

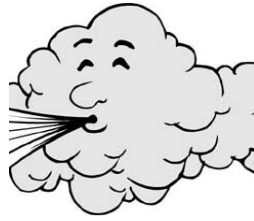
A Breath of Fresh AIR for ICIS-Air

Volume 17

The WAVE

July 2014 Edition

Welcome ICIS-Air Community



This edition of the newsletter welcomes the new ICIS-Air Users to the ICIS Environment. This transition has been on the horizon for many years and is finally coming to fruition on October 27, 2014.

The migration of the mainframe based Air Facility System (AFS) to ICIS-Air offers the following exciting features:

- ◆ New navigation screens
- ◆ Improved functionality
- ◆ New facility functions
- ◆ Easy search features
- ◆ Richer results for activities

Testing opportunities are in place and will continue to be provided in the future leading up to the actual release.

In preparation for the migration the following tools and information are available:-

- ◆ Updates via ICIS Communication
- ◆ Monthly Conference Calls and Webinars
- ◆ ICIS Tracker "Zendesk"

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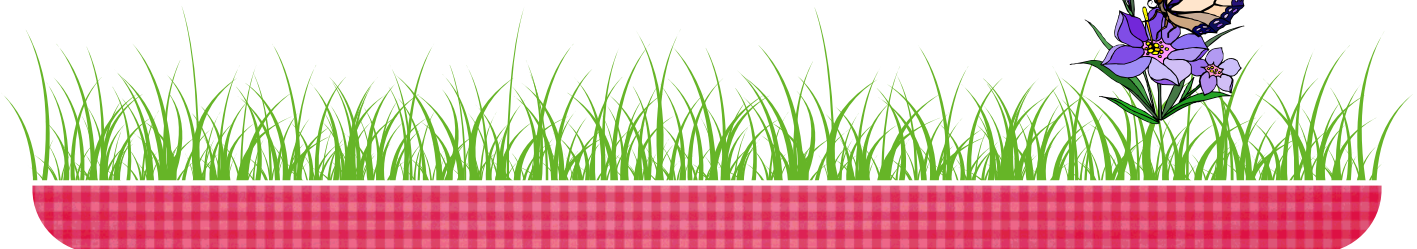
Training Opportunity

Regional Training—August 27—October 9, 2014

For further information visit the [ICIS Calendar](#).

ICIS-Air Testing	Start Date	End Date
User Validation Testing (UVT)#4 – Case File	7/14/14	8/14/14
Final User Validation Testing (All Modules)	8/25/14	9/8/14
User Acceptance Testing	9/22/14	10/3/14

Contact Mike Mundell for this testing opportunity at Mundell.michael@epa.gov or at (202) 564-7069





What's New

Did you know

When Linking Inspections to Enforcement Actions, the Facilities have to match?

They have to match because the Facility is used as the anchor for all relationships, in order to link activities such as inspections or enforcement actions to other activities, the same Facility (with the same Programmatic ID) must exist for both activities

What could cause a report to return a blank screen ?

Check your preferences to ensure that option for "In BI Launch pad portal as tabs" is selected.

Available Now—The New ICIS Tracking Tool & Knowledge Base "Zendesk"

The new ICIS Tracker provides access to helpful information, frequently asked questions, training materials, and critical ICIS related documents via a web portal. Customer will be able to ... <https://icis.zendesk.com>

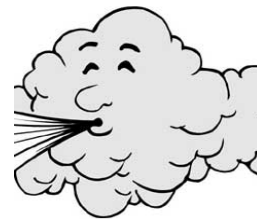
- ◆ Draft & submit questions/incidents through the portal.
- ◆ Greater tracking capability of outstanding issues.
- ◆ Automatically be notified of the ticket status and any other related updates.
- ◆ Automated access to FAQ.
- ◆ Community Forum; news alerts and bulletins.
- ◆ Expanded availability and access to help and support beyond the 8:00 – 5:30 business hours.

The screenshot shows the ICIS Support website. At the top, there is a navigation bar with the ICIS logo and the text "ICIS Support". Below this are several tabs: HOME, ICIS KNOWLEDGE BASE & COMMUNITY FORUMS, SUBMIT A REQUEST, and CHECK YOUR EXISTING REQUESTS. The main content area is titled "Welcome to ICIS Customer Support!" and includes a "Knowledge Base Search" section with a search input field and a "Search" button. On the right side, there are sections for "Email Subscription" (with a form for email address and a "Submit" button), "Chat" (with a "Click on the link below" instruction and an "Open Chat" button), and "Popular Topics" (listing several topics like "Do you have any suggestions on how to include dates provided in user prompts in BI Ad-hoc reports without including the time while displaying the proper month, day and year?").

For further information, or if you have any questions, please contact Edward Contact Edward Voisin at voisin.edward@epa.gov or at (202) 564-1621 for further details and insight of this handy tool.



Federal & State Data Entry Deadlines



For the most current Federal & State Data Entry Deadlines visit the following site <http://intranet.epa.gov/oeca/oc/etdd/reporting/fy2014/index.html> for details.

Certification Submission Process Using the new capability of the new website Deputy Regional Administrators and OECA Office Director's certified electronically on **April 25, 2014**, using [OECA FY 2014 Mid-Year Certification of Enforcement and Compliance Data](#). The electronic submission will automatically send an email to OC staff confirming certification approval. This new capability will provide more efficiency for certifying your regional results. If you have any difficulties with your submission, please contact Sara Ager at 564-7968 or ager.sara@epa.gov or certification@epa.gov

The submission form has been revised to include a comments field. This revision will appear on the certification form that will be used for end of year certification.

The regions/offices used the Select Measures Workbook to provide manual numbers and assure that the data in the workbook was correct. On **April 25, 2014**, the regions/offices returned the Select Measures Workbook to OC.

If you have any questions about the reporting and certification process, please contact: Sara Ager at 564-7968

New ICIS Reports

NPDES Reports

Pretreatment Performance Report

This report provides a summary and detailed information based on the report date and inspection date the user enters for an Annual Pretreatment and Pretreatment Inspections. The Summary tab provides information on the most recent Significant Industrial Users (SIUs), Categorical Industrial Users (CIUs), and Penalties. The Details tab provides information on the Report Date; SIUs; CIUs; Penalties; Other Information; Local Limits; Removal Credits; Acceptance of Hauled Waste; Deficiencies; and Annual Frequency. The report is run by entering a required Report Date range, Compliance Monitoring Date range and State prompts. The NPDES ID prompt is optional.

Enforcement Actions with Linked Violations Report

This report provides Formal and Informal Enforcement Actions per Permittee with Linked Violations and Compliance Schedules. The report has five report tabs and they are: "Formal EA's"; "Informal EA's"; "Formal EA's with Linked Violations"; "Informal EA's with Linked Violations" and "EA's with Compliance Schedules". On the linked violations report tabs, if there are any violations then the facility information will be highlighted in "red". The displayed Violations are DMR, Effluent, Schedule, and Single Event.

The report is run by entering a required date range and state prompts. Optional prompts are NPDES ID; Permit Type; Issuing Agency; Region; Major/Minor and Enforcement Action Forum.

*** Note: This report should be scheduled, if run for a wide date range.*

FE&C Reports

"Muni Integrated Planning Report" (Version 1.0)

This report pulls Muni NEI cases with an "Integrated Planning Element". Contact Donna Inman with questions regarding this report at inman.donna@epa.gov or at (202) 564-2511.

DQR—CIDs Not Being Tracked Measures 1-3 (Version 1.0)

This data quality review report identifies consent decrees that are not being tracked and require action.



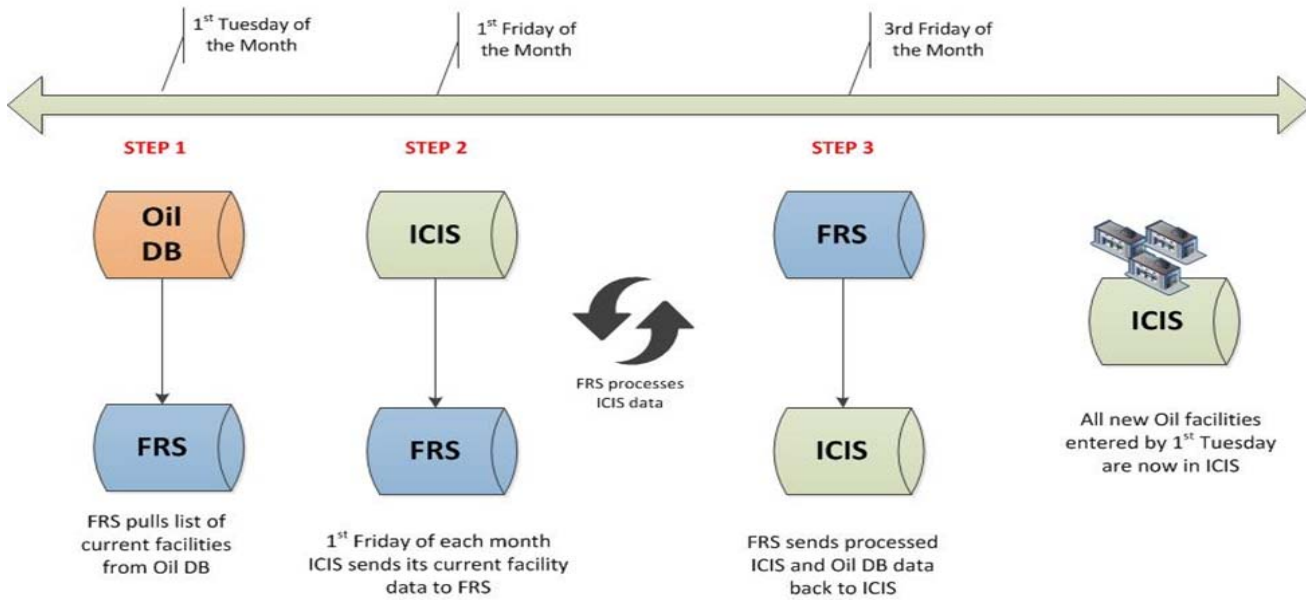
Oil DB/FRS Exchange



For those of you that are entering oil inspections directly into the Oil Database, a new schedule has been implemented for when facilities will be transferred from the Oil Database to ICIS. Oil facilities must exist in ICIS before SPCC/FRP inspections entered into the Oil Data can be accepted by ICIS. The schedule is that any new Oil facility created in the Oil database by COB the first Monday of the month will be available in ICIS by the 3rd Friday of the month.

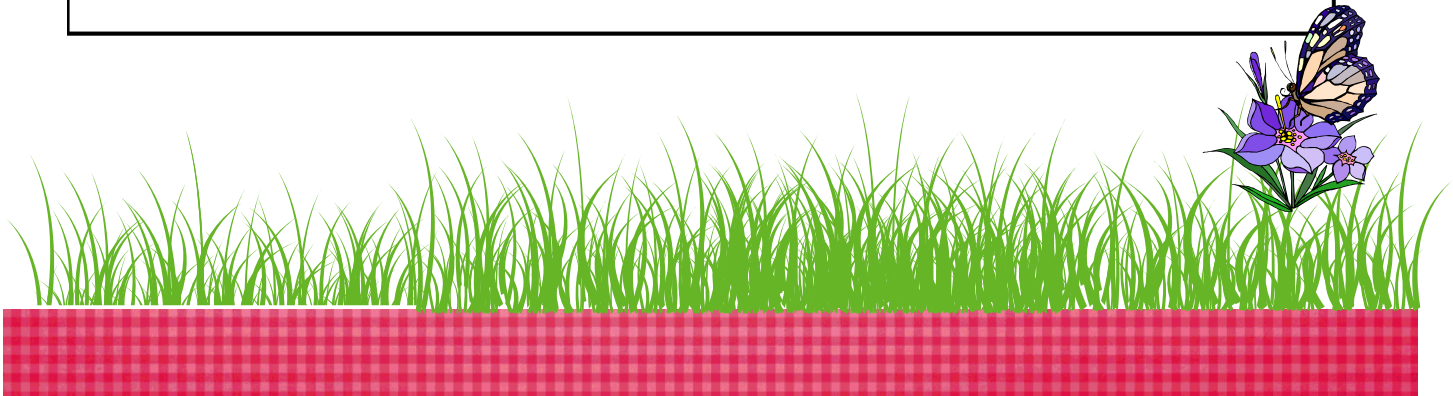
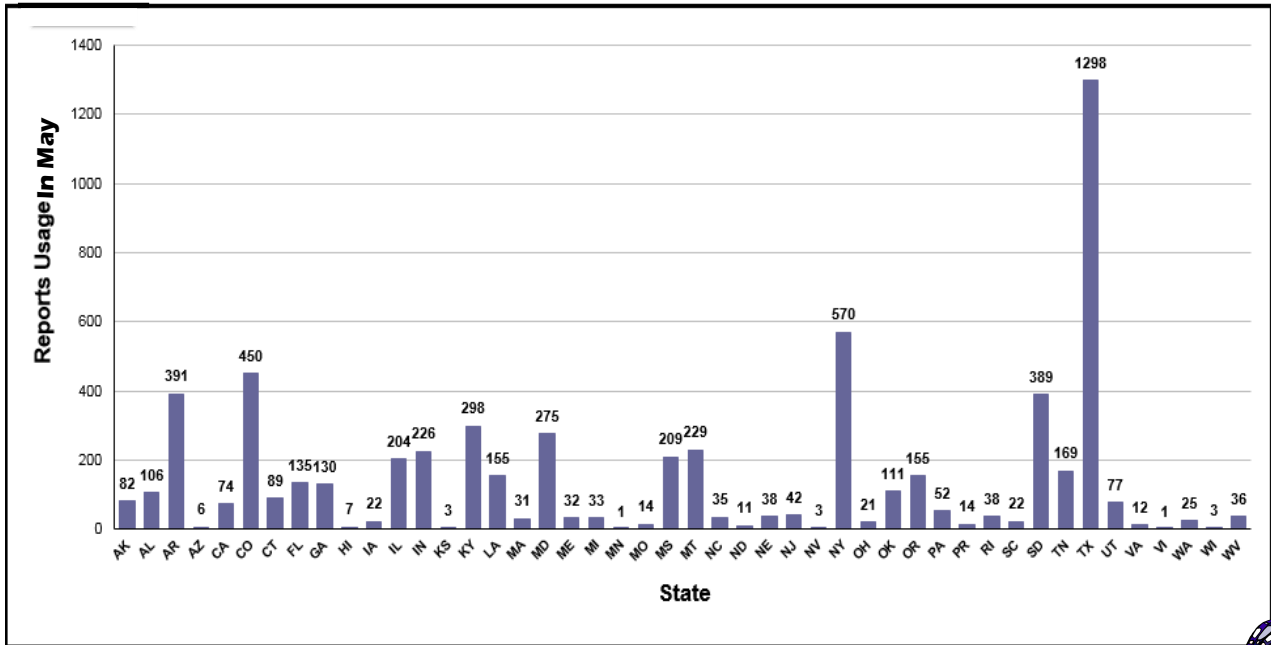
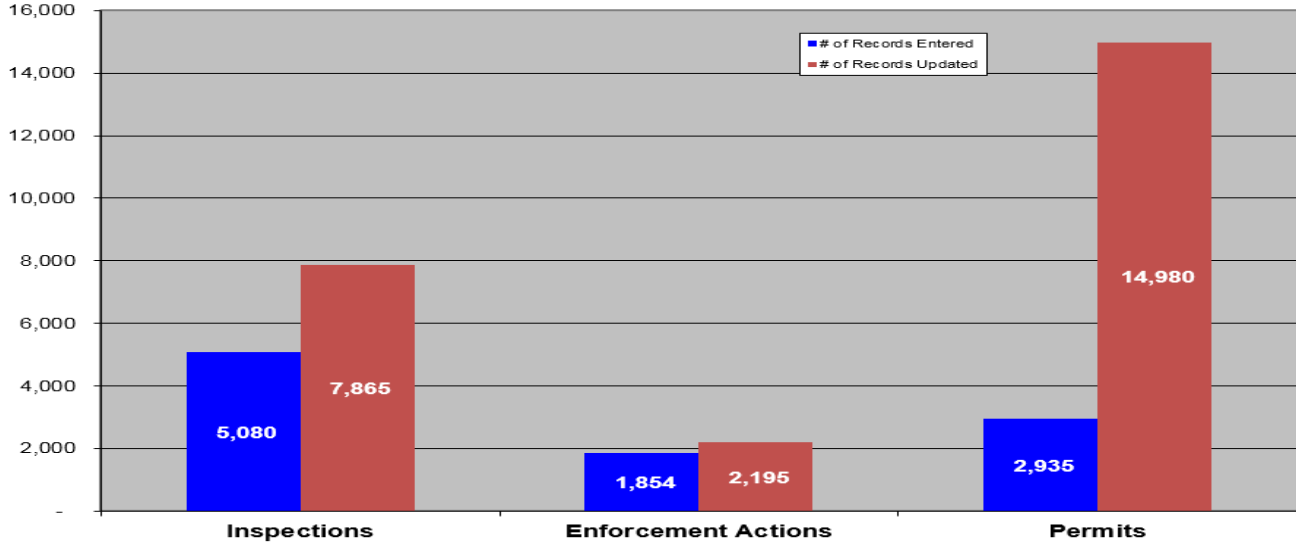
Please note: Once you have entered the inspection into the Oil Database, the submit button must be selected for the transfer to occur.

Oil DB – FRS – ICIS Sync Process



ICIS 2014 Statistics

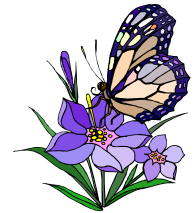
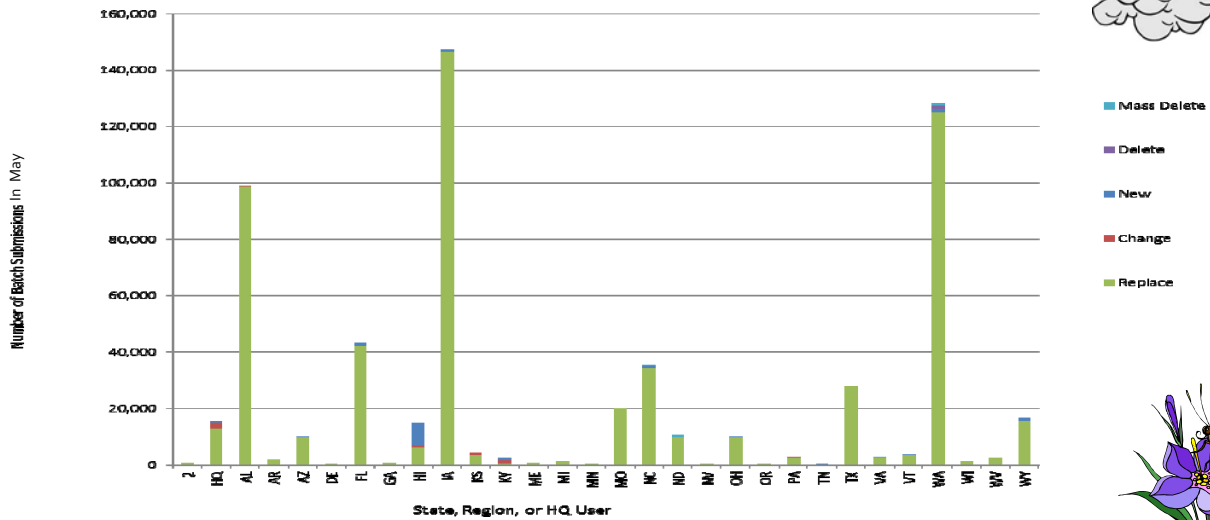
EA, Inspection and Permit Records - Apr. 2014



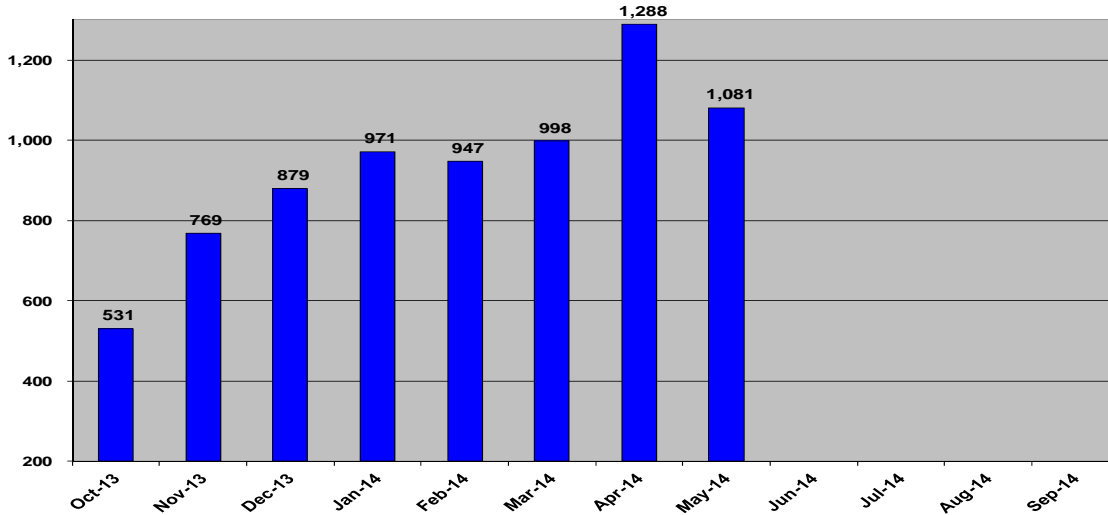
Selected ICIS Data Submission Statistics



Number of Electronic Data Transfer Transactions per State, Region, or HQ User and the Percentage by Transaction



Batch Submissions by Month - FY2014



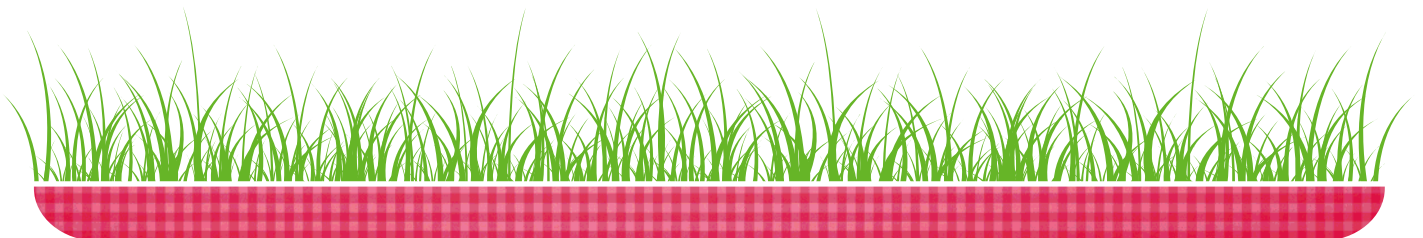
Stay Connected

NPDES Conference Calls are on the 4th Thursday of each month. Please contact Jeff Clark at (202) 564-2494 or at clark.jeffreyf@epa.gov. Conference call information 866-916-0772 participant number 1949353427#.

FE&C Conference Calls are scheduled on the 2nd Thursday bi-monthly. Please contact Edward Voisin at (202) 564-2494 or at clark.jeffreyf@epa.gov. Conference call information 866-916-0772 participant number 1949353427 #.

ICIS-Air Calls are scheduled the 2nd Wednesday of every month. Please contact or Jason Swift (202) 564-6692 or at swift.Jason@epa.gov or Michelle Torreano (202) 566-2141 at Torreano.michelle@epa.gov. Conference call information 866-918-0772 participant code 194-635-5424#.

NetDMR Conference Calls are schedule as needed. Please contact Rachiel P. Durant at (202) 564-4106 or at Durant.rachiel@epa.gov. Conference call information 866-918-0772 participant code 853-701-2121#.



End-of-Year FY 2014 Reporting Schedule

September 30, 2014	***** End of Fiscal Year 2014 *****
October 10, 2014	All air evaluations and investigations including those related to the NEIs data must be entered into AFS.
October 11 - 13, 2014	Final FY 2014 AFS reports will be run over the long weekend.
October 14, 2014	Deadline for all FY 2014 data to be entered in databases-of-record. Data includes certified data required to be entered into ICIS and SEMS, as well as Federal inspection/evaluation data reported to legacy data systems and manual spreadsheets for NEIs.
October 15 – 17, 2014	<p>Data Quality Review - Regions and OECA offices review all FY 2014 data and make any necessary corrections to the databases of record. To assist with their reviews, Regions and OECA offices may:</p> <ul style="list-style-type: none"> o Identify discrepancies between EPA data and the DOJ reports; o Run and review ICIS DQR reports for possible errors; o Conduct NEI and Environmental Benefits Reviews to identify errors or missing data; and o Utilize the Office Suite of Measures Summary (OSMS) Dashboard to identify errors or missing data. <p>OSMS Dashboard Link available at: http://intranet.epa.gov/oeca/oc/index.html</p>
11:59 PM October 16, 2014	AFS is permanently placed into "read only" mode.
October 17, 2014	OECA Offices and Regions may run ICIS reports that can be saved and used for reviewing the data during the period of the ICIS shutdown. Reports will need to be saved to shared drives. Reports saved in ICIS will not be accessible during the shutdown.
5:00 PM October 17, 2014	ICIS and OSMS Dashboard is shut down for AFS data migration and implementation of ICIS-Air Release 1.
6:00 AM October 27, 2014	ICIS (including ICIS-Air) becomes available. AFS is available <u>only</u> for data retrieval.
October 27-29, 2014	Regions and OECA Offices make any necessary data corrections to ICIS.
October 30, 2014	DRA's and OECA ODs certify that all FY 2014 data in the national database systems are accurate and complete, and transmit all manually reported numbers. Data includes: ICIS, SEMS, Federal inspection/evaluation data reported to legacy data systems, and manually reported data.
November 3, 2014	<p>All FY 2014 data are final.</p> <p>OC conducts final end-of-year data pull from all databases of record. Any corrections requested after November 3, 2014 requires a memorandum from the DRA or OECA Office Director to Lisa Lund, Director, Office of Compliance.</p>

