

2015 MSGP Electronic Reporting Tools

Topics

- ▶ 2015 MSGP Electronic Reporting Overview
- ▶ NeT Electronic Reporting Demo
 - Accessing the NPDES eReporting Tool (NeT) through the Central Data Exchange (CDX)
 - Using NeT to submit MSGP forms
- ▶ Regulatory Authority Tools

2015 MSGP Electronic Reporting Overview

Electronic Reporting Under the 2015 MSGP

- ▶ Consistent with the eReporting rule, electronic reporting under the 2015 MSGP is required unless a waiver has been granted from the EPA Regional Office (in which case paper forms may be submitted)
- ▶ Electronic reporting systems for the 2015 MSGP:
 - NPDES eReporting Tool (NeT)
 - Accessed through the Central Data Exchange (CDX) at <https://cdx.epa.gov/>
 - Used for submitting the following MSGP forms: Notice of Intent (NOI), Annual Report, Notice of Termination (NOT), No Exposure Certification (NOE)
 - NetDMR
 - Accessed at <https://netdmr.epa.gov/netdmr/public/home.htm>
 - Used for reporting monitoring results for applicable benchmark, impaired waters, and numeric effluent limit monitoring requirements
- ▶ Data submitted through NeT and NetDMR is available to Regulatory Authorities within EPA's Integrated Compliance Information System (ICIS)
- ▶ Data is made publicly available through EPA's Enforcement and Compliance History Online (ECHO) tool

Submitting Forms Using NeT

- Notice of Intent (NOI)
- Annual Report
- Notice of Termination (NOT)
- No Exposure Certification (NOE)

Accessing NeT-MSGP through CDX

▶ Basic Steps:

- Go to <http://cdx.epa.gov> and click “Register with CDX”
- Choose the “NETEPAMSGP: NeT - EPA NPDES Stormwater Industrial Multi-Sector General Permit” program service
- Select user role (i.e., Preparer, Certifier, or Duly Authorized Representative of Certifier)
- Enter basic user and organization information
- Click on email from CDX to complete registration process

Accessing NeT-MSGP through CDX

- ▶ Identify-proofing/electronic signature agreement for Certifiers and Duly-Authorized Representatives (to meet CROMERR requirements)

LexisNexis Verification for EPA - Google Chrome

LexisNexis Risk Solutions FL Inc. [US] https://secure.accurint.com/app/bps/epa

LexisNexis | Verification for EPA

* Required Fields

Authorized Representative

Last Name * First Name * Middle Name

SSN (Last 4) *

Home Address *

Home City * Home State * Home Zip *

Home Phone Date of Birth * MM/DD/YYYY

TIP: Before selecting submit, double check your information to ensure a successful submission.

Submit Cancel

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CDX Home About CDX Recent Announcements Terms and Conditions FAQs Help

Logged in as MSGPCERTIFIER (Log out)

Central Data Exchange

Contact Us

Last Login: 9/2/2014 11:26:11 AM

CDX Registration: Additional Verification

1. Identity Verification 2. Electronic Signature Agreement

This is the only verification of a successful Lexis Nexis submission

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

Select 5 Challenge Questions and Answers

Five dropdown menus for selecting challenge questions and answers.

Save Answers

Launching NeT

- ▶ After registering your CDX account to the NETEPAMSGP program service, launch NeT by clicking on your Role on the MyCDX screen

The screenshot shows the CDX Central Data Exchange MyCDX interface. At the top left is the CDX logo and 'Central Data Exchange'. At the top right are links for 'Contact Us' and 'Logged in as [redacted] (Log out)'. Below the header are navigation tabs: 'MyCDX', 'Inbox', 'My Profile', and 'Submission History'. The main content area is divided into two sections: 'Services' and 'News and Updates'. The 'Services' section has a 'Manage' icon and a table with columns for 'Status', 'Program Service Name', and 'Role'. A single row is visible with a user icon, 'NETEPAMSGP: NeT - EPA NPDES Stormwater Industrial Multi-Sector General Permit', and the role 'Preparer' highlighted with a blue box. Below the table are two buttons: 'Add Program Service' and 'Manage Your Program Services'. The 'News and Updates' section contains a text announcement about a responsive layout update, dated September 04 2014.

Status	Program Service Name	Role
	NETEPAMSGP: NeT - EPA NPDES Stormwater Industrial Multi-Sector General Permit	Preparer

NeT - Home Page



Welcome cathyceffytx  Logout



Home



Forms



Task List



History



Forms

View available forms and start filling them in



Task List

Complete your saved draft forms and tasks



History

View the history of forms you have submitted

Forms

This is where you will be able to browse the forms available to you and start filling in new forms. If this is your first time then start here.

Quick Links:

-  1. EPA Multi-Sector General Permit (MSGP) Form
-  2. EPA Multi-sector General Permit (MSGP) Annual Report

NeT - FORMS

Forms

 **1. EPA Multi-Sector General Permit (MSGP) Form**
File a New NOI, Change NOI, NOT, New NOE, Change NOE, or Discontinue NOE Form

[Open Form](#)

 **2. EPA Multi-sector General Permit (MSGP) Annual Report**
File a New Annual Report or Change Annual Report Form

[Open Form](#)

NeT - MSGP Forms

Note: This is a "smart form"; as you fill out the form, additional questions will appear that you will need to answer.

Permit Information

1. What action would you like to take? *

Save to NeT

To save a partially completed form for completion at a later date from a different computer, click the 'Save to NeT' button. Clicking this button will cause you to exit the form. You can then logon to NeT with your username and password at any time to complete this transaction.

▶ Select from the pull down menu

Permit Information

1. What action would you like to take? *

- File a New Notice of Intent Form
- Change an Existing Notice of Intent Form (e.g. Make changes to Facility information, Discharge information, Monitoring requirements, etc.)
- Terminate Permit Coverage
- File a New No Exposure Certification for Exclusion from Permit Form
- Change an Existing No Exposure Certification for Exclusion from Permit Form
- Discontinue an Existing No Exposure Certification for Exclusion from Permit Form

Save to NeT' button. Clicking this button will cause you to exit the form. You can then logon to NeT with your username and password at any time to complete this transaction.

NeT - New NOI Form

Permit Information

1. What action would you like to take? *

File a New Notice of Intent Form

Submission of this Notice of Intent (NOI) constitutes notice that the operator identified in the Facility Operator Information section of this form requests authorization to discharge pursuant to the NPDES Stormwater Multi-Sector General Permit (MSGP) permit number identified in the Permit Information section of this form. Submission of this NOI also constitutes notice that the operator identified in the Facility Operator Information section of this form meets the eligibility conditions of Part 1.1 of the MSGP for the facility identified in the Facility Information section of this form. To obtain authorization, you must submit a complete and accurate NOI form. Discharges are not authorized if your NOI is incomplete or inaccurate or if you were never eligible for permit coverage.

Operator Name (Organization Name) *

Cathy Test Facility

Operator Name as Noted by the NOI Preparer

2. Select the state/territory where your facility is located? *

Texas

3. Is your facility located on Indian Country lands? *

Yes No

4. Are you requesting coverage as a "federal operator" as defined in Appendix A? *

Yes No

5. Are you a new discharger or a new source as defined in Appendix A? *

Yes No

6. Do you directly discharge to any of the waters of the U.S. that are designated by the state or tribal authority under its antidegradation policy as a Tier 3 water (Outstanding Natural Resource Water) (See Appendix L)? Your project will be considered to discharge to a Tier 3 water if the first water of the US to which you discharge is identified by a state, tribe, or EPA as a Tier 3 water. For discharges that enter a storm sewer system prior to discharge, the first water of the US to which you discharge is the waterbody that receives the stormwater discharge from the storm sewer system. *

10. Master Permit Number

TXR05F000

Accessing NeT-MSGP through CDX

- ▶ Identify-proofing/electronic signature agreement for Certifiers and Duly-Authorized Representatives (to meet CROMERR requirements)*

CDX Registration: Additional Verification Contact Us
Last Login: 9/2/2014 11:26:11 AM

1. Identity Verification 2. Electronic Signature Agreement

Electronic Signature Agreement

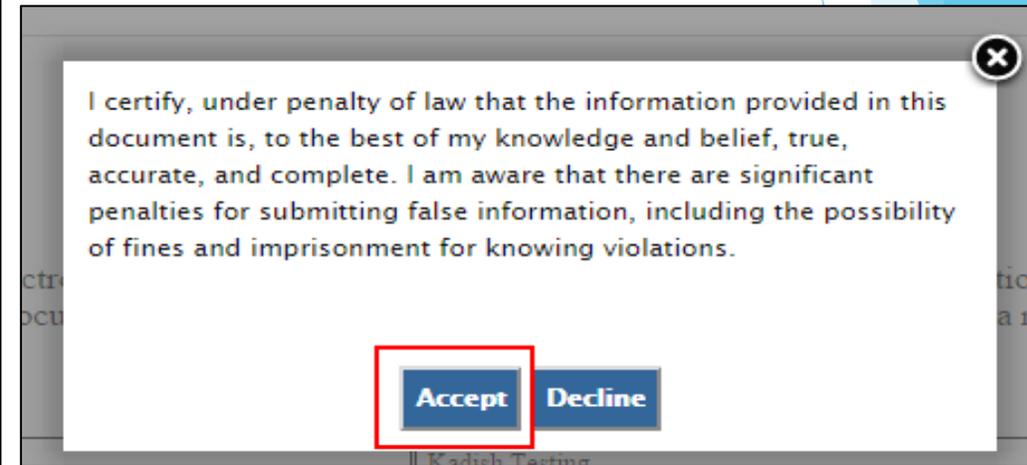
The electronic signature agreement (ESA) is an agreement between yourself and CDX that will authorize your electronic signature. By signing the ESA you agree to adhere to the conditions listed on the agreement below. Once the ESA has been signed, you will be authorized to sign and/or encrypt information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

**U.S. Environmental Protection Agency
OECA 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	This will show all the information you previously provided during the Registration Process
Address	
City, State, Zip	
Province	
Country	
Phone Number	
E-mail Address	
Registrant's Name	
CDX User Name	



* A paper signature agreement is an option if the user does not pass the LexisNexis identify verification process or chooses not to complete it*

NeT - Tasks

The screenshot displays the NeT NPDES eReporting Tool interface. At the top left is the logo for NeT NPDES eReporting Tool. At the top right, it says "Welcome cathy certifytx". Below the logo is a navigation bar with four items: Home (house icon), Forms (document icon), Task List (checkmark icon), and History (clock icon). The Task List item is highlighted with a blue underline. Below the navigation bar are three main sections: Forms, Task List (1), and History. The Task List (1) section is highlighted with a blue rounded rectangle. Below the Task List (1) section is a callout box with the following text:

Task List
This is where you will be able to find the forms that you have saved but not yet submitted. You will also see any form related tasks assigned to you in this section.

Quick Links:

NeT - Tasks

Welcome cathyceffytx  Logout

[Home](#) [Forms](#) [Task List](#) [History](#)

Task List

 Acknowledge form submission. Please check you submitted this 1. EPA Multi-Sector General Permit (MSGP) Form [Confirm](#)

Saved At: 7 May 2015 1:42 PM

NeT - Tasks



Welcome cathycertifytx  Logout



Home



Forms



Task List



History

Acknowledge Saved Form

One of your forms was saved but the user was not logged in. Can you please preview a read-only copy of the form by clicking on 'Preview Form' and check that you saved this form. If you did save it please click on 'Acknowledge', otherwise please click on 'Reject'.

[Preview Form](#)

[Acknowledge](#)

[Reject](#)

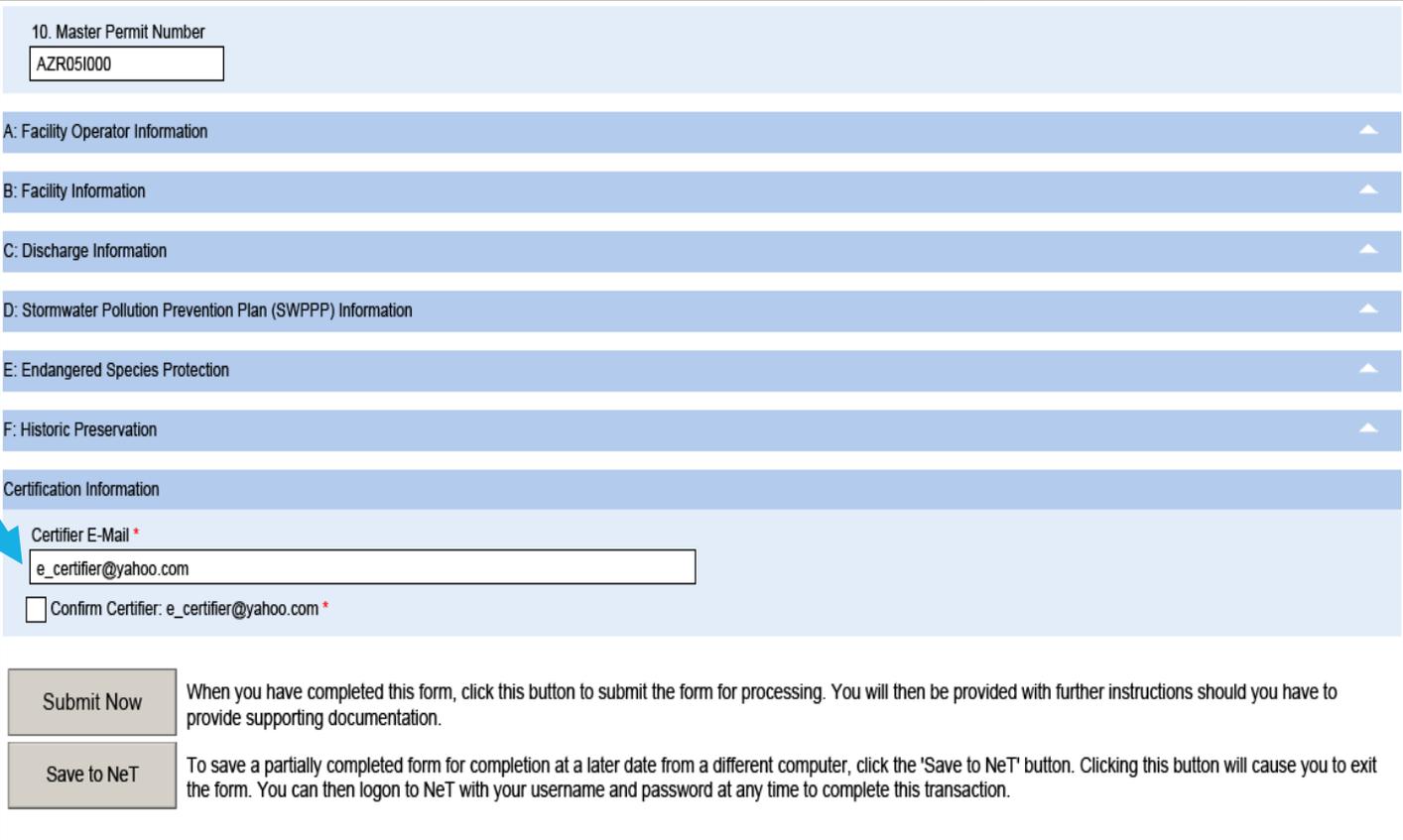
[Cancel](#)

Ready for Signature



If form prepared by “Preparer” :

- ▶ Typer in the Certifier’s email address and click on the check box to confirm (Note: the Certifier must already have a CDX account registered with the Certifier role)
- ▶ Click on Submit Now to submit the completed form to the Certifier
- ▶ The Certifier will receive an email notifying them to log in to NeT-MSGP to review, sign, and submit the form



10. Master Permit Number
AZR05I000

A: Facility Operator Information

B: Facility Information

C: Discharge Information

D: Stormwater Pollution Prevention Plan (SWPPP) Information

E: Endangered Species Protection

F: Historic Preservation

Certification Information

Certifier E-Mail *
e_certifier@yahoo.com

Confirm Certifier: e_certifier@yahoo.com *

Submit Now When you have completed this form, click this button to submit the form for processing. You will then be provided with further instructions should you have to provide supporting documentation.

Save to NeT To save a partially completed form for completion at a later date from a different computer, click the 'Save to NeT' button. Clicking this button will cause you to exit the form. You can then logon to NeT with your username and password at any time to complete this transaction.

Signing/Certifying forms in NeT

If Signatory entered the data,
click "Submit Now" to be able
to Sign

Certification Information

I certify under penalty of law that this document and all attachments were prepared under my direction and control and that I am a duly licensed professional under the laws of the State of Florida. I am aware that there are civil and criminal penalties for providing false information. I am aware that there are civil and criminal penalties for providing false information. 40 CFR 122.22(d)

Submit Now

When you have completed this form, click this button to submit and provide supporting documentation.

Save to NeT

To save a partially completed form for completion at a later date, click this button. You can then logon to NeT with your username and password.

If someone else entered
the data, Signatory will go
to their Task List

OR



Task List (1)

Complete your saved draft forms
and tasks

Signing/Certifying forms in NeT



Submission Attachments

Instructions

To complete your form submission, follow the instructions below and then click on Attachments Completed.

Optional Attachments

These attachments are optional but you may wish to add them to your submission.

Other optional attachments

File type(s):

.txt,.csv,.doc,.docx,.xls,.xlsx,.zip,.pdf,.jpg

Maximum file size: 20 MB

[+ Add File](#)

Total size: 0 KB

Total number of attachments: 0

[Attachments Completed](#)

[Return to Form](#)

[Cancel Submission](#)

Signing/Certifying forms in NeT



CDX Signature

Instructions

Please complete the CDX Signing process.
Use the "Sign" button to populate the fields, then use the "Signing Complete" button.
Click [here](#) if you would like to save a copy of the signable package.

CDX Activity ID *

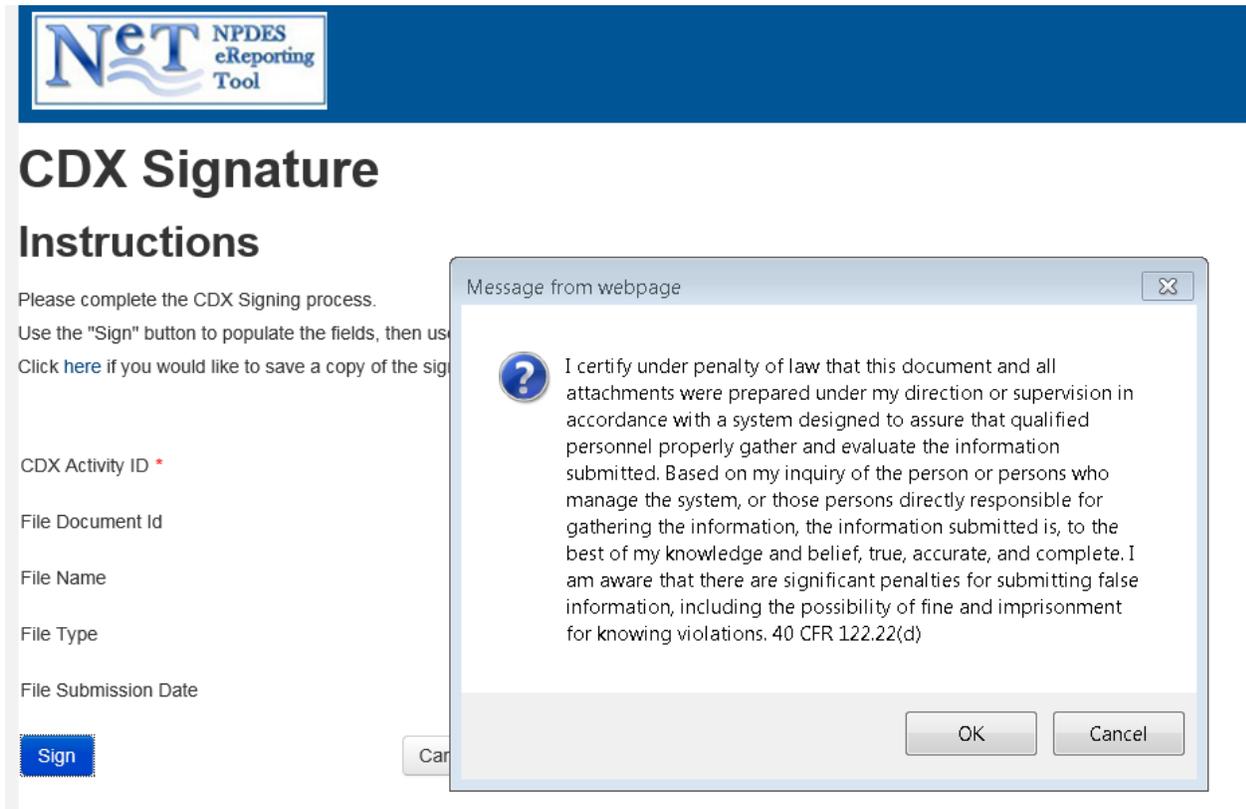
File Document Id

File Name

File Type

File Submission Date

Signing/Certifying forms in NeT



NeT NPDES eReporting Tool

CDX Signature Instructions

Please complete the CDX Signing process.
Use the "Sign" button to populate the fields, then use the "Cancel" button to return to the main page.
Click [here](#) if you would like to save a copy of the signature.

CDX Activity ID *

File Document Id

File Name

File Type

File Submission Date

Message from webpage

 I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted 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 fine and imprisonment for knowing violations. 40 CFR 122.22(d)

Signing/Certifying forms in NeT



NeT NPDES
eReporting
Tool

eSignature Signing Page

1. Login into CDX

User:
cathycertifytx

Password:

Signing/Certifying forms in NeT



eSignature Signing Page

1. Login into CDX

User:

cathycertifytx

Password:

Welcome Cathy Bius

2. Answer Secret Question

Question:

What was your high school's mascot?

Answer:



Signing/Certifying forms in NeT



eSignature Signing Page

1. Login into CDX

User:

cathycertifytx

Password:

Welcome Cathy Bius

2. Answer Secret Question

Question:

What was your high school's mascot?

Answer:

Correct Answer

3. Sign File

Sign Cancel

Signing/Certifying forms in NeT

CDX Signature

Instructions

Please complete the CDX Signing process.

Use the "Sign" button to populate the fields, then use the "Signing Complete" button.

Click [here](#) if you would like to save a copy of the signable package.

CDX Activity ID *	<input type="text" value="_40bc5ac3-3af5-4428-9130-0ac8"/>
File Document Id	<input type="text" value="369dcdca-4868-4187-8b92-659a:"/>
File Name	<input type="text" value="Submission-Package-d838009a1"/>
File Type	<input type="text" value="application/x-gzip"/>
File Submission Date	<input type="text" value="Thu May 07 15:44:54 EDT 2015"/>
<input type="button" value="Signing Complete"/> <input type="button" value="Cancel Submission"/> <input type="button" value="Return to Form"/>	

Signing/Certifying forms in NeT

Home Forms Task List History

1. EPA Multi-Sector General Permit (MSGP) Form

 **Thank you**
Your form has been submitted for processing.

Submission ID: **MSGP-411**
(This number can be used to help track your form's progress)
Completed: 3:46 PM, Thursday 7 May 2015

From Here

 Download a PDF copy of your form
[Download Now](#)

OR

 Send yourself an email with a PDF copy to your form
Your Email Address

[Send Now](#)

 [View your form submission history](#)

Email to Permittee

EPA Multi-Sector General Permit (MSGP) Notice of Intent (NOI) Submitted to EPA for 30-Day Review - EPA Stormwater Team's Marina, NPDES ID: DCR05AA33



Inbox x



enoi-test@epa.gov

to me

9:01 AM (0 minutes ago)



2015-09-30

NeT Submission ID: MSGP-712

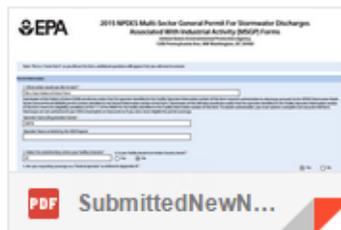
Your Notice of Intent (NOI) requesting coverage for EPA Stormwater Team's Marina, 11510 Maine Ave SW Tidal Basin Washington DC 20024, under EPA's Multi-Sector General Permit (MSGP) has been certified and submitted to the EPA for review. The NPDES ID for this NOI is DCR05AA33. Your coverage under the MSGP begins at the conclusion of the 30-day waiting period, unless otherwise notified that your coverage has been delayed or denied. You will receive an email informing you once your coverage under the MSGP is active with a copy of the certified NOI attached.

For a copy of the form you submitted, please go to the History tab within NeT, which is accessible from <https://test.epacdx.net>, and click on the View Receipt button for NeT Submission ID MSGP-712.

For guidance about this process, please visit: <http://water.epa.gov/polwaste/npdes/stormwater/Stormwater-eNOI-System-for-EPA's-MultiSector-General-Permit.cfm>. For more information about the MSGP, including a copy of the permit, please visit: <http://water.epa.gov/polwaste/npdes/stormwater/EPA-Multi-Sector-General-Permit-MSGP.cfm>. If you have specific questions, please contact authority_kb@yahoo.com; Bendik.kaitlyn@Epa.gov; jh.msgpra@gmail.com; Farris.erika@epa.gov; dataapprover@yahoo.com; cdx.ra.test@gmail.com.

To access a history of your submissions, go to MyCDX within EPA's Central Data Exchange (CDX) and click on the Submission History tab. To see details about this submission, click on the Search tab within My Submissions, enter the following Submission ID value: `_6946f9b3-20e4-4098-9783-5917e2fc81b2`, and click Search.

This is an automated response; please do not reply to this email.



Email Assigning NPDES Permit ID



enoi-test@epa.gov

EPA Multi-Sector General Permit (MSGP) Notice of Intent (NOI) Submitted - Cathy Test Facility, NPDES ID: TXR05FA14, NeT Submission

To [Redacted]

Retention Policy Inbox (Never)

Expires Never

Message receipt.pdf (155 KB) cdx-signing-metadata.xml (987 B)

2015-05-07

A Notice of Intent (NOI) requesting coverage for Cathy Test Facility, 100 Main Street Ponder TX 54321, under EPA's Multi-Sector General Permit (MSGP) was certified and submitted through NeT by Cathy Dins (cathycertifytx@mail.com), and is undergoing its 30-day review period. A copy of the submitted form is attached. The NPDES ID is TXR05FA14 and the NeT Submission ID is MSGP-411.

For additional information about this NOI, including any attachments submitted, please access the form within NeT using your Regulatory Authority CDX account at <https://test.epacdx.net>. Once logged into NeT, click on the To Do section on the Workspace homepage to access the Task List and find the form in the queue. You may claim the NOI and use the labeled buttons to Approve, Reject, or Place the NOI On Hold. If the NOI is Approved, it will be immediately submitted to EPA's Integrated Compliance Information System (ICIS). If the NOI is Rejected, you will enter a Reason for Rejection and a task will be sent to the Certifier. If the NOI is Placed on Hold, it will stay in your task list until you take further action. The Certifier will be notified of any actions taken. If no action is taken, the NOI will be automatically approved and submitted to ICIS after 30 days.

This is an automated response; please do not reply to this email.

NeT - History

The screenshot shows the NeT NPDES eReporting Tool interface. At the top left is the logo for NeT NPDES eReporting Tool. At the top right, it says "Welcome cathyceffytx" with a "Logout" button. Below the header is a navigation bar with icons for Home, Forms, Task List, and History. The History section is highlighted with a blue border. Below the navigation bar are three main sections: Forms, Task List, and History. The History section is highlighted with a blue border. Below the History section is a callout box with the following text:

Forms
This is where you will be able to browse the forms available to you and start filling in new forms. If this is your first time then start here.

Quick Links:

1. EPA Multi-Sector General Permit (MSGP) Form
2. EPA Multi-sector General Permit (MSGP) Annual Report

NeT - History

History

🕒 7 May 2015 3:46 PM - 1. EPA Multi-Sector General Permit (MSGP) Form

Processing Status: **Waiting**

Status Updated: 7 May 2015 3:49 PM

Submission ID: **MSGP-411**

[View Receipt](#)

🕒 10 Apr 2015 9:19 AM - 1. EPA Multi-Sector General Permit (MSGP) Form

Processing Status: **Accepted By ICIS**

Status Updated: 10 Apr 2015 9:35 AM

Submission ID: **MSGP-408**

[View Receipt](#)

🕒 8 Apr 2015 11:42 AM - 1. EPA Multi-Sector General Permit (MSGP) Form

Processing Status: **Accepted By ICIS**

Status Updated: 8 Apr 2015 11:53 AM

Submission ID: **MSGP-407**

[View Receipt](#)

Overseeing “Active” NOIs and other NeT/NetDMR submissions

- ▶ EPA and states can access data through **ICIS**
- ▶ The public can access data through **ECHO** Enforcement and Compliance History Online

The screenshot shows the ECHO website interface. At the top left is the ECHO logo with the text "Enforcement and Compliance History Online". To the right are links for "Log In" and "Contact Us". The main content area is titled "Search Community" and contains a description of the site's purpose, a "Quick Search" section with a text input field and a "Search" button, and a "Tutorial" link. On the left side, there are two navigation buttons: "Search Community" (with a house icon) and "Explore Facilities" (with a factory icon). On the right side, there are three navigation buttons: "Create Maps" (with a compass icon), "Analyze Trends" (with a bar chart icon), and "Advanced Tools" (with a wrench icon). At the bottom left, there is a "Latest News" section with a sub-header "ECHO News" and a list of news items. At the bottom center, there are two navigation buttons: "Help" (with a question mark icon) and "Resources" (with an open book icon).

MSGP Electronic Reporting Website

- ▶ Electronic reporting guidance is available on EPA's "Electronic Reporting Under the 2015 Multi-Sector General Permit (MSGP)" webpage:

<http://water.epa.gov/polwaste/npdes/stormwater/Stormwater-eNOI-System-for-EPAs-MultiSector-General-Permit.cfm>

- Includes EPA's NeT-MSGP User Guide for step-by-step instructions on using NeT

http://water.epa.gov/polwaste/npdes/stormwater/upload/NeT_Quick_Start.pdf

- Includes help desk contact information

NetDMR – Electronic Reporting Webinars:

December 2, 2015 at 10-11 Pacific Time

January 6, 2016 at 10-11 Pacific Time

Contact Jason Rodriguez to sign up:

Rodriguez.Jason@epa.gov

206-553-8508