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California Regional Water Quality Control Board

San Francisco Bay Region

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Arnold Schwarzenegger
Governor

December 7, 2010

To: Attached List

SUBJECT: New Requirement to Report Monitoring Information to eSMR/CIWQS

This letter outlines a new requirement for wastewater permittees to report monitoring information electronically to a statewide system, the Electronic Self-Monitoring Report (eSMR). The eSMR is a module within the California Integrated Water Quality System (CIWQS), which is one of the Water Boards' primary information management systems. The eSMR system has been and is currently being implemented in other regions throughout the State. The information affected by this requirement includes data and information currently required by NPDES permits to be submitted in routine self-monitoring reports. Permittees who currently report to the regional Electronic Reporting System (ERS) will need to transition into eSMR, because we plan to discontinue using ERS for monitoring data in 2012.

The attached table summarizes the steps for implementing eSMR for major permittees in 2011. We divided the permittees into four roughly equal-sized groups with the largest permittees and those not currently reporting to ERS in the first group. Also considered was the permit reissuance time frame to avoid conflict. The general plan is for the first group to start submitting monitoring information to eSMR by the end of the first calendar quarter, with subsequent groups in subsequent quarters. Any permittee who desires to implement earlier than its assigned group may do so.

Please complete and submit the attached reply form no later than the date listed in the table. The purpose of the form is to indicate that you have received and understand this letter, and to list staff assigned to implement eSMR for your district, municipality, agency, company, or corporation so that we will have a complete contacts list for all relevant future communications.

The next step involves a training workshop by State Water Board eSMR staff near the beginning of each quarter. All permittees are welcomed and encouraged to attend the first training workshop, but only Group 1 is required to attend. Permittees in subsequent groups are required to attend the group workshop that is scheduled for their assigned group. The group workshop will be followed by individual training as needed or desired. We expect permittees to register with eSMR fairly soon after the workshop, and to start reporting monitoring information to eSMR soon after that, but no later than the dates indicated in the attached table. Initially, permittees will report both through eSMR and their current system (paper or ERS). We will review and compare the information submitted. If there are inconsistencies or missing data, we

will notify the permittee. If the information is complete and accurate for at least 3 months, permittees will receive permission to report just to eSMR.

This new eSMR requirement is necessary so that all monitoring information will be in one system administered by the State Water Board. This change may require some permittees to modernize their information systems to facilitate electronic reporting. Also, for those permittees in ERS, there will be some loss in functionality going from ERS to eSMR. We understand that implementation of new requirements will be challenging for some permittees. It will be challenging for us as well. However, this change must occur. We look forward to working with you and associations like the Bay Area Clean Water Agencies to overcome the challenges and successfully implement eSMR.

If you have any questions, please contact Johnson Lam at (510) 622-2373 or jlam@waterboards.ca.gov.

Sincerely,

Bruce H. Wolfe
Executive Officer

Attachments

eSMR Implementation Schedule
eSMR Reply Form
Mailing List

Copy to (via email):

James Ervin, BACWA Permits Committee Chairman, James.Ervin@sanjoseca.gov
Amy Chastain, BACWA Executive Director, achastain@bacwa.org
Kevin Buchan, WSPA, Kevin@wspa.org
Jarma Bennett, SWRCB OIMA
Karen Larson, SWRCB OIMA

eSMR Implementation Schedule

Permittee	Permit Flow (mgd)	E R S	Submit Completed Reply Form no later than	Training Workshop for Entire Group	eSMR Registration, Not Later Than	Training Workshop for Individual Permittee(s)	Report to Both eSMR and ERS (or Paper) for Prior Reporting Period ^[1]	Report to Only eSMR for Prior Reporting Period ^[1,2]
Group 1			January 5, 2011	January 20, 2011	March 1, 2011	March 2011, to be scheduled as needed	April 30, 2011	July 30, 2011
Central Contra Costa Sanitary District	53.8	Y			(For individual training, users will have to have registered by the training date)			
Chevron Products Company (permit reissuance in June)	30.6	N						
East Bay Dischargers Authority and its member agencies	106	Y						
East Bay Municipal Utility District	120	Y						
Palo Alto, City of	39	Y						
Novato Sanitary District	5.4	N						
San Francisco (Southeast and Oceanside plants), City and County of	127	Y						
San Jose/Santa Clara, cities of	167	Y						
Shell Oil Products US and Equilon Enterprises LLC (permit reissuance in December)	9.5	Y						
Tesoro Refining & Marketing Co.	18.5	Y						

Permittee	Permit Flow (mgd)	ERS	Submit Completed Reply Form no later than	Training Workshop for Entire Group	eSMR Registration, Not Later Than	Training Workshop for Individual Permittee(s)	Report to Both eSMR and ERS (or Paper) for Prior Reporting Period^[1]	Report to Only eSMR for Prior Reporting Period^[1,2]
Group 2			April 4, 2011	May 2011, notice of actual date will be provided	June 1, 2011	June 2011, to be scheduled as needed	July 30, 2011	October 30, 2011
Central Marin Sanitation Agency	10	Y						
ConocoPhillips (permit reissuance in March)	33.7	Y						
Delta Diablo Sanitation District	16.5	Y						
Fairfield-Suisun Sewer District	17.5	Y						
Napa Sanitation District (permit reissuance in February)	15.4	N						
San Mateo, City of	15.7	Y						
Sonoma Valley County Sanitary District	3	N						
South Bayside System Authority	29	Y						
South San Francisco & San Bruno, cities of	13	Y						
Sunnyvale, City of	29.5	Y						
Valero Refining Company	3.7	Y						
West County Agency (West County Wastewater District and City of Richmond Municipal Sewer District)	28.5	Y						

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Group 3			July 5, 2011	August 2011, notice of actual date will be provided	September 1, 2011	September 2011, to be scheduled as needed	October 30, 2011	January 30, 2012
Benicia, City of	4.5	Y						
Burlingame, City of	5.5	Y						
C&H Sugar Company, Inc. and Crockett Community Services District	36.8	Y						
Mirant Delta, LLC	506	Y						
Petaluma, City of	5.2	Y						
Pinole, City of	4.06	Y						
Rhodia, Inc.	0.8	Y						
San Francisco, City and County of, San Francisco International Airport (Municipal and Industrial Plant)	3.9	Y						
Sewer Authority Mid-Coastside	4	Y						
Sewerage Agency of Southern Marin	3.6	Y						
USS-Posco Industries (permit reissuance in July)	28	Y						

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Group 4			October 3, 2011	November 2011, notice of actual date will be provided	December 1, 2011	December 2011, to be scheduled as needed	January 30, 2012	April 30, 2012
American Canyon, City of (permit reissuance in May)	2.5	Y						
Las Gallinas Valley Sanitary District	2.92	Y						
Millbrae, City of	3	Y						
Mt. View Sanitary District	3.2	Y						
North San Mateo County Sanitation Dist. (permit reissuance in September)	8	Y						
Pacifica, City of (permit reissuance in August)	4	Y						
Rodeo Sanitary District	1.14	Y						
Sausalito-Marín City Sanitary District	1.8	Y						
US Naval Support Activity, Treasure Island	2	Y						
Vallejo Sanitation and Flood Control District (permit reissuance in November)	15.5	Y						

eSMR Reply Form

I have received and understand the San Francisco Bay Regional Water Board's December 2010 letter outlining new requirements for electronic reporting of monitoring information to the State Water Board's eSMR system.

Name: _____ Representing: _____
Name of Permittee

Assigned Group for eSMR implementation:

Group 1 Group 2 Group 3 Group 4

Check here if you are interested in implementing eSMR as part of an earlier group, and indicate your preferred group: _____

Permittee contact information for staff that will be involved in implementation of eSMR:

Name: _____

Email: _____

Telephone: _____

Name: _____

Email: _____

Telephone: _____

Name: _____

Email: _____

Telephone: _____

Please add contacts to the right or on the back of this form.

Please return completed form by mail or email to:

California Regional Water Quality Control Board
San Francisco Bay Region
ATTN: Johnson Lam, jlam@waterboards.ca.gov
1515 Clay Street, Suite 1400
Oakland, CA 94612