

Responsible Corporate Officer (RCO)

Main account holder, may manage one or more organizations:

- Has the ability to legally bind the organization
- Must certify the Subscriber/Signature Agreement
- Submits the necessary documents for initial account setup
- Delegates authority in myDEQ by adding DROs to their account

Organization

This may be an actual organization like a business or government agency, or another type of entity for certain services. For example, if a private citizen needs a drywell on their property registered with ADEQ, the citizen would act as RCO and they would assign their property as the Organization, having legal authority to bind the property.

Delegated Responsible Officer (DRO)

Each organization may have one or more DROs to act on the RCO's behalf in myDEQ. Adopting a DRO requires a signed and notarized Signature Agreement (emailed when the DRO is added to the account). The DRO:

- Possesses authority delegated by the RCO to act on their behalf
- Oversees all myDEQ account activities for an organization

Submitter

Adopting submitters requires signed and notarized Signature Agreements (emailed when each Submitter is added to the account). Submitters:

- Submit compliance reports
- Modify some permit information for any permit or registration the RCO or DRO chooses to allow

Data Entry

Data Entry users can be assigned to prepare compliance report data for the other users to submit. Data Entry users cannot directly submit data to ADEQ.

