

## Filling Out MSGP and CGP Electronic Discharge Monitoring Reports (e-DMRs)



### What is a DMR?

A report form provided by ADEQ to facilities that have a general Arizona Discharge Elimination System (AZPDES) permit for either a Multi-Sector General Permit (MSGP) or a Construction General Permit (CGP). Based on permit requirements, the permittee must monitor stormwater discharged from their facility and report those results on the DMR.

### How do I submit a DMR?

The Federal e-Reporting Rule requires digital submission for all DMRs. To submit a DMR, register for a free account on myDEQ, ADEQ's online portal, at [azdeq.gov/myDEQ/register](http://azdeq.gov/myDEQ/register). For more information, including how to register and links to user guides, visit [azdeq.gov/myDEQ](http://azdeq.gov/myDEQ).

### Who has to submit a DMR?

There are five types of stormwater monitoring: benchmark, effluent limitation guideline (ELG), impaired waters (includes not-attaining waters), Outstanding Arizona Waters (OAWs) and ADEQ-requested monitoring. Not every MSGP or CGP permitted facility has to conduct monitoring. View the following table to determine which monitoring types may apply to your facility. To help determine your sector/subsector/SIC code, visit [static.azdeq.gov/fs\\_fs\\_sector\\_list.pdf](http://static.azdeq.gov/fs_fs_sector_list.pdf).

Permit Type	Monitoring Type	Applies to
MSGP	Benchmark	Sectors A1, A2, A3, A4, B1, C1, C2, C3, C4, D1, E1, E2, F1, F2, F3, F4, G1, G2, J1, J2, K1, L1, L2, M1, N1, O1, Q1, S (if deicing), U1, U2, Y1, AA1 and AA2
	ELG	Sectors A, C, D, E, J, K, L, O, and S, based on industrial activity
	Impaired Water & OAW	Facilities within 2.5 miles of an impaired, not-attaining and/or an OAW
CGP	Impaired Water & OAW	Facilities within 0.25 mile of an impaired, not-attaining and/or an OAW

For a list of MSGP sectors/subsectors/SIC codes, visit: [static.azdeq.gov/wqd/stormwater/msgp\\_sectors.pdf](http://static.azdeq.gov/wqd/stormwater/msgp_sectors.pdf).

### What parameters go on the DMR?

Based on the information provided on the Notice of Intent (NOI), the DMR will auto-populate the parameters on the DMR that are required to be monitored in accordance with the permit.

### Can I create my own DMR?

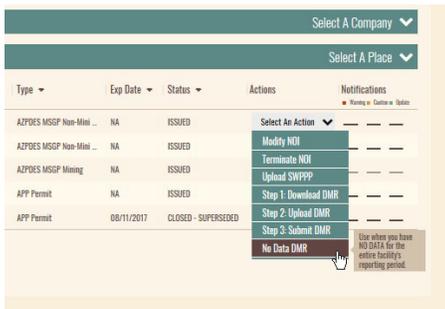
No. The permittee must use the downloadable DMR (and maintain the same file name assigned to that DMR) provided by ADEQ when the facility obtains permit coverage. The DMR is specific to the facility and is made to ensure all required monitoring is completed. Once the form is downloaded, you may begin to enter data as it becomes available. Once all data has been entered, upload the DMR and submit using your myDEQ account.

## How is a DMR organized?

By outfalls and reporting frequencies. Currently, the DMR assigns four sampling events for benchmark, impaired waters and OAW monitoring to each outfall that was entered onto the NOI. If subject to ELG monitoring, one sampling event per outfall is added to the DMR. If the outfall is only subject to two monitoring events, the other two events should enter a No Data Indicator (NODI) code.

## My facility didn't have a storm-water discharge during the reporting period. Do I still have to submit a DMR?

Yes, in order to indicate that no storm-water discharge(s) occurred from any outfall for the monitoring period. Choose the *No Data DMR* option under *Select An Action* on your myDEQ Dashboard. If you do not submit your DMR, your facility is not in compliance with your permit requirements and you will receive a *Potential Deficiency Report*.



## Should I leave blanks on the DMRs if I don't have sampling results?

You should never leave blanks on the DMRs where results are required. This will generate an *Error Report*, and you will not be able to submit the DMR. If you do not have a sample result, use a NODI code (described in the second tab on the bottom left corner of the DMR).

## What are NODI codes?

A No Data Indicator Code or NODI Code is a code that can be used on the DMR instead of entering a sample result. One NODI code per sample result can be used. The NODI code must best describe why a sample result was not provided. Some NODI Codes require comments.

Common NODI Codes	
NODI	What does it mean?
8	Other (See Comments) **Comments Required
9	Conditional Monitoring - Not Required This Period
9a	Inactive/Unstaffed Site
9b	Benchmark/General Analytical sampling completed for permit term
9c	Impaired or Not-Attaining Waters sampling completed for permit term
9d	Ephemeral water monitoring exception
9e	Exceedance due to natural background pollutant levels
9f	No further pollutant reductions possible
9g	ADEQ waived sampling
9j	Substantially Identical Outfall
9k	BM Monitoring complete for the year
9l	IW Monitoring complete for the year
9m	ELG Monitoring complete for the year.
B	Below Detection Limit/No Detection
C*	No discharge
D	Lost Sample/Data Not Available
E	Analysis Not Conducted/No Sample
F	Insufficient Flow for Sampling
G	Sampling Equipment Failure

**\* NODI Code C "No Discharge" should only be used when there is other sampling data to report, but, for whatever reason, there was not a discharge from an outfall for a sampling event. For example: On July 6, say there was a storm event, and there are two outfalls at your site. Outfall 1 was sampled for copper, and the result is entered on the DMR. If there was no discharge from Outfall 2 during that event, you would enter NODI Code C for Outfall 2 on the DMR. If there was no discharge from any outfalls for the reporting period, submit a "No Data DMR," instead of entering NODI Code C for each sampling event on the DMR.**

## How do I know where to report sampling results on the DMR?

For a specific parameter, enter the date and sample value. Some samples require pH, temperature or a hardness value. These cells will appear white. If a cell on the DMR is grayed-out, you do not have to enter information into that cell.

## What are the beginning and ending monitoring dates for the yearly DMR?

### DMR Reporting Period

	Begin Date	End Date	DMR Due
MSGP	June 1	May 31	July 15
CGP	Jan. 1	Dec. 31	Jan. 31*

\* A DMR can also be due when a CGP Notice of Termination (NOT) is submitted.

## Can I sample for more or other parameters that are not on my DMR?

ADEQ does not discourage facilities from conducting other stormwater monitoring in addition to permit requirements, however, currently, there is not a way to report/insert additional sampling results onto the DMR.

## I am still awaiting results from the laboratory, but the DMR due date is approaching. What should I do?

To avoid a non-submittal violation, it is better to be on time with the DMR and submit partial results than to submit the DMR late. Instead of entering a sample value, use NODI Code 8, and include a comment in the NODI Code Comment section. Contact the Stormwater Unit for how to submit the data once you receive it from the lab. In the future, ADEQ will provide a way for the facility to submit an amended DMR.

## Do I need to provide laboratory analytical data sheets in addition to my DMRs?

No, laboratory analytical reports do not need to be uploaded with the DMR.

## What should I do if I find a mistake on my DMR?

Please review your DMR carefully prior to submittal, as currently, there is not a way to correct or change a submitted DMR. Contact the Stormwater Unit if you feel the DMR has an error. In the future, ADEQ will provide a way for the facility/site to submit an amended DMR.

## Why does the DMR need to be certified by a principle executive officer or authorized agent in order to be accepted by ADEQ?

It is a legal requirement. If the DMR is not certified, ADEQ cannot accept it.

## For more information, contact:

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 Toll Free: 800-234-5677

ADEQ will take reasonable measures to provide access to department services to individuals with limited ability to speak, write, or understand English and/or to those with disabilities. Requests for language interpretation services or for disability accommodations must be made at least 48 hours in advance by contacting: 7-1-1 for TDD; 602-771-2215 for Disability Accessibility; or Ian Bingham, Title VI Nondiscrimination Coordinator at 602-771-4322 or [idb@azdeq.gov](mailto:idb@azdeq.gov).

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