



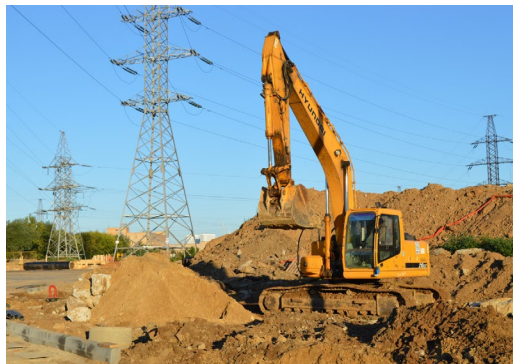
Texas Electronic Reporting System

Rebecca L. Villalba, Water Quality Division, Texas Commission on Environmental Quality

October 21, 2022

TPDES Stormwater General Permits

Construction
NOIs: 30,172
Waivers: 19



Industrial
NOIs: 7,572
NECs: 2,644



**Municipal
Phase II**
NOIs: 527
Waivers: 42



Electronic Permitting -

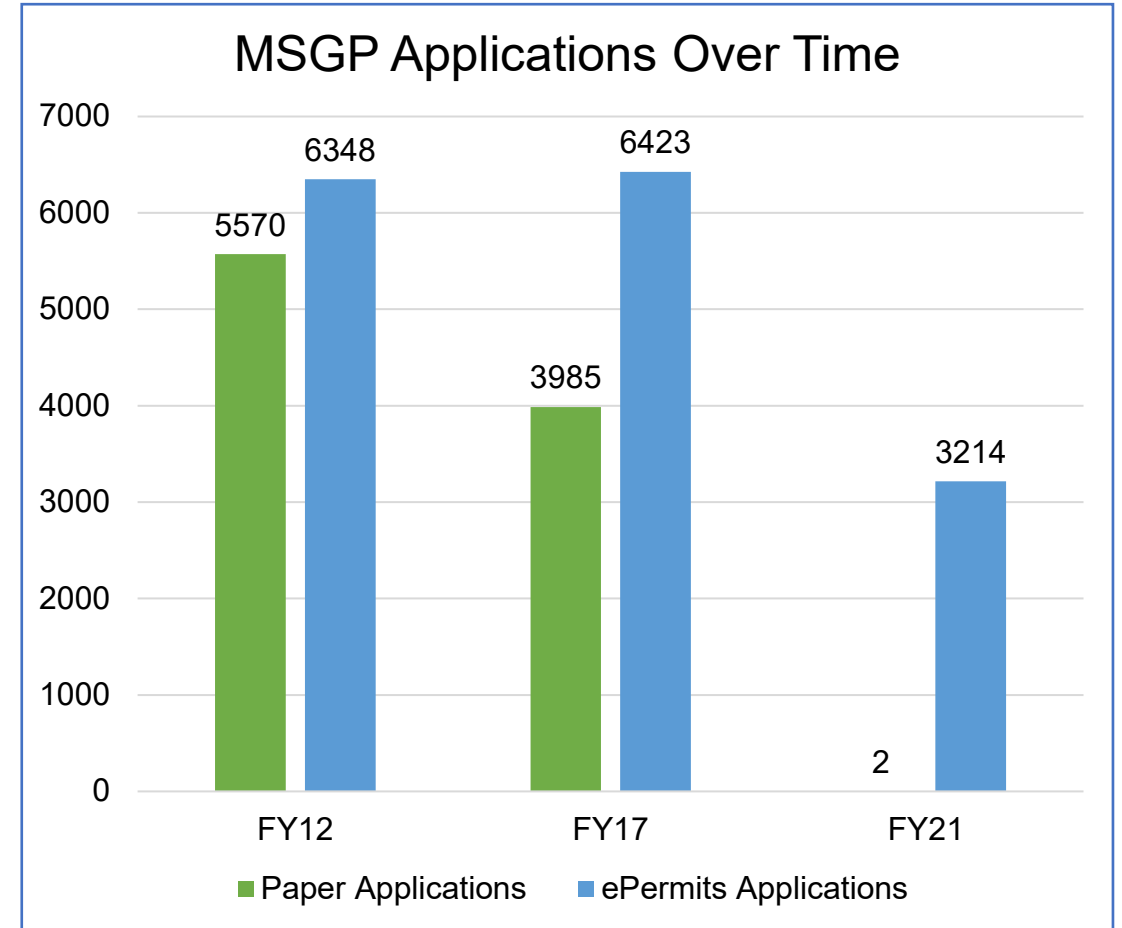
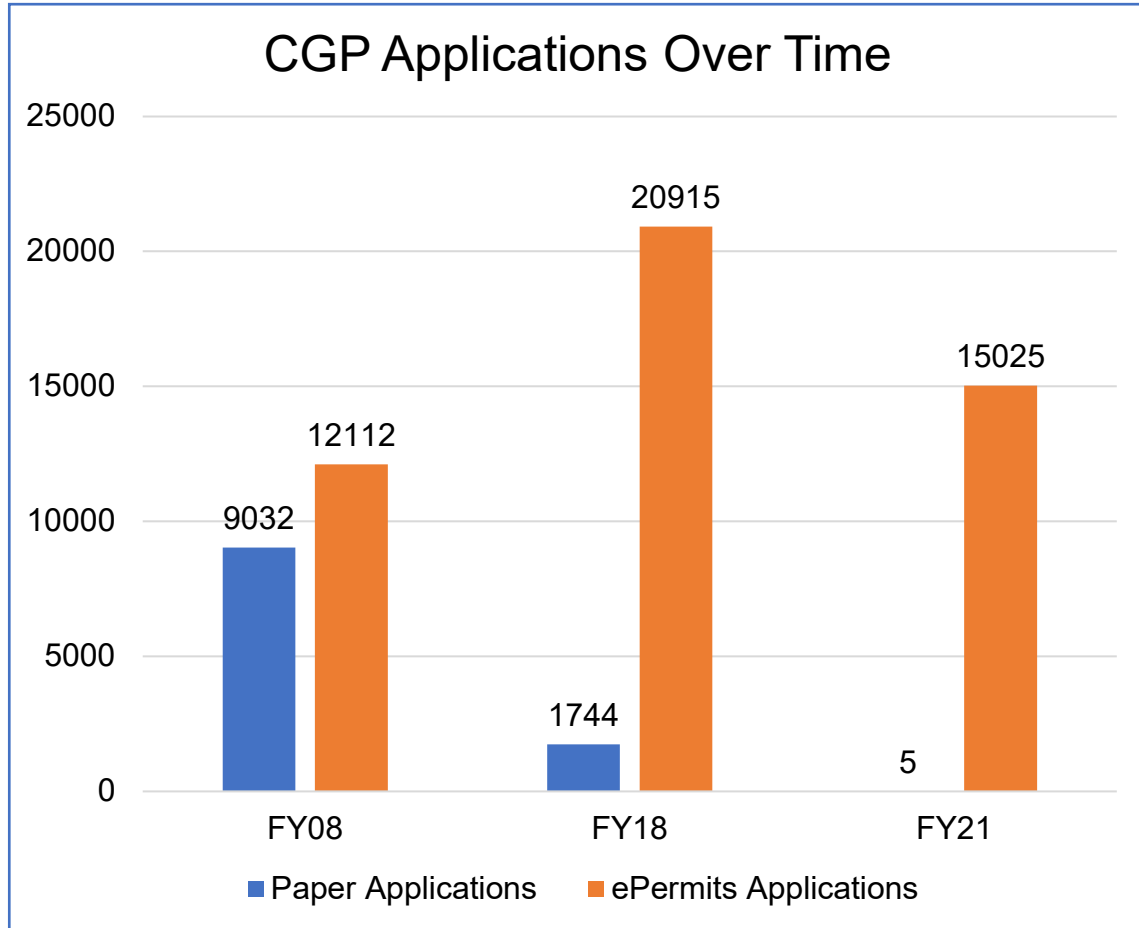


- TCEQ receives and processes thousands of registrations and permit applications each year.
 - Created the ePermits system to automate the process of creating and managing authorizations, registrations, and permits.
- The State of Texas Environmental Electronic Reporting System (STEERS) is a vehicle to collect data electronically.
 - Provides a common framework and security for multiple agency programs that enable the regulated entities to submit permits and registrations electronically.
 - Meets EPA CROMERR requirements and requires users to establish an account and an electronic signature.

Why Was It Developed?

- ePermits is actually two separate systems and the main reason to develop the system was two-fold:
 - *Internally* - it allows staff to create and maintain electronic applications and data.
 - *Externally* – it allows customers to select, complete, and submit an electronic application.
- ePermits includes two stormwater general permits
 - CGP – available March 2008 and mandatory September 2018
 - MSGP – available August 2011 and mandatory September 2017
 - Note: Phase II MS4 General Permit applications are not submitted in ePermits
- The ePermits system allows TCEQ to process a high volume of applications (NOIs, NOCs, NOTs) in a timely fashion.

ePermits Usage



What Programs are in ePermits?

- ePermits was created to serve for users to:
 - **Create New Authorizations**
 - **Modify Existing Authorizations**
 - **Renew Authorizations**
 - **Terminate Authorizations**
 - **Share/Access In-Progress Authorizations**
 - **View Application documents – including authorization Certificates and Letters**

Key Features of ePermits

- Strictly follows Signature Authority Standards in federal and state rules
- One time account set up and authenticated sessions
- Seamless permit application process for any program type or general permit type
- Guided Task list details each section that needs to be entered by the user
- Copy information from an existing application with minimal data entry
- Help links to complete the application in a single session
- Customer Validations and potential duplicate checks
- Compliance History and Delinquent Fees validation
- Efficient search functionality and filtering techniques

Challenges

- User Characteristics

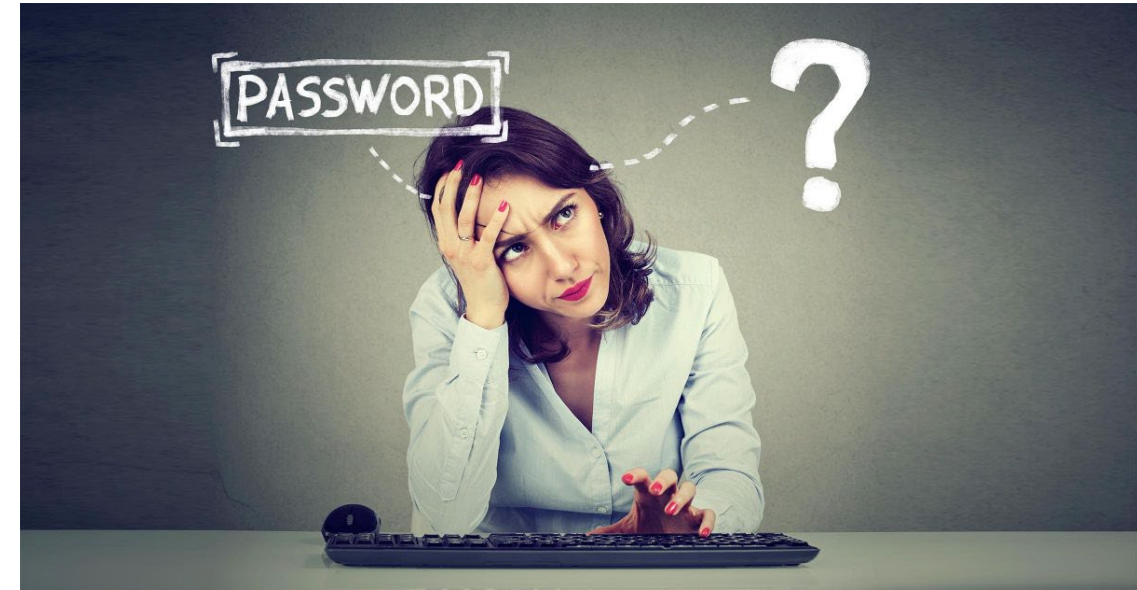
- Internet availability and customers' ability to use computers.
- Customers are expected to have some knowledge of the program areas they use.
- STEERS Participation Agreement (SPA) – requires a valid Texas drivers license

- Data Integrity

- Data is directly entered by the customer. The customer has a vested interest in entering the data correctly in the system.
- Data must meet several minimum validation standards before it can be submitted to the agency.
- Customer Validations against Secretary of State and Comptrollers databases.

Challenges

- Application specific:
 - Missing site information or incorrect site addresses.
 - Customers wait until the last minute to renew their applications.
 - Failure to login successfully locks the account.
 - Role based access – preparer versus signatory.



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Present and Future

- Electronic Reporting Rule and General Permits
 - All applications for general permits need to be submitted electronically
- 2021 Multi-Sector General Permit
 - As of Sept. 1, 2017, requires that all applications be submitted electronically
 - Only received a small number of paper applications with a valid electronic waiver
- 2018 Construction General Permit
 - As of Sept. 1, 2018, requires that all applications be submitted electronically
 - Only received a small number of paper applications with a valid electronic waiver
- Stormwater Processing Center
 - Less paper applications to process
 - More time is required on customer service to assist customers using ePermits
 - Focusing on data cleanup

Sharing Data with EPA

- Data from the permits submitted in the ePermits system (by both applicants directly and staff entering paper applications) is shared with EPA's Integrated Compliance Information System (ICIS) database
- Data is pushed to ICIS using the Texas Integrated Data Exchange Node (TIDEN)
 - Data is sent to ICIS nightly
 - Staff manually push data from Notice of Change applications



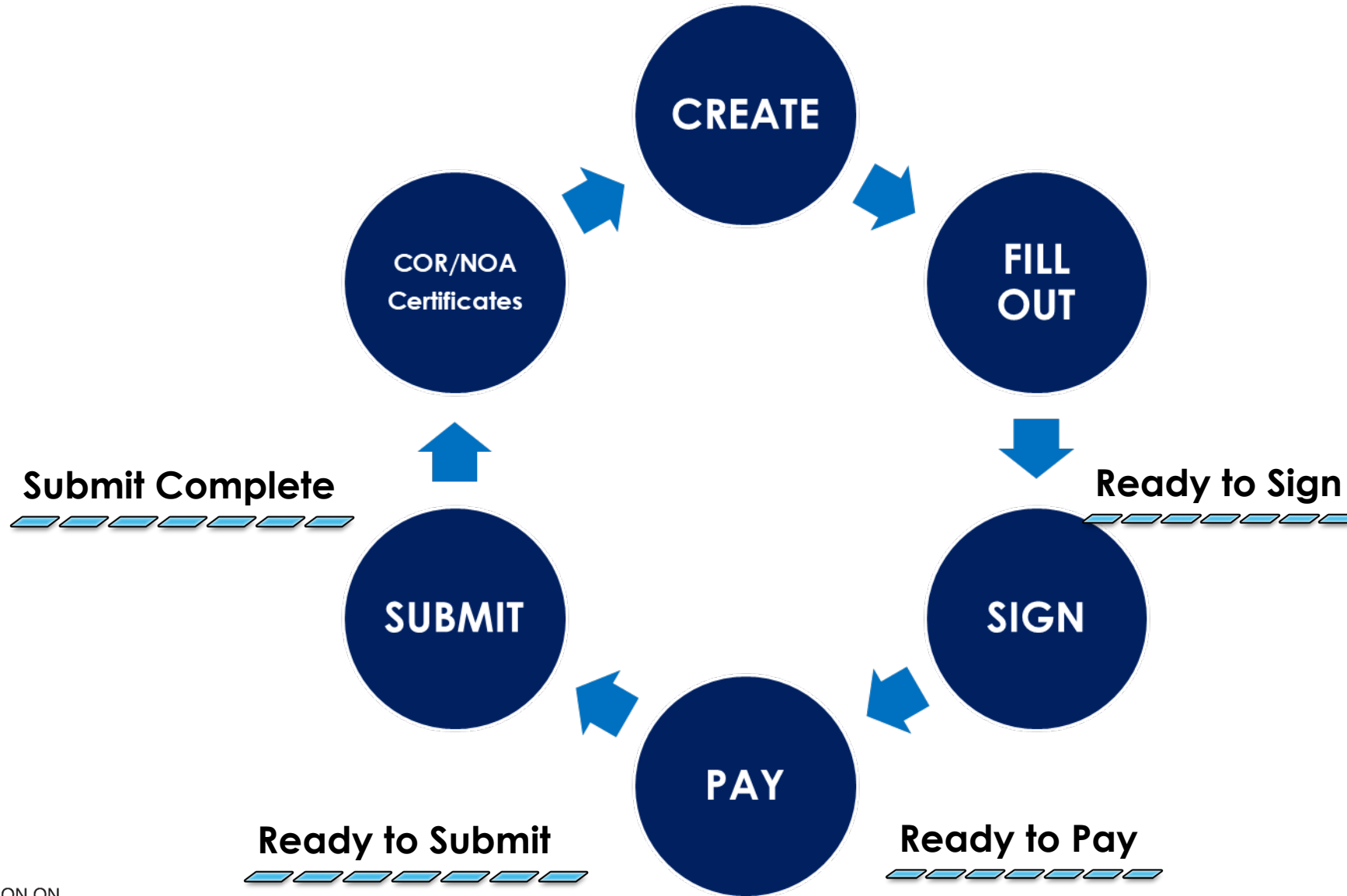
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New eReporting Progress

- As of April 1, 2022, all MSGP monitoring data must be submitted electronically in NetDMR
- Delegation of Signatories Submitted in STEERS
 - All MSGP permittees must submit delegation of signatories electronically as of August 14, 2021
 - All large construction site operators will be required to submit delegation of signatories electronically as of March 5, 2023
- Phase II MS4 Applications and Reports will be submitted in EPA's NeT-MS4 system in 2024
 - Due to complexity of MS4 applications and TCEQ resource demands, TCEQ is opting now to use EPA's system rather than implement this program in the STEERS/ePermits system

A Look Into STEERS/ePermits

Permit Application Cycle



Welcome to STEERS



TEXAS COMMISSION
ON ENVIRONMENTAL QUALITY

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Welcome to STEERS, the State of Texas Environmental Electronic Reporting System.

1 Here is what you can do online in STEERS:

e-Permits\Registration:

- » Aggregate Production Operations Registration
- » Air New Source Review Registrations
- » CAFO General Permit
- » Municipal Solid Waste Notifications
- » Pesticide General Permit
- » Petroleum Storage Tank (PST) Self-Certifications
- » Storm Water General Permits (Construction & Multi-Sector)

e-Reporting:

- » Annual Emissions Inventory Report (AEIR)
- » Air Emissions & Maintenance Events (AEME) Reporting
- » Discharge Monitoring Reports (eDMR)
- » Industrial & Hazardous Waste (IHW) NOR and Summaries
- » Municipal Solid Waste (MSW) Quarterly Report
- » Pollution Prevention Planning (P2PLAN) Reporting
- » Training Roster Online Submittal (TROLS)

[See details of what you can do.](#)

This is STEERS version 5.9.

Enter STEERS:

ER Account Number:

(ER + 6 digits)

Password:

[Login](#)



2

3

I need:

- [my password](#)
- [to create a new account](#)
- [to authorize another user's account](#)

Find Out When STEERS Will Be Offline

We do our best to ensure that STEERS is online when you need it. But for upgrades, security measures, and other maintenance, we must bring STEERS or one of its modules offline. We cannot predict emergency outages, but for scheduled downtimes, see our [STEERS maintenance schedule](#).

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[Statewide Links: Texas.gov](#) | [Texas Homeland Security](#) | [TRAIL Statewide Archive](#) | [Texas Veterans Portal](#)

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Add Program Page

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Paper SPA E-sign SPA

STEERS Account Summary User: ER00 14:11


Note: You have not selected any STEERS program areas for your account. You cannot generate a STEERS Participation Agreement until you complete setting up your account by adding at least one program area below.

Your account security questions have been saved.


STEERS Access

Select STEERS Program to Add or Modify:

- Select program to add or modify --
- Aggregate Production Operations Registration (EPR_APO)
- Air Emissions and Maintenance Events (AEME)
- Air New Source Review (EPR_NSR)**
- Annual Emissions Inventory Report (AEIR)
- CAFO General Permit (EPR_CAFO)
- Discharge Monitoring Report (DMR)
- Industrial and Hazardous Waste (IHW)
- Municipal Solid Waste (MSW)
- Municipal Solid Waste Notifications (EPR_MSW)
- Occupational Licensing Computer Based Testing (CBT)
- Pesticide General Permit (EPR_PESTGP)
- Petroleum Storage Tank (PST)
- Pollution Prevention Planning (P2PLAN)
- Public Drinking Water - Laboratories (PDWLAB)
- Public Drinking Water - Systems (PDWSYS)
- Storm Water General Permits (EPR_SW)
- Training Rosters Online Submittal (TROLS)



STEERS Participation Agreement (SPA)


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ON ENVIRONMENTAL QUALITY**

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1 **2**

[Paper SPA](#) [E-sign SPA](#)

STEERS Account Summary User: ER00 14:59



Reminder: This account is probationary and has limited access. To get full access, a signed copy of the STEERS Participation Agreement (SPA) must be received by the TCEQ either by mail or electronically if you have a Texas Drivers License. If you have not sent in the SPA already, please do so.

Account Summary

| | |
|--------------------------|--|
| Account: ER00 | Account Status: PROBATION - unlocked |
| Name: | Created: 01/12/2015 |
| Company: TCEQ | Activated: N/A |
| Title: SBLGA | Last Renewed: N/A |
| Email: @gmail.com | |
| Phone: | |
| Address: | |

STEERS Access

Select STEERS Program to Add or Modify:

| <u>Current Program Area</u> | <u>Program</u> | <u># IDs</u> | <u># Probationary</u> |
|--|----------------|--------------|-----------------------|
| Aggregate Production Operations Registration | EPR_APO | N/A | 0 |
| CAFO General Permit | EPR_CAFO | N/A | 0 |
| Pesticide General Permit | EPR_PESTGP | N/A | 0 |
| Storm Water General Permits | EPR_SW | N/A | 1 |

STEERS Participation Agreement (SPA)

Sign Electronically with Your Texas Drivers License (TDL)

All fields are required. TCEQ will not save confidential data such as TDL, audit number, birthday, and partial social security number.

First Name: Your first name as it appears on your TDL.
Last Name: Your last name as it appears on your TDL.
Company Name:
Title:
TDL Number: 8 to 10-digit number
TDL Audit Number: The 11-, 16- or 20- digit number on your license.
SSN: Last 4 digits only
Date of Birth: mm/dd/yyyy

I, _____, have the authority to enter into this Agreement for TCEQ under the applicable standards listed below.

I, _____, certify that I am signing this document with my personal Texas Driver's License information.

**Signature verification can take several minutes.
Please do not press the E-sign button more than once.**

I am applying to read, prepare, and/or sign and submit information electronically for the sites below for which I have the authority to enter into this agreement:

| Storm Water General Permits | | | | |
|-----------------------------|-------------------|---------------|-----------|---------------|
| Access | Site Relationship | Authorized By | Status | Last Modified |
| Storm Water Sign | The Facility | Self | Probation | 03/24/2016 |

Prepare Application – Select Application Type



Select One Application Type:

Delegation of Signatories (MSGP Only)

- Delegation of Signatories to Report

Construction General Permit

- Create a Construction Notice of Intent application (CNOI)
- Terminate an existing Construction authorization
- Create a Construction Notice of Change application (NOC)
- Create a Low Rainfall Erosivity Waiver application (C-LREW)

Multi Sector General Permit (Industrial)

- Create an Industrial Notice of Intent application (INOI)
- Terminate an existing INOI authorization
- Create an Industrial INOI Notice of Change application (INOI-NOC)


Multi Sector General Permit (No Exposure)

- Create an Industrial No Exposure Certification application (INEC)
- Terminate an existing INEC authorization
- Create an Industrial NEC Notice of Change application (INEC-NOC)

Activities

Next

Site Information




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Activities STEERS Home

19:45

Storm Water General Permits - Industrial Notice Of Intent



Create → **Fillout** → Sign → Pay → Submit →

Reference Number: 69376

| | |
|-------------------------------------|-------|
| Site Information (Regulated Entity) | To Do |
| Customer (Applicant) Information | To Do |
| Billing Contact | To Do |
| Application Contact | To Do |
| DMR Contact | To Do |
| INOI General Characteristics | To Do |
| Section 1# Outfalls | To Do |

Site Information (Regulated Entity)

Complete one of the following options

Option 1: Enter the Regulated Entity number of the site for this application, if known.

Regulated Entity Number :

Option 2: Or enter a known authorization number already issued for the same site (Regulated Entity).

Site Authorization :

Option 3: Or enter the site information to see if the site is already registered with TCEQ.

*Name :

Physical Address :

City :

State : Texas

Zip :

*County :

* Always Required

ePay – Payment Portal to Pay by Check or Card

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Storm Water General Permits

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Activities STEERS Home 19:56

Do not use web browser back button when filling out application.

STEERS

Create → Fillout → Sign → **Pay** → Submit →

Transfer to ePay

You are about to go to ePay.

- Each application fee you selected will be listed in ePay.
- ePay will allow you to remove from your total any fees you do not wish to pay right now.
- When ready, press "Go to ePay" **once and only once**.
- **You will be taken to ePay.** (This might take a few minutes. **Do not** press "Go to ePay" again.)
- When your payment is complete in ePay, press "Return to STEERS".
- **THIS IS NOT THE LAST STEP.** After you have paid, be sure to submit your application.
- If you have a problem making a payment, log out, close browser and log back in.

Go to ePay

Questions or Comments >>

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
EPAY • ONLINE PAYMENT APPLICATION

Select Fee Search Transactions Return to STEERS

Shopping Cart

There are 1 items in your shopping cart. If you wish to remove an item, check the remove box then click update shopping cart.
Note: The shopping cart is limited to 10 items.
CC = Credit Card
ACH = Electronic Funds Transfer

| Fee Description | AR Number | Amount | Payment | Remove |
|---|-----------|----------|---------|--------------------------|
| GENERAL PERMIT INDUSTRIAL STORM WATER DISCHARGE ELECTRONIC NOI APPLICATON (REF 69376) | | \$100.00 | ACH/CC | <input type="checkbox"/> |

Total fees for transaction: **\$100.00**

Select More Fees Update Shopping Cart Check Out Cancel Payment

TEXAS CO ENVIRONN

Summary

Copy of Records

Access_Permit

Access Application by Reference Number and Password

Reference Number Password

Texas Commission on Environment
Construction Notice of Intent

Site Information (Regulated Entity)

What is the name of the site to be authorized?

Does the site have a physical address?

Physical Address

Number and Street

City

State

ZIP

County

Latitude (N) (### ####)

Longitude (W) (### ####)

*Primary SIC Code

Notice of Intent (INOI-R) Approval Letter

Bryan W. Shaw, Ph.D., P.E., *Chairman*
Toby Baker, *Commissioner*
Zak Covar, *Commissioner*
Richard A. Hyde, P.E., *Executive Director*



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Protecting Texas by Reducing and Preventing Pollution

July 29, 2015

Dear Applicant:

Re: TPDES General Permit for Construction Stormwater Runoff
Stormwater Notice of Intent Authorization

INOI- R Certificate



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
Texas Pollutant Discharge Elimination System
Stormwater Construction General Permit

The Notice of Intent (NOI) for the facility listed below was received on July 29, 2015. The intent to discharge stormwater associated with construction activity under the terms and conditions imposed by the Texas Pollutant Discharge Elimination System (TPDES) stormwater construction general permit TXR1500000 is acknowledged. Your facility's TPDES construction stormwater general permit number is:

TXR15001686
Coverage Effective: July 29, 2015

INOI- R
TXR051234
Permit
application


ER001234

Inside STEERS Submissions

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Search Results for Submit Log 14:43

[Search Again](#) [New Search](#) 

Your Search Returned 4 Records

1-4 of 4 Records

| <u>Subject</u> | <u>Submitted</u> ▲ | <u>Processed</u> | <u>Conf.#</u> | <u>Account</u> | <u>Pgm Area ID</u> | <u>Ref #</u> | <u>Action</u> |
|-----------------------------|--------------------|------------------|---------------|----------------|--------------------|--------------|---|
| Stormwater INEC | 10/15/2020 | 10/15/2020 | 51501 | ER000000 | TXR0000001 | 61501 | <input type="button" value="View COR"/> <input type="button" value="Go"/> |
| Stormwater INEC Termination | 10/15/2020 | 10/15/2020 | 54501 | ER000000 | TXR0000002 | 64501 | <input type="button" value="View COR"/> <input type="button" value="Go"/> |
| Stormwater INOI | 10/15/2020 | 10/15/2020 | 51501 | ER000000 | TXR0000001 | 61501 | <input type="button" value="View COR"/> <input type="button" value="Go"/> |
| Stormwater CNOI Termination | 11/23/2020 | 11/23/2020 | 54501 | ER000000 | TXR0000002 | 64501 | <input type="button" value="View COR"/> <input type="button" value="Go"/> |

The following search criteria was entered:
Program Areas: EPR_SW

Thank you!

- Rebecca L. Villalba, Team Leader
- Stormwater Team
- Water Quality Division
- Texas Commission on Environmental Quality
- Office: (512) 239-4784
- Rebecca.Villalba@tceq.texas.gov