

**Orellana, Lucio@Waterboards**

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**From:** Bennett, Jarma@Waterboards  
**Sent:** Thursday, November 06, 2014 1:45 PM  
**To:** Morgan, Nichole@Waterboards  
**Subject:** screen shots  
**Attachments:** Screen Shots.docx

Hi Nichole,

As we discussed, here are some screen shots showing what a discharger would see if they tried to report against a regulatory measure that was set to “Level II” reporting.

Please let me know if you have any questions about these or if you want to log in as a discharger yourself.

jarma

Login screen – logging into a test environment as a discharger that is an LRO for the California Sprout facility (is also an LRO for a test site)

### California Integrated Water Quality System (CIWQS)

User ID:

Password:

Forgot your password? [Reset your password here](#)

Forgot your User ID? [Get your User ID here](#)

Main menu – select “submit/review smr or dmr reports

#### Main Menu

- [Submit/Review SMR or DMR Reports](#)
- [Run Reports](#)
- [View/Change My Personal Information](#)
- [Administer System](#)

**Recently Accessed Records:**

**SMR Records**

[1343725 - 2009-TEST DWQ - Quarterly SMR \( MONRPT \) report for Q4 2013](#)

[1216811 - 2009-TEST DWQ - Quarterly SMR \( MONRPT \) report for Q1 2013](#)

[1255823 - 2009-TEST DWQ - Monthly SMR \( MONNPDES \) report for May 2013](#)

[1130975 - 2009-TEST DWQ - Semi-Annual SMR \( EF\\_WATER \) report for H1 2013](#)

[1015959 - 2009-TEST DWQ - Monthly SMR \( MONNPDES \) report for August 2012](#)

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Facility Selection – because this account is linked to multiple facilities, the facility select screen is presented; click on the Sprout facility

#### Self Monitoring Report (SMR)

Facility Name:

Related Regulatory Measure Identifier:  All ▼

**Recently Accessed Records:**

[1343725 - 2009-TEST DWQ - Quar](#)

[1216811 - 2009-TEST DWQ - Quar](#)

[1255823 - 2009-TEST DWQ - Mont](#)

[1130975 - 2009-TEST DWQ - Semi](#)

[1015959 - 2009-TEST DWQ - Mont](#)

Select the facility for which you are submitting this Self Monitoring Report Previous 1-2 of 2 Next

Facility	Facility Physical Address	Responsible Agency Name	Case Worker Name
<a href="#">California Sprout, LLC Sacramento Facility</a>	5640 Warehouse Sacramento, CA 95826		Lucio Orellana
<a href="#">Test</a>	1001 North I Street 8 Sacramento, CA 93239		

By default, active orders are shown; click the order number

## SMR / DMR Reporting

Facility Name: California Sprout, LLC Sacramento Facility

Select the order that details the requirements for this Self Monitoring Report:

Show Active  Show All

Order Number	Order Type	Program	Effective Dates
<a href="#">R5-2013-0073</a>	Enrollee	NPDNONMUNIPRCS	05/03/2012 -

See that reports with the status of “future” are shown but there are no links to enter the report and submit data because the reg measure is set to “Level 1” reporting.

## SMR / DMR Reporting

Facility Name: California Sprout, LLC Sacramento Facility

Order Number:

Water Board Office: Region 5S - Sacramento

Case Worker: Lucio Orellana

Reporting Level: Level I

To review or submit a report, select it from the list below. To change the list of reports, check the status types and/or enter start and end dates.

**Show reports that meet these criteria**

Status:

Submitted - report was already submitted to water board

In-Progress - report has been edited but not submitted

Past Due - report deadline has passed and report has not been submitted

Future - report due date is in the future

Show Report Due Between:  and

Search results:

[Export to Excel](#) Show: 25

Previous 1-2 of 2 Next

ID	Report Name	Type	Frequency	Reporting Period	Due Date	Status	Date Received	Date Reviewed	Certified Violations
1475477	Q3 2014	MONRPT	Quarterly	07/01/2014 - 09/30/2014	11/01/2014	Future			No
1510129	Q4 2014	MONRPT	Quarterly	10/01/2014 - 12/31/2014	02/01/2015	Future			No

Going back to the order selection screen and selecting “Show All” results in being able to select the NPDES Permit.

## SMR / DMR Reporting

Facility Name: California Sprout, LLC Sacramento Facility

Select the order that details the requirements for this Self Monitoring Report:

Show Active  Show All

Order Number	Order Type	Program	Effective Dates
<a href="#">R5-2013-0073</a>	Enrollee	NPDNONMUNIPRCS	05/03/2012 -
<a href="#">R5-2005-0034</a>	NPDES Permits	NPDINDSML	03/17/2005 - 06/07/2012

Here, the discharger could access old reports by clicking on the “Report Name” hyperlink.

**SMR / DMR Reporting**

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Facility Name: California Sprout, LLC Sacramento Facility      Order Number: R5-2005-0034  
 Water Board Office: Region 5S - Sacramento      Case Worker: Lucio Orellana  
 Reporting Level: Level II

To review or submit a report, select it from the list below. To change the list of reports, check the status types and/or enter start and end dates.

**Show reports that meet these criteria**

Status:

Submitted - report was already submitted to water board

In-Progress - report has been edited but not submitted

Past Due - report deadline has passed and report has not been submitted

Future - report due date is in the future

Show Report Due Between:  and

[Refresh List](#) | [Show Calendar Year](#)

[Export to Excel](#)    Show:     Previous | 1-2 of 2 | Next

**Search results:**

ID	Report Name	Type	Frequency	Reporting Period	Due Date	Status	Date Received	Date Reviewed	Certified Violations	Report	Withdrawal
864530	<a href="#">Q2 2012</a>	MONNPDES	Quarterly	04/01/2012 - 06/30/2012	08/01/2012	Past Due			No		
864529	<a href="#">Q1 2012</a>	MONNPDES	Quarterly	01/01/2012 - 03/31/2012	05/01/2012	Submitted Past Due	05/23/2012	05/23/2012	No	<a href="#">Download Report</a>	

See the “Contact Us” page under CIWQS Resources for the Help Desk information.

## California Integrated Water Quality System Project (CIWQS)

### Contact Us

Our goal is to provide you with the best possible service and your questions and suggestions are vital to our success. We are looking forward

You may contact us at:  
 Phone: 866-79-CIWQS (24977)  
 Email: [ciwqs@waterboards.ca.gov](mailto:ciwqs@waterboards.ca.gov)  
 Monday through Friday (excluding State Holidays)  
 8:00 a.m. - 5:00 p.m.

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Have a CIWQS question or issue?  
 Fill out our [CIWQS Issue Tracking System form](#)