



INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Electronic Discharge Monitoring Report (eDMR)

www.idem.IN.gov

Mitchell E. Daniels, Jr.
Governor

Thomas W. Easterly
Commissioner

100 North Senate Avenue, Mail Code 65-42, Indianapolis, IN 46204
Phone: (317) 233-2653 Toll Free: (800) 451-6027

Description:

- The Federal Discharge Monitoring Report (DMR) and state Monthly Report of Operation forms (MRO) are required for facilities that hold National Pollutant Discharge Elimination System (NPDES) permits in the State of Indiana.
- DMR and MRO reports are submitted monthly or quarterly and provide documentation as to whether facilities are complying with their NPDES permit limits.
- IDEM is working with facilities to enable electronic submission of DMR and MRO forms.

IDEM's Role:

- The Indiana Department of Environmental Management (IDEM) is responsible for protecting human health and the environment while providing for safe industrial, agricultural, commercial, and governmental operations vital to a prosperous economy.
- The Permits Branch in IDEM's Office of Water Quality issues permits that establish limitations on discharges to protect water quality.
- The Compliance Branch in IDEM's Office of Water Quality verifies compliance with the terms of NPDES permits through inspections, completes data quality reviews of DMRs and MROs, and enters the DMR data into the federal ICIS-NPDES database.

Benefits:

- Electronic data submission will allow more timely and accurate submittal of forms that were previously mailed, prevent late or lost DMR submittals, and eliminate errors in MRO calculations and when transferring data from the MRO to DMR form.
- Additionally, electronic submission saves resources – time, paper, ink and mailing costs, as paper is no longer necessary once the facility's initial test period is complete. In accordance with the Federal Cross-Media Electronic Reporting Rule (CROMERR) requirements, these electronically-submitted reports are legally binding documents and replace signed paper forms.

Who is Eligible:

- Facilities that currently submit DMR forms to IDEM should register for eDMR.

Registering for eDMR:

- A registration guide can be found on the IDEM Web site at http://www.in.gov/idem/files/wastewater_edmr_reg_guide.doc. This guide will provide step-by-step instructions on the registration process.
- Both the certified operator and the authorized agent roles for a facility must be registered separately.
- Once the online registration is complete, an Indiana Electronic Subscriber Agreement (IESA) must be completed for each applicant in order to comply with federal regulations. Each form must be signed in ink and sent by U.S. mail to IDEM.
- The IESA form for both the authorized agent and certified operator must be received in order for a facility to use eDMR.
- Additional verification processes will occur once the signed IESA is received by IDEM.

Utilizing eDMR:

- When submitting the report through eDMR, the certified operator must complete, electronically sign and submit the state form to the authorized agent. Once complete, the authorized agent will receive an alert by e-mail. The authorized agent must review, electronically sign and submit both the state MRO/MMR form and the federal DMR reports electronically to IDEM.
- Data can be entered daily, weekly, or monthly, and saved often. The eDMR form allows editing and changes to be made until the authorized agent submits the report to IDEM.
- Once a form is submitted through the eDMR process, it cannot be changed, although revised versions can be submitted through the system.
- Facilities that are new to the program will be asked to continue completing and submitting paper forms for at least three months, in order to verify the accuracy of submitted information. After that initial three-month time period, if no issues are encountered, only electronic submittals will be required.
- An instruction guide for authorized agents, certified operators, and data entry staff can be found on the IDEM Web site at http://www.in.gov/idem/files/wastewater_edmr_instruction_manual.doc. The guide provides more information on the eDMR Web site and features available to users.

More Information:

- For more information on registration, using the eDMR interface, or other frequently asked questions, visit the IDEM Web site at <http://www.in.gov/idem/5104.htm>.
- Facilities that need additional information regarding eDMR or wish to arrange an on-site visit for assistance with the registration process should contact Rose McDaniel at (317) 233-2653 or, by e-mail, at rmcdanie@idem.IN.gov.
- For media inquiries, contact IDEM's media office at (317) 232-8512.