

Lucio Orellana - eSMR Training Follow Up

From: Lucio Orellana
To: dsholl@calsprouts.com
Date: 2/24/2012 7:59 AM
Subject: eSMR Training Follow Up

*Pacific Coast Sprouts
Case File*

Dear Daniel Sholl:

I want to thank you for attending last week's electronic self-monitoring report (eSMR) training.

As we discussed during the training, you will continue to submit paper monitoring reports until you have been notified by staff that you have successfully transitioned to electronic reports only. Because Pacific Coast Sprouts is only required to submit quarterly monitoring reports, beginning with the First Quarter 2012 quarterly SMR, due April 1, you are expected to submit SMRs both as a paper report and through eSMR. For the eSMRs, you will be expected to submit the cover letter as well as all required monitoring data either as a CDF file upload or as eSMR attachments.

If you have any questions during the process of completing and submitting the eSMRs, please contact me before contacting the State Water Board staff. Also, if you need additional help with the eSMR submittals, let me know and we can schedule a date when a State Water Board staff person and I can go to your facility and help you with the database preparation and submittal process.

The following are some reminders for eSMR submittals during your eSMR transition period:

1. You must submit both a paper SMR and an eSMR. In order for an eSMR submittal to be considered "successful", the paper SMR and eSMR must match. Please continue to modify the PET Tool template so that the data submitted electronically covers all of the Monitoring and Reporting Program requirements and matches your paper SMR. Please upload influent, effluent and receiving water water monitoring data using a CDF file upload. If there are data that you are not able to upload to the eSMR using the PET tool we have provided you, or manually using CIWQS, they should be uploaded as attachments (e.g. as PDFs). Examples are toxicity monitoring results, diagrams, biosolids reports, etc.
2. When using the PET tool, the Data Type "Single" must be selected when you are reporting a lab result for a sample, regardless of whether it is for a grab or composite sample. If you only collect one sample per week and that "Single" value is also the weekly average value, enter that data again as a separate row in the PET tool and choose Data Type "Average Weekly (AWEL)". If you only collect one sample per month and that "Single" value is also the monthly average value, enter that data again as a separate row in the PET tool and choose the Data Type "Average Monthly (AMEL)".
3. Until your agency receives a letter from the Central Valley Water Board stating that you have submitted three "successful" electronic submittals, the paper SMR will be used for determining compliance with your NPDES permit. When you complete the transition to electronic SMRs, the eSMRs will be the legal document used for compliance determination.
4. Please use the Cover Letter Template we provided you on the CD. This template must be used as the cover letter for all eSMR submittals. You can also print it out and use it as the cover letter for the paper copy.
5. When reporting mass loading (with units of lbs/day) when the concentration result is non-detect (ND), calculate the mass loading using the MDL, and then report the calculated result with the "less than" qualifier "<".
6. When reporting mass loading (with units of lbs/day) when the concentration result is detected but not

quantified (DNQ), calculate the mass loading using the RL, and then report the calculated result with the "less than" qualifier "<".

The implementation of eSMR is a learning process for both our regulated agencies and the Water Board staff and we would greatly appreciate your feedback to see how we are doing and where improvement is needed.

Finally, I want to thank you again for your continued cooperation and offer my help to make this transition to electronic reporting a smooth process.

Best Regards,

Lucio Orellana
Water Resource Control Engineer
NPDES Compliance and Enforcement Unit
Central Valley Regional Water Quality Control Board
E-mail: lorellana@waterboards.ca.gov
Phone: 916-464-4660