



## What's New for the New Year?

**The ICIS-Air Module** - In 2014, ICIS 7.0 was deployed and the ICIS-Air Module was added alongside the FE&C & NPDES Modules in ICIS. ICIS-Air contains compliance data for stationary sources regulated by EPA, State and local air pollution agencies. Online training modules will be coming in the near future.



**What's New with ICIS Reports** - The locations of several FE&C reports have changed. Eleven reports were moved from the FE&C folder to the National Standard Reports folder. These reports include FE&C/Certification and FE&C/Environmental Benefits QA Reports. See page 2 of this newsletter for further details.

**Enhanced NetDMR Import Capability** - On January 9, 2015, a major upgrade to the NetDMR Electronic Reporting Tool was successfully deployed to optimize the import functionality of the tool. This was a nonstandard deployment, which included new hardware and configuration settings as well as enhanced NetDMR software. The upgrade allows multi-threading of the import of DMR data into the NetDMR Tool from regulated NPDES facilities, thereby significantly reducing the elapsed time needed to process these DMR files submitted by facilities. Contact Nasrin Lescure at [Lescure.nasrin@epa.gov](mailto:Lescure.nasrin@epa.gov) or (202) 564-5013.

### Online Customer Support "Zendesk"

In 2014, ICIS Customer Support initiated a new and innovative online customer support tool Zendesk. Zendesk provides and tracks customer tickets for ICIS issues; answers to frequently asked questions; a broad knowledgebase in addition to a community forum feature for ICIS users. You may access this tool at [icis.zendesk.com](http://icis.zendesk.com).

### End of an Era – EPA Mainframe Shut Down

As a result of the successful implementation of ICIS-Air in October 2014, EPA permanently retired the Air Facility System (AFS), effective on December 27, 2014. The retirement of AFS enabled EPA to decommission the EPA mainframe computer system after over 40 years of service. This will save EPA millions of dollars of operating expenses.

*"The more you engage with customers the clearer things become and the easier it is to determine what you should be doing.*

*~ John Russell.."*

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#### NPDES Conference Call

4th Thursday of Each Month

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#### FE&C Conference Call

2nd Thursday Bi-Monthly

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#### ICIS Air Conference Call

4th Wednesday of Each Month

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#### NetDMR Conference Call

Scheduled as Needed

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#### Sys Admin Conference Call

Held Quarterly

Call-in Number 1-866-918-0772

Participant Pin 853-701-2121



# What's New In Reports?



## NEW ICIS-Air Business Intelligence Reports

The “Facility with Related Activities Report” has been posted in ICIS Business Intelligence. The report is located in *Public Folders > Air Reports > National Standard Reports*. The report has one report tab. The report tab is titled “Air Facility Report”; which displays facility information per programmatic ID. Information is displayed within the programmatic ID related activity. This information is displayed based on activity group (i.e. Case File, Compliance Monitoring, or Enforcement Actions). The report is run by entering the prompted values below.

State (optional)	Programmatic System (optional)	Case File Activity Date (optional)
Region (required)	Activity Group (required)	CM (Compliance Monitoring) Activity Date (optional)
LCON (optional)	Enforcement Activity Date (optional)	Exclude PCS and AFS Migrated Facility Data? (required)

**The Compliance Monitoring Strategy (CMS) “CMS Report” has been posted in ICIS Business Intelligence.** The report is located in the Public Folder > Air Reports > National Standard Reports. The report is comprised of the following three tabs:

- **“CMS Plan Report”** provides current and active facilities on Compliance Monitoring Strategy (CMS) plan.
- **“CMS Illogical Assignments Report”** identifies facilities where the default air classification does not match the air CMS category.
- **“Not Evaluated within Negotiated CMS Frequency”** which identifies facilities where the air CMS status is ‘Overdue’.

There are now three ICIS Air reports posted: “Facility with Related Activities Report”, “CMS Report”, and “State Enforcement Activities Report”. The details regarding the “State Enforcement Activities Report” was sent out in an announcement on January 8, 2015.

## FE&C Business Intelligence Updates

The following Federal Enforcement and Compliance reports (originally housed in the FE&C reports folder) are now located in the “FE&C > National Standard Reports” folder:

AP VD NOD Details (from VD screen)	Cases with SEPs - Administrative and Civil Judicial	Small Business Conclusions with Assessed Penalties
Audit Policy Voluntary Disclosure NODs Entered as Informal EAs	NODs & Vol Self-Dis Resolved with Formal Enf with Direct Complying Actions Only	Stipulated Penalties
Audit Policy Voluntary Disclosure Program Injunctive Relief (Dollars Only)	NODs & Vol Self-Dis Resolved with Formal Enf with EMP Complying Actions Only	Supplemental Referrals

In addition the following two reports were relocated from the folder: “FE&C / Environmental Benefit QA Reports” to a new folder entitled: “FE&C > National Standard Reports > Environmental Benefit Reports”:

Direct and Preventative Environmental Benefits	National Enforcement Initiative Environmental Benefits
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For your reporting needs contact our “Reports Experts”—Emery Harriston at [Harriston.emery@epa.gov](mailto:Harriston.emery@epa.gov) or (202) 564-2497; Gwen Wayne at [wayne.gwen@epa.gov](mailto:wayne.gwen@epa.gov) or (202) 564-2499 or David Sprague at [Sprague.david@epa.gov](mailto:Sprague.david@epa.gov) or (202) 564-4103.

# Thinking Forward

## NPDES E-Reporting Rule Update

On December 1, 2014 EPA published the Supplemental Notice for the proposed NPDES Electronic Reporting Rule (eRule) in the Federal Register. This supplemental notice highlights some of the key issues raised during the public comment period for the proposed rule, which would require electronic reporting rather than paper-based reporting for most NPDES information. The supplemental notice also provides some clarifications and describes additional possibilities under consideration by EPA.

The public comment period for the supplemental notice ended on January 30, 2015 and EPA has scheduled webinars with regions, states and industry. There is no need to repeat comments made during the public comment period for the proposed rule, which was published in July 2013.

The eRule website <http://www2.epa.gov/compliance/proposed-national-pollutant-discharge-elimination-system-npdes-electronic-reporting-rule> all of the current supplemental notice and E-reporting rule content and other useful supporting information. We will be using this website and ICIS Announcements to publicize all our outreach activities.

We look forward to hearing your comments and questions, and continuing to work with you toward final promulgation and implementation. Contact Andrew Huddock at [huddock.andrew@epa.gov](mailto:huddock.andrew@epa.gov) or (202) 564-6032 with any questions related to this proposed rulemaking.

## Environmental Benefits Calculations

A standard process and email box (CCDS\_EB\_reporting) was used to receive and respond to questions from regional and HQ staff on environmental benefits calculations from concluded federal enforcement cases. The email box has been a useful tool for streamlining the process by which staff submits the calculations to HQ for review and HQ communicates its approval. However, because of the cost required to maintain the email box we must discontinue its use.

In FY2015 "BigCase" calculations must be timely submitted to Donna Inman via email box [inman.dona@epa.gov](mailto:inman.dona@epa.gov). When submitting the calculations, we request you indicate in the subject of the email message the enforcement case name and the words "EB calculations" to ensure a timely response. In addition, please copy the respective Regional Enforcement Coordinator on the correspondence to ensure follow-up questions and requests for additional information are directed to the appropriate point of contact.

For further information contact Donna Inman at [inman.donna@epa.gov](mailto:inman.donna@epa.gov) or (202) 564-2511.



The Headquarter's ICIS Staff wish all of our Users a Happy and Safe New Year. We look forward to working with you in 2015.

**CELEBRATE  
THE NEW YEAR!**

# NPDES eReporting Tool (NeT)

## NPDES eReporting Tool (NeT)



### What is NeT?

NeT is a tool suite developed by EPA to facilitate electronic submittal of data by the regulated community directly to EPA and its partners.

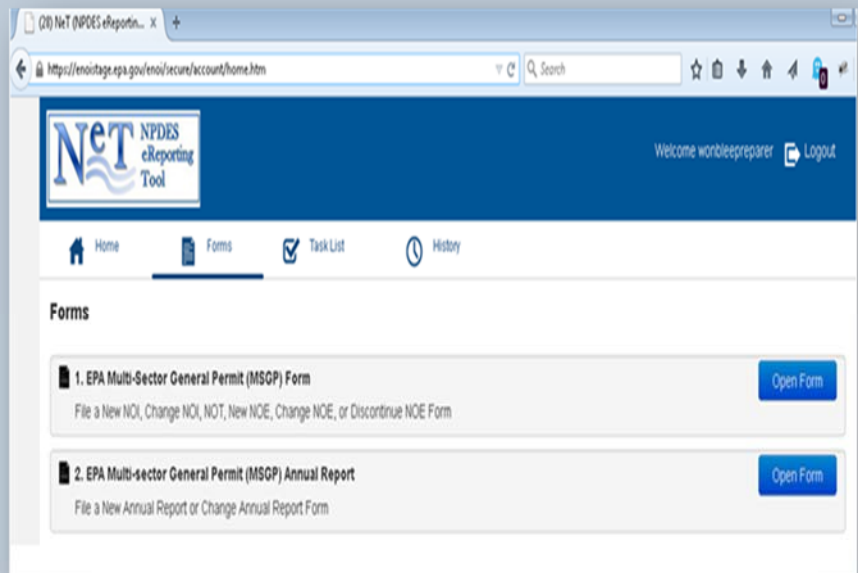
### What is NeT MSGP?

The NPDES eReporting Tool (NeT) team will soon deploy the Multi-sector General Permit (MSGP) electronic forms within NeT to facilitate electronic submittal of data by the MSGP community directly to EPA. EPA's reissued MSGP will apply in areas of the country where EPA remains the NPDES permitting authority and has made the permit available for coverage.

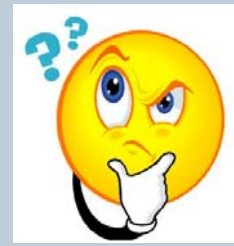


## More About NeT

- **Electronic Reporting Tool** for a variety of NPDES reports.
- **States, Tribes, and Territories** may choose to adopt NeT which enables regulated NPDES facilities report their data electronically.
- **Internet-based** reporting tool for NPDES facilities to electronically sign and submit General Permit Reports [e.g., Notice of Intent (NOIs)]. This will save facilities time and make reporting easier.
- Once a permitting authority adopts the use of Net, it can be used to **replace hard copy forms covering reporting requirements under 40 CFR Parts 122,123,124,125,403, and 503**, as well as additional requirements specified in permits.
- **NeT is currently being used** for General Permit Notices of Intent, No Exposure Waivers, Notice of Termination and Annual Reports.



## Did You Know?



### COMPASS and ICIS Reconciliation Report

The Office of the Chief Financial Officer (OCFO) is providing a monthly reconciliation report to OECA that shows receivables recorded in the agency's financial system, COMPASS, where the corresponding ICIS assessed penalty cannot be matched. This report can be used to ensure that both the ICIS database system and the agency's financial system are reflecting the same information.

OCFO's Cincinnati's Finance Center will provide this monthly reconciliation report to the Office of Enforcement and Compliance (OECA) to highlight possible data inaccuracies. OECA will make the report available to regions. Contact: Joe Schive at [Schive.joe@epa.gov](mailto:Schive.joe@epa.gov) or (202) 564-4156 or Sara Ager at [ager.sara@epa.gov](mailto:ager.sara@epa.gov) or (202) 564-7968

### Identify Activities and Actions Occurring on Federal Facilities

The Federal Facilities Enforcement Office (FFEO) reminds ICIS users to populate the "federal facility" activity pick list and federal facility activity comment field. The pick list is the ICIS identifier for marking and reporting all enforcement actions and compliance monitoring activities at federal facilities. Federal facilities are tracked and reported in the Agency's Annual Results, regional reviews, and other official reporting. Further information may be found in the FY 2011 Late Bird Memo, which references guidance found in IPOD entitled, "Federal Facilities - Final Guidance on Identifying Federal Facility Activities and Ownership in ICIS" (06.30.2011). More detail on these activities will be included in the final FY 2015 Reporting Plan. Contact: Lance Elson ([elson.lance@epa.gov](mailto:elson.lance@epa.gov)) or (202)-564-2577



### Avoiding National Enforcement Initiative (NEI) Data Errors

**Do You Know the Most Common National Enforcement Initiative (NEI) Data Entry Errors?** Listed below are the most common ICIS NEI data entry errors. Please keep this list in mind when entering and reviewing NEI data.

- ◆ Not creating a Case File (Compliance Determination) record.
- ◆ Creating multiple NEI Case File records for a single NEI facility.
- ◆ Linking activities (compliance determinations, inspections/evaluations/ investigations and enforcement actions) to the wrong, non-NEI FRS/Programmatic interest.
- ◆ Not entering CAA and RCRA NEI inspections and investigations into ICIS.
- ◆ Not flagging activity records as NEI.
- ◆ Multiple FRS IDs for the same facility; Single FRS ID for separate facilities.

For questions regarding entering NEI related data in ICIS, please contact Dan Klaus at (202) 564-7757 or [Klaus.dan@epa.gov](mailto:Klaus.dan@epa.gov).

# Key Dates

## FISCAL YEAR (FY) 2015 KEY FEDERAL REPORTING AND CERTIFICATION DATES

Below are the FY 2015 Key Federal Reporting Dates. Further information will be available in the forthcoming FY 15 Reporting Plan.



<u>DATE</u>	<u>ACTION/Milestone</u>
March 31, 2015	End-of-Fiscal-Mid-Year (MY)
April 1 – April 23, 2015	<b>DATA QUALITY REVIEW PERIOD</b> Regions and Headquarters Offices should ensure all databases are complete and accurate. ICIS Data Quality Review reports should be run and any necessary ICIS corrections are completed.
April 14, 2015	<b>DATA ENTRY DEADLINE FOR ALL MY 2015 DATA</b>
April 14, 2015	All projected Big Case data must be entered into ICIS Big Case Projection Screen.
April 23, 2015	<b>CERTIFICATION DATE</b> Deputy Regional Administrators (DRA) and Office of Enforcement and Compliance Office Directors (OECA OD) certify that all FY 2015 mid-year data in the national database systems are accurate and complete. Any corrections requested after April 23, 2015 requires a memorandum from the DRA or OECA OD to Lisa Lund, Director, Office of Compliance.
April 24 - 29, 2015	OECA uses certified data set to create the final mid-year status and projections presentations. Certified output and outcome values, including projections, will be presented to the Assistant Administrator in early May.
June 30, 2015	End of Fiscal Year 2015 Third Quarter
July 1 – July 24, 2015	<b>DATA QUALITY REVIEW PERIOD</b> Regions and Headquarters Offices should ensure all databases are complete and accurate. ICIS Data Quality Review reports should be run and any necessary ICIS corrections are completed.
July 15, 2015	<b>DATA ENTRY DEADLINE FOR ALL DATA THRU JUNE 30, 2015</b>
September 30, 2015	End of Fiscal Year 2015
October 1 – October 22, 2015	<b>DATA QUALITY REVIEW PERIOD</b> Regions and Headquarters Offices should ensure all databases are complete and accurate. ICIS Data Quality Review reports should be run and any necessary ICIS corrections are completed.
October 15, 2015	<b>DATA ENTRY DEADLINE FOR FISCAL YEAR 2015</b>
October 22, 2015	<b>CERTIFICATION DATE</b> Deputy Regional Administrators (DRA) and Office of Enforcement and Compliance Office Directors (OECA OD) certify that all FY 2015 data in the national database systems are accurate and complete. Any corrections requested after October 22, 2015 requires a memorandum from the DRA or OECA OD to Lisa Lund, Director, Office of Compliance.
October 23 – 30, 2015	OECA uses certified data set to create the final fiscal year annual results. Certified output and outcome values will be presented to the Assistant Administrator, and posted to the Internet and announced to the press.



# Statistics

## ICIS-Air Delegated Agency Readiness Status as of January 22, 2015

	States	Locals	Totals
<b>Total Number of EDT Agencies</b>	<b>38</b>	<b>5</b>	<b>43</b>
EDT in Production	10	2	12
EDT Planned in January	5	-	5
EDT Planned in February	9	1	10
EDT Planned in March	4	2	6
EDT Planned in April	2	-	2
EDT Readiness Unknown	0	-	0
EDT Readiness in 1 or More Years	8	-	8

\* San Joaquin Valley, DE, GA, KY, IL, IN, NE, OK, AK, Puget Sound, AL, WV are in Production.



## NetDMR Statistics Through November 2014

Total Count of Permit IDs	Total Count of DMRs for November	Summary Total of DMRS Received for the Year
7,645	14,473	224,669

# Staying Connected



## Regularly Scheduled Conference Calls

**NPDES Conference Calls** are scheduled on the fourth Thursday of each month. Please contact Rachiel P. Durant at (202) 564-4106 or at [Durant.rachiel@epa.gov](mailto:Durant.rachiel@epa.gov). Conference call information: 1-866-918-0772 Conference Code 853-701-2121#.

**FE&C Conference Calls** are scheduled on the second Thursday bi-monthly. Please contact Rachiel P. Durant at (202) 564-4106 or at [Durant.rachiel@epa.gov](mailto:Durant.rachiel@epa.gov). Conference call information: 1-866-918-0772 Conference Code 853-701-2121#.

**Sys. Admin Calls** are scheduled quarterly with System Administrators. Please contact Rachiel P. Durant at (202) 564-4106 or at [Durant.rachiel@epa.gov](mailto:Durant.rachiel@epa.gov). Conference call information: 1-866-918-0772 Conference Code 853-701-2121#.

**NetDMR Conference Calls** are scheduled as needed. Please contact Rachiel P. Durant at (202) 564-4106 or at [durant.rachiel@epa.gov](mailto:durant.rachiel@epa.gov). Conference call information: 1-866-918-0772 Conference Code 853-701-2121#.

**ICIS-Air Conference Calls** are scheduled on the fourth Wednesday of each month. Please contact Rachiel P. Durant at (202) 564-4106 or at [Durant.rachiel@epa.gov](mailto:Durant.rachiel@epa.gov). Conference call information: 1-866-918-0772 Conference Code 853-701-2121#.

**For further assistance contact** the ICIS Customer Support Helpline (202) 564-7756. 24 Hours Online Customer Support [icis@epa.gov](mailto:icis@epa.gov)



## A Note From The Editor

We are hopeful that you will find this newsletter to be a helpful resource and tool. Please provide articles and any feedback that you may have regarding the ICIS newsletter to Rachiel P. Durant.. We welcome your comments and suggestions.

Respectfully yours: Rachiel P. Durant - [Durant.rachiel@epa.gov](mailto:Durant.rachiel@epa.gov) or at (202) 564-4106.

[FY14 OECA Annual Results](#)  
Were Posted on December 18, 2014

Over 800 ICIS Users  
Already Trained  
In FY2015



## In Memory of Norma V. (Hill) Mason

Norma V. (Hill) Mason passed on November 14, 2014. For close to 20 years, Norma served as a public servant at the U.S. Environmental Protection Agency (Region 1 Office) in Boston, MA. Through her many talents, her giving heart and her infectious laugh, Norma touched many lives. Her thoughtfulness, frankness and love will never be replaced. She will be missed!