



# Washington State Department of Ecology's

## Electronic Discharge Monitoring Reports (eDMR)

# eDMR Overview – What?

- Electronic Discharge Monitoring Reports (eDMR) is an application to submit your discharge monitoring reports online.

# eDMR Overview – Why?

- Why would you want to use eDMR?
  - Data is submitted and received at Ecology with the click of a button.
  - Multiple DMRs can be signed with one submission.
  - Third party participates (lab) can enter the data for a facility and then notify the signer that the data is ready.
  - Enhanced data quality, better warning and validation checks during data entry.

# eDMR Overview – How?

- Once you are signed up, logging into eDMR is as easy as logging into your bank account.
- The next few slides will highlight:
  - Signing up
  - Preparer and Submitter roles
  - Features
  - Advance Features (don't have to use).

# Signing Up

- One time setup
  - Create a user name and password with SecureAccess Washington (SAW) at <https://secureaccess.wa.gov/>
  - Apply for eDMR access
  - Select eDMR application role
    - Preparer – has the ability to enter DMR data, but cannot submit the DMR.
    - Submitter – has the ability to enter DMR data and has the legal authority to submit DMR.

# Sign Up – Preparer Role

- In order to finish signing up, the will need to select which facilities they are allowed to submit data for.
- This means:
  - Multiple preparers can have access to one facility.
    - Labs can enter data directly for a facility.
  - People that just need to review a DMR can have this role.

# Sign Up – Submitter Role

- This is a more secure role for users that have signatory authority for a DMR.
- Set up includes:
  - Security questions and answers.
  - Additional pin/password.
  - Electronic Signature Agreement (ESA).
  - Facility selection.
- This role can be used for delegated users.

# eDMR Features – Preparer Role

- Enter DMR summary and/or daily data online for one or many DMRs.
- Bulk upload DMR data for more than one permit at a time.
- Notify DMR submitters when a DMR is ready for submission.
- View/print submitted DMRs and their submission history.

# eDMR Features – Submitter Role

- All of the Preparer role features.
- Submit multiple DMRs at the same time.
  - Multiple DMRs for the same permit.
  - Multiple DMRs across different permits.

# eDMR Advanced Features

- Notify third party individuals when a DMR is submitted.
- View all users related to facilities you are related to.
- Add new monitoring points before you start your DMR.
  - Construction stormwater & Sand and Gravel permits only.