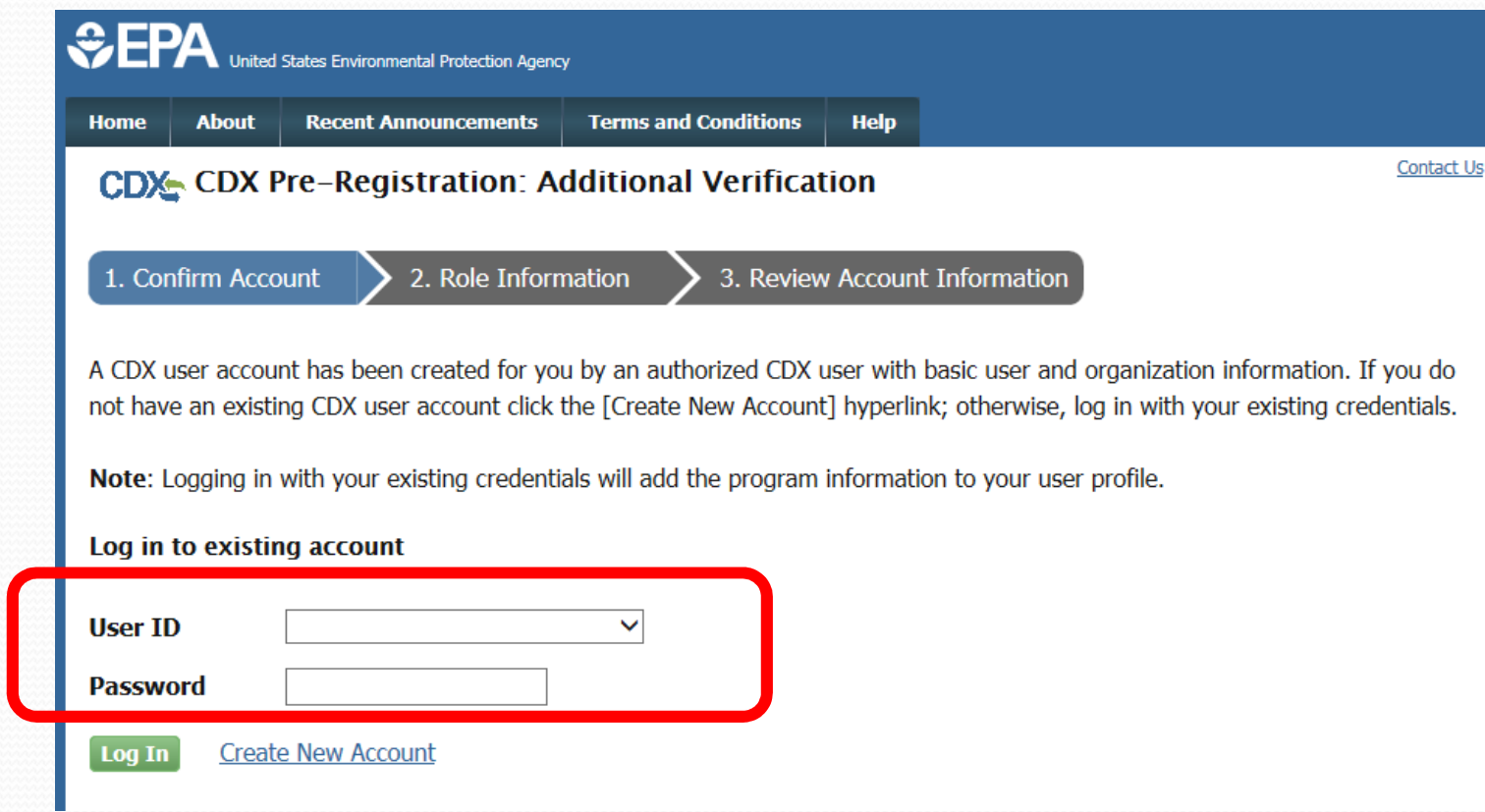
[Back to Search Results](#)


[Submit Request for Access](#)

# Step by Step Migration

*Non-signatory users will now have completed the migration process*

Log In using your NetDMR user name and password



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**CDX** **CDX Pre-Registration: Additional Verification** [Contact Us](#)

1. Confirm Account > 2. Role Information > 3. Review Account Information

A CDX user account has been created for you by an authorized CDX user with basic user and organization information. If you do not have an existing CDX user account click the [Create New Account] hyperlink; otherwise, log in with your existing credentials.

**Note:** Logging in with your existing credentials will add the program information to your user profile.

**Log in to existing account**


User ID

Password

[Log In](#) [Create New Account](#)

# Step by Step Migration

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 **Core CDX Registration** [Contact Us](#)  
Logged in as JAKENETDMR1@GMAIL.COM ([Log out](#))

1. Program Service ✓

2. Role Access ✓

3. User and Organization ✓

4. Confirmation


### Registration Information

Program Service	NetDMR: Arkansas DEQ
Role	Permittee (signature)

**Enter Your Job Title \***  
  
[Next](#)


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CDX Help Desk: 888-890-1995 | (970) 494-5500 for International callers  
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# Step by Step Migration

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 **Central Data Exchange**

[Contact Us](#)  
Logged in as JAKENETDMR1@GMAIL.COM ([Log out](#))

## CDX Registration: Additional Verification

1. Identity Verification ✓

2. Signature Question

3. ESA

You are registered for a program that requires signature question verification. Please select five (5) signature questions and answers. The questions that you select should be questions that you can remember, but difficult for anyone else to guess.


### Select 5 Signature Questions and Answers

What is the first and middle name of your oldest sibling?	▼	<input type="text"/>
What is your favorite pet's name?	▼	<input type="text"/>
What is your favorite song?	▼	<input type="text"/>
What is your favorite movie?	▼	<input type="text"/>
What is your favorite TV show?	▼	<input type="text"/>

Save Answers

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CDX Help Desk: 888-890-1995 | (970) 494-5500 for International callers  
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# ESA

- “Sign Electronically”

## CDX CDX Registration: Additional Verification

[Contact Us](#)  
Logged in as JAKENETDMR1@GMAIL.COM [Log out](#)

1. Identity Verification

2. Electronic Signature Agreement

### Electronic CDX Electronic Signature Agreement

The CDX electronic signature agreement (ESA) is an agreement between yourself and CDX that will authorize your electronic signature. By signing the ESA you agree to adhere to the conditions listed on the agreement below. Once the ESA has been signed, you will be authorized to sign and/or encrypt information for your data flow. For any questions regarding the CDX ESA please contact the [CDX Help Desk](#).

#### U.S. Environmental Protection Agency Office of Enforcement and Compliance Assurance NPDES e-Reporting Tool Electronic Signature Agreement

In accepting the electronic signature credential issued by the U.S. Environmental Protection Agency (EPA) to sign electronic documents submitted to EPA's Central Data Exchange (CDX), and as a representative for:

#### Electronic Signature Holder Company Information

Organization Name	Amazon Oil
Address	100 Main
City, State, Zip	Dallas, TX 12345
Province	
Country	US
Phone Number	(202) 564-8298
E-mail Address	jakenetdmr1@gmail.com
Registrant's Name	Mr Jake Nguyen
CDX User Name	JAKENETDMR1@GMAIL.COM

Sign Electronically

Cancel

# ESA

- Accept

I certify, under penalty of law that the information provided in this document is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

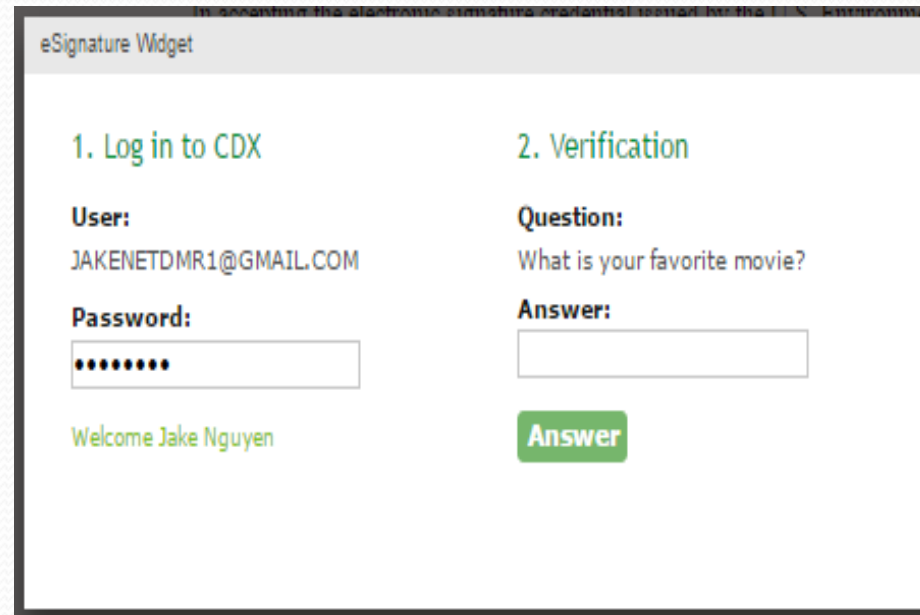
Accept

Decline



# ESA

- Login in to CDX
  - Enter Password
  - Click “Login”
- Verification
  - Enter Signature Verification Answer
  - Click “Answer”



The screenshot displays a web interface titled "eSignature Widget". It is divided into two main sections: "1. Log in to CDX" and "2. Verification".

**1. Log in to CDX**

**User:**  
JAKENETDMR1@GMAIL.COM

**Password:**  
[Password field with masked characters]

Welcome Jake Nguyen

**2. Verification**

**Question:**  
What is your favorite movie?

**Answer:**  
[Answer field]

**Answer** (button)

# Step by Step Migration

*Select your Instance and Role*

Most users will have only one NetDMR instance/role listed. Generally, only users with permits in multiple states will have more than one role.

## CDX Central Data Exchange

MyCDX

Inbox

My Profile

Submission History

### Services

Manage

Status

Program Service Name

Role



NDMR-AR: NetDMR: Arkansas DEQ

[Internal  
User](#)



NDMR-R6: NetDMR: EPA Region 06 - AR-GM-LA-  
NM-OK-TX

[Internal  
User](#)

# Migration Complete (Non-Signatory)

[FAQs](#) | [Getting Started](#) | [Contact the NetDMR Team](#)



**NetDMR**  
Network Discharge  
Monitoring Report

## Welcome

Welcome to the **EPA Region 06 - AR-GM-LA-NM-OK-TX** Installation of NetDMR! NetDMR is a web-based application that allows National Pollutant Discharge Elimination System (NPDES) Permittee Users to enter and electronically submit Discharge Monitoring Report (DMR) data through the Central Data Exchange (CDX) to EPA. All facilities required to provide DMR data as part of their NPDES permit will need to do so electronically using NetDMR as of December 21, 2016. If you are interested in learning more about NetDMR please check out the NetDMR Support <https://netdmr.zendesk.com/home>

## Access NetDMR

[Continue to NetDMR](#)

- First time users should check to see if your permit is available in NetDMR yet by [Checking your Permit ID](#)
- If you have any questions about NetDMR, please contact [Ngyuen.helen@epa.gov](mailto:Ngyuen.helen@epa.gov).

## News

- There are no news items

### Warning Notice

*The registration procedure for the National Installation of NetDMR is part of the United States Environmental Protection Agency's (EPA) Central Data Exchange, which is for authorized use only. Unauthorized access or use of this computer system may subject violators to criminal, civil, and/or administrative action. All information on this computer system may be monitored, recorded, read, copied, and disclosed by and to authorized personnel for official purposes, including law enforcement. Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to these terms.*

### Privacy Statement

*EPA will use the personal identifying information which you provide for the expressed purpose of registration to the National Installation of NetDMR site at the Central Data Exchange and for updating and correcting information in internal EPA databases as necessary. The Agency will not make this information available for other purposes unless required by law. EPA does not sell or otherwise transfer personal information to an outside third party. [Federal Register: March 18, 2002 (Volume 67, Number 52)][Page 12010-12013]*



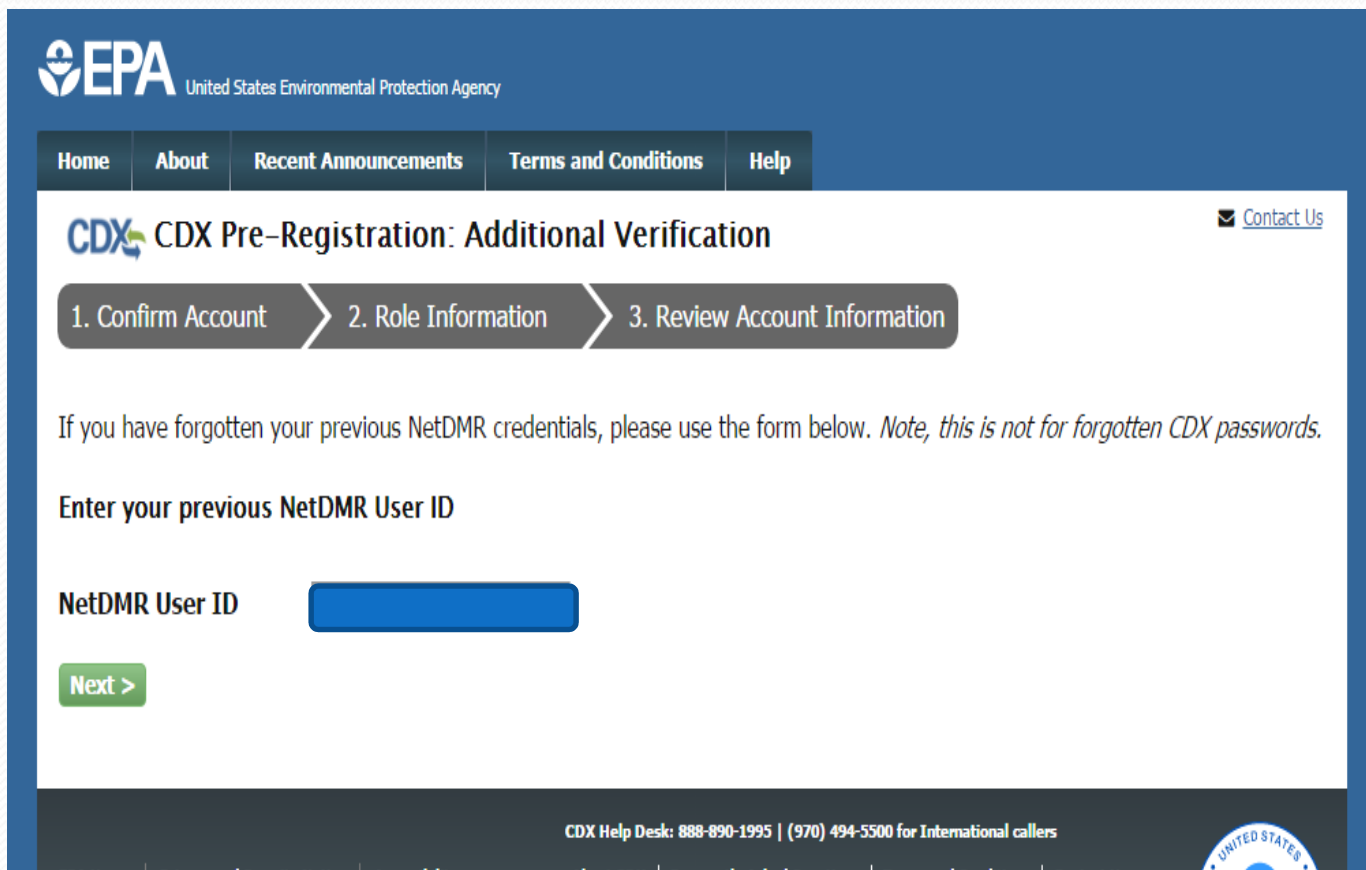


# *Migration Problems*

# Expired Password/Reset Password OR Forgot Password

- You can use the “Forgot Password” utility
- Click on “Forgot Password”
- Answer the Security question correctly
- Get verification code in email
- Continue with the registration process

# Forgot Password – Enter User ID



The screenshot shows the EPA website's CDX Pre-Registration: Additional Verification page. The header includes the EPA logo and navigation links: Home, About, Recent Announcements, Terms and Conditions, and Help. The main content area features a progress bar with three steps: 1. Confirm Account, 2. Role Information, and 3. Review Account Information. Below the progress bar, a message states: "If you have forgotten your previous NetDMR credentials, please use the form below. *Note, this is not for forgotten CDX passwords.*" The form prompts the user to "Enter your previous NetDMR User ID" and includes a text input field for the "NetDMR User ID". A green "Next >" button is positioned below the input field. The footer contains the CDX Help Desk contact information: 888-890-1995 | (970) 494-5500 for International callers, and a small United States seal.

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**CDX** CDX Pre-Registration: Additional Verification [Contact Us](#)

1. Confirm Account > 2. Role Information > 3. Review Account Information

If you have forgotten your previous NetDMR credentials, please use the form below. *Note, this is not for forgotten CDX passwords.*

Enter your previous NetDMR User ID

NetDMR User ID


[Next >](#)

CDX Help Desk: 888-890-1995 | (970) 494-5500 for International callers


UNITED STATES



# Forgot Password – Provide Security Answer

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 **CDX Pre-Registration: Additional Verification** [Contact Us](#)

1. Confirm Account

2. Role Information

3. Review Account Information

To reset your password, you must answer your secret question.

Secret Question for NetDMR User ID:

What is the temporary answer for this user to enter when prompted to reset their security questions?

[Next >](#)

# Verification Code

- A Verification Code will be sent to your email
- An email should be sent quickly
- You have to enter the verification code within 20 minutes

NetDMR Password Reset Notification (TEST) Inbox x



helpdesk@epacdx.net

12:40 PM (0 minutes ago) ☆



to me ▾

A request to reset your NetDMR account password from within CDX, [p.tdnetdmr7@gmail.com](mailto:p.tdnetdmr7@gmail.com), has been processed. If you believe you have received this message in error because you have not requested to reset your NetDMR password, please contact the Help Desk immediately.

To complete the password reset process, you need to copy and paste this code onto the CDX page that initiated this request:

7moslr

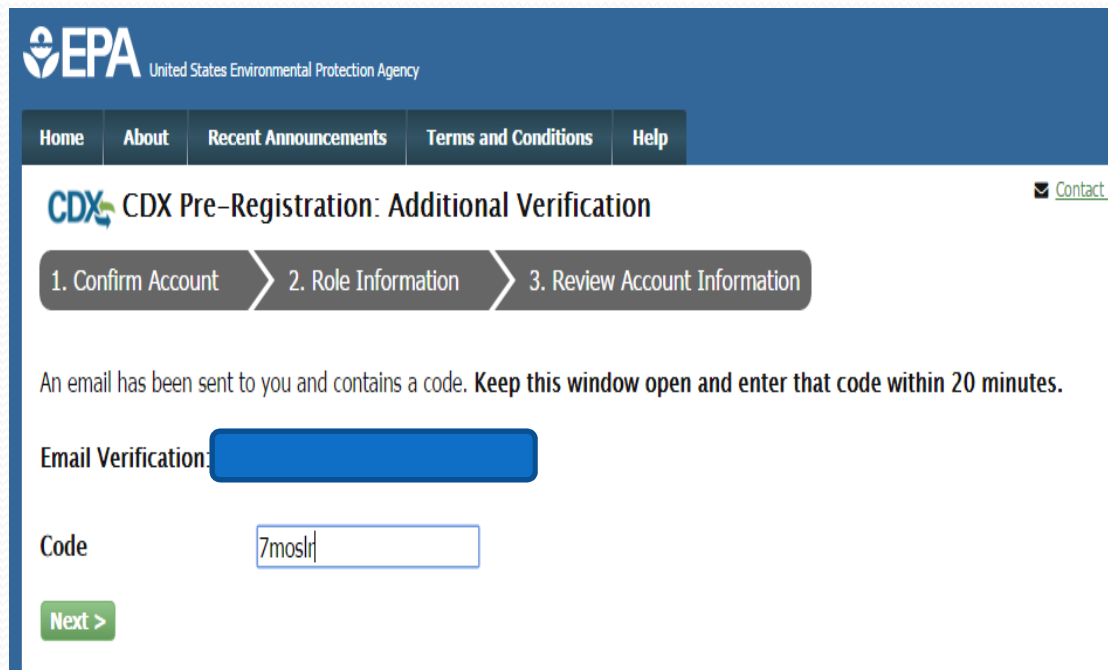
This code may only be used one time and expires after approximately 20 minutes.

If you have questions concerning this message, you may contact CDX Help Desk by email at [helpdesk@epacdx.net](mailto:helpdesk@epacdx.net) or by calling the CDX Technical Support Staff through our toll free telephone support on [888-890-1995](tel:888-890-1995) between Monday through Friday from 8:00 am to 6:00 pm EST/EDT. For International callers, the CDX Help Desk can also be reached at [\(970\) 494-5500](tel:970-494-5500).

United States Environmental Protection Agency - Central Data Exchange

# Verification Code

- User enters verification code



The screenshot shows the EPA website's CDX Pre-Registration: Additional Verification page. The header includes the EPA logo and navigation links: Home, About, Recent Announcements, Terms and Conditions, and Help. The main heading is "CDX Pre-Registration: Additional Verification" with a "Contact Us" link. A progress bar shows three steps: "1. Confirm Account" (active), "2. Role Information", and "3. Review Account Information". Below the progress bar, a message states: "An email has been sent to you and contains a code. **Keep this window open and enter that code within 20 minutes.**" The "Email Verification:" label is followed by a blue rectangular input field. The "Code" label is followed by a text input field containing the code "7moslr". A green "Next >" button is located at the bottom left of the form area.

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CDX CDX Pre-Registration: Additional Verification [Contact Us](#)

1. Confirm Account > 2. Role Information > 3. Review Account Information

An email has been sent to you and contains a code. **Keep this window open and enter that code within 20 minutes.**


Email Verification:

Code


[Next >](#)



# User Resets Password

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 **CDX Pre-Registration: Additional Verification** [Contact Us](#)

1. Confirm Account> 2. Role Information> 3. Review Account Information

**Enter Your New NetDMR Password**  
You have successfully answered your secret question and verified your email address. Please change your NetDMR password using the form below.

Email Verification:

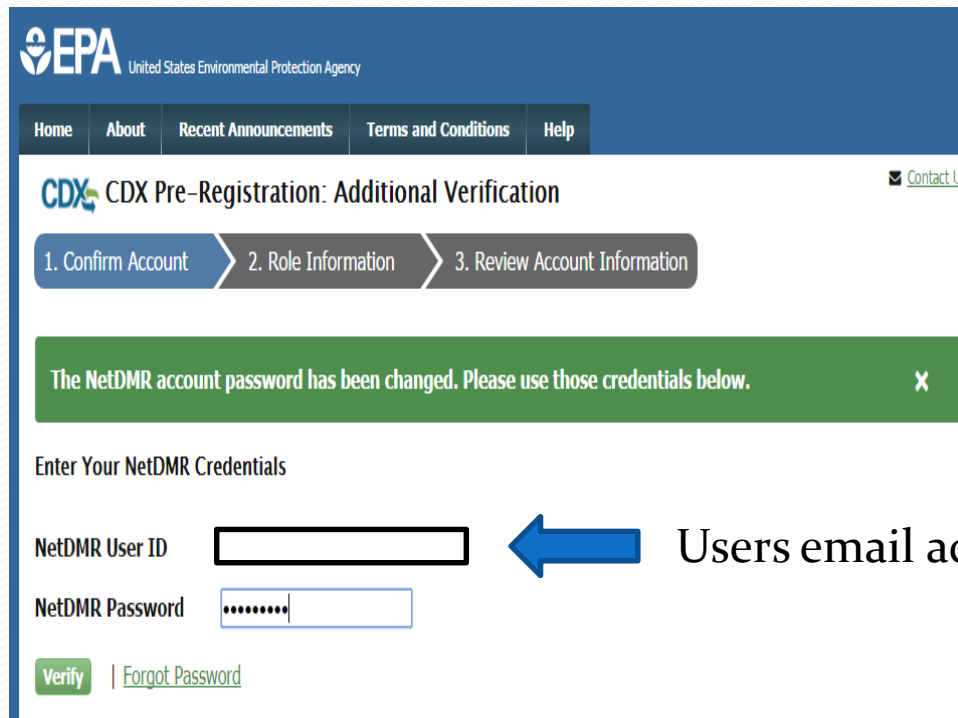
Enter password


Confirm password

Next >


# Account has been changed

- User Enters New NetDMR Password




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1. Confirm Account > 2. Role Information > 3. Review Account Information

The NetDMR account password has been changed. Please use those credentials below. 

Enter Your NetDMR Credentials

NetDMR User ID

NetDMR Password

[Verify](#) | [Forgot Password](#)

Users email address here

# Locked Out of NetDMR

- If you did not pass the credential verification, your NetDMR account will be locked
- NetDMR Customer Support
  - Call Center at 877-227-8965 (toll-free)
  - Email to [NPDESeReporting@epa.gov](mailto:NPDESeReporting@epa.gov)





# Recommendation for Credentials

- As soon as possible after this meeting, log into NetDMR
- Unless you recently changed your password, RESET NOW so your password will not be expired
- Click on “My Account”
- Click on “Edit”
- Check your Security Questions (Case sensitive)
- If you have any doubt about the answers to those security questions, reset your Security Answers and Save
- Write them down (and lock them up in secure location)



*Questions?*

*Shawn.hokanson@ky.gov*

*NetDMR@ky.gov*

## **NetDMR – CDX Migration Walkthrough**

1. On or shortly after May 22, 2017, you'll receive a CRK email from "netdmr-notification@epa.gov" with a link asking you to migrate your NetDMR User account to CDX.
  - a. You will receive a separate CRK email for each Instance you were registered with.
  - b. If you do not receive an email, check your SPAM folder or consult with your IT staff.
  - c. If you are not able to troubleshoot, please request that the CDX Help Desk resend the email. (888) 890-1995; (970) 494-5500 for international callers; [helpdesk@epacdx.net](mailto:helpdesk@epacdx.net)
2. Open the email, Click the link within the email.
  - a. Click only 1 time.
  - b. If nothing happens when you click the link, copy & paste the link into your browser's address bar.
3. CDX is launched.
4. Your Instance and User ID will be displayed. Enter your current (or last known working) NetDMR Password.
  - a. Expired passwords will work
  - b. You get 2 attempts to enter the correct Password.
  - c. If your second attempt fails, you will be asked one of your NetDMR Security Questions.
    - i. The answer is Case Sensitive.
    - ii. You get 1 attempt to answer the security question correctly.
    - iii. If you fail to answer the security question correctly, your NetDMR account is locked and you will not be able to proceed with CDX migration. Please refer to this document ***{{reserved for url to account locked article in NetDMR Zendesk}}*** for further instructions.
5. CDX will display your Role assignment. You cannot change this. Click **Request Role Access** button.
  - a. DO NOT concern yourself if your Role assignment is not accurate. Your Role can be changed after migration. Our goal, at this stage, is to complete the migration process.
6. Fill out the required User Information.
  - a. User ID and name will be filled in for you. Select and Answer 3 security questions.
7. Search for and select your Organization. Your Organization is your employer (not the company you work on behalf for).
  - a. If not available, request that your Organization be added.
8. Enter your Phone number.
9. Click **Submit Request for Access**.
10. You will be asked to login again. Login using your now CDX User ID and Password. This is the same User ID and Password used in Step 4 above.
  - a. At this stage, all Permittee(No-Signature) and Data Providers are finished with migration (skip to Step 18). Permittees (Signature) must continue to Step 11.

### **For Signatories ONLY**

11. Enter your Job Title. Click **Next**.
12. Select and Answer 5 Security Questions. Click **Save Answers**.
13. An Electronic Signature Agreement (ESA) will appear. Click **Sign Electronically** button.
  - a. Users with an existing approved NetDMR Subscriber Agreement will not be asked to authenticate via LexisNexis
14. A pop-up window will appear, click **Accept**.
15. Enter your CDX Password. Click **Login**.
16. You will be randomly asked one of your 5 security questions. Answer it and click **Answer**.
17. Click **Sign**
18. You will be taken to your MyCDX landing Page. You will see your Instance name and Role assignment. Click on your Role link to launch NetDMR. It is at this stage you can change your CDX Role if needed.