

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Water, Bureau of Permits
625 Broadway, Albany, New York 12233-3505
P: (518) 402-8111 | F: (518) 402-9029
www.dec.ny.gov

December 21, 2016

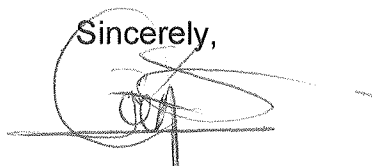
John Dombrowski, Director
Enforcement Targeting and Data Division
Office of Compliance, U.S. EPA
dombrowski.john@epa.gov

SUBJECT: New York State Department of Environmental Conservation NPDES
Electronic Reporting Rule Implementation Plan

The U.S. Environmental Protection Agency (EPA) recently promulgated a final rule to modernize Clean Water Act reporting for municipalities, industries, and other facilities by converting to an electronic data reporting system. This final rule will require regulated entities to use existing, available information technology to electronically report data required by the National Pollutant Discharge Elimination System (NPDES) permit program instead of filing written paper reports.¹

Under the final rule, NPDES-regulated entities are required to submit NPDES program data to the designated Initial Recipient, as defined in 40 CFR 127.2(b). For this rule, the term "Initial Recipient" means the governmental entity, either the state or EPA, who first receives the NPDES program data listed in Appendix A to 40 CFR part 127. For items which NYSDEC is the initial recipient, NYSDEC is required to provide an Implementation Plan for the Phase II requirements of the electronic reporting rule by December 21, 2016. EPA acknowledges that this Implementation Plan is an initial schedule of items to be completed by NYSDEC to ensure that regulated entities will submit the required data elements electronically by December 21, 2020. Attached is the Implementation Plan and Waiver Request form that NYSDEC will use. Implementation of the electronic reporting rule requirements will require significant resources from NYSDEC. NYSDEC will provide EPA with updates to its Implementation Plan as updates become available.

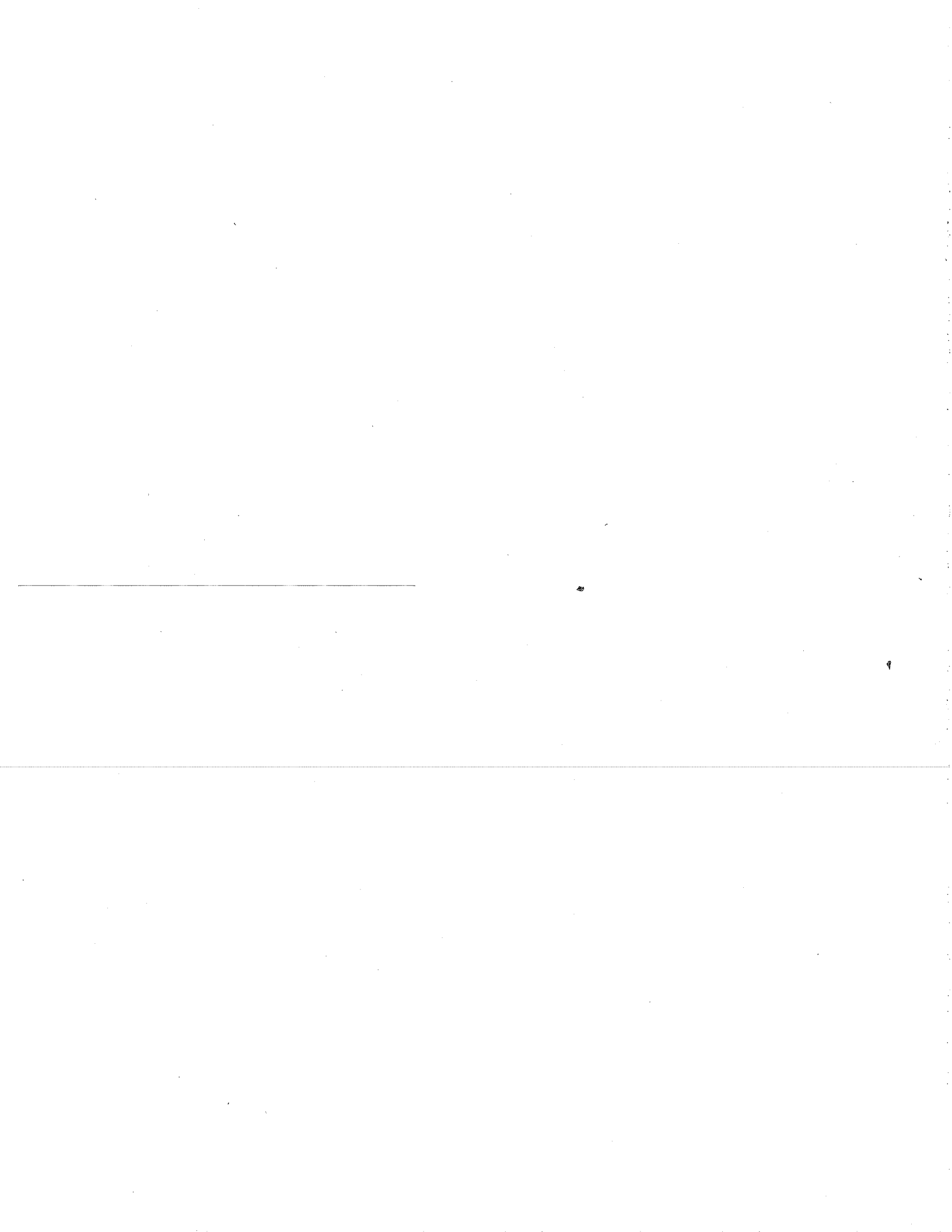
Sincerely,



Koon Tang, P.E.
Director, Bureau of Water Permits

¹ U.S. EPA, 2015. "National Pollutant Discharge Elimination System (NPDES) Electronic Reporting Rule," 80 FR 64064 (22 October 2015).





Ec: Mark Klotz
Donald Canestrari
Robert Wither
Erik Posner

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Water, Bureau of Water Permits
625 Broadway, Albany New York 12233-3505
P: (518) 402-8111 F: (518) 402-9029
www.dec.ny.gov

NPDES Electronic Reporting Rule Phase 2 Implementation Plan

New York State Department of Environmental Conservation
December 21, 2016

1. Overview/Executive Summary

The New York State Department of Environmental Conservation (NYSDEC) is authorized to manage the NPDES program in New York (called SPDES in NY) for several programs involving Phase II of the EPA e-Reporting Rule. These include the: Municipal Separate Storm Sewer System (MS4) general permit; Multi-sector general permit (MSGP); Concentrated Animal feeding Operation (CAFO) general permit; Construction general permit; Pesticide general permit; and sewer overflow reports. These SPDES programs at the NYSDEC currently use a variety of data systems and technology platforms. While many of the SPDES programs affected by Phase 2 of the NPDES Electronic Reporting Rule are currently using paper-based forms to collect data from permittees, the agency is in the process of converting them to electronic, online forms. Data now received on paper forms are manually entered into proprietary, legacy systems and stored in an enterprise Oracle database.

NYSDEC has received EPA approval for its CROMERR application to use NetDMR, and is continuously enrolling subscribers. The agency has implemented electronic reporting for several SPDES general permit programs, and will continue to supplant paper forms with electronic forms to meet the goals of the e-reporting rule. NYSDEC has begun using nForm, an electronic reporting tool developed by Windsor Solutions, to collect electronic data for the construction, CAFO, and MSGP general permits. Tools will be developed to electronically transfer data from NYSDEC to EPA's Central Data Exchange.

NYSDEC is working to implement the e-reporting rule requirements, but our e-reporting efforts were re-directed to the implementation of the Sewage Pollution Right to Know Law (SPRTK), which took effect on May 1, 2013. Resources directed to the SPRTK implementation delayed NYSDEC's implementation of NetDMR and updating the Water Compliance System (WCS) inspection database to electronically transfer required information to the ICIS data system. Completion of these Phase 1 requirements will continue through 2017, and possibly beyond, and will impact NYSDEC's efforts to implement the Phase 2 requirements. NYSDEC resource limitations must rely on the NYS Office of Information Technology Services (OITS) for all information technology (IT) development work. The current systems used to manage the data collected for NYSDEC general permits and sewer overflow and bypass reports rely on many desktop databases using MS Access. The NYSDEC WCS is also outdated, built on an unsupported platform, and will need to be replaced in order to collect and manage the required compliance data elements. The final piece of implementing the eReporting Rule will be to develop the process and tools to electronically transfer data from NYSDEC systems to EPA.

NYSDEC is working towards the goal of implementing Phase II of the eReporting Rule by December 20, 2020.



Department of
Environmental
Conservation

A. General Permit & Overflow Reports

NYSDEC will act as the initial recipient for all data related to NPDES general permit and sewer overflow reports. NYSDEC will use nForm, an electronic reporting tool developed by Windsor Solutions, to collect electronic data for these reports from the permittees. This project is sponsored by the Director of the NYSDEC Division of Water, Mark Klotz, and is being managed by Koon tang, Director, Bureau of Water Permits.

B. Key Tasks & Timeline

NYSDEC will continue to roll out all necessary e-reporting forms for its general permits in the nForm platform. NYSDEC will add eReporting requirements to its general permits as they are updated and renewed. New subscribers will begin to use NYSDEC's eReporting tool as electronic forms are rolled out.

In order to comply with CROMERR requirements, NYSDEC will develop subscriber/signature agreement and identity-proofing processes for reports associated with its SPDES general permit. Currently NYSDEC uses a Novell tool for user management, which will be replaced in the near future. OITS has not provided information on the replacement, or when it will be implemented. This will directly impact the implementation date for NYSDEC's eReporting solutions

Update electronic signature device to meet CROMERR standards and integrate with nForm.

The NYSDEC must work closely with OITS for all technology- based projects. OITS has identified barriers that must be resolved before NYSDEC will be able to fully implement the EPA eReporting rule. These issues are related to the technologies used for user authorization and verification processes, and will affect how NYSDEC will implement CROMERR compliant business practices. OITS is working to identify new technologies to replace the Novell services that will no longer be used by NYSDEC, but no timeline has been shared with NYSDEC.

NYSDEC will begin to develop electronic data transfer tools after EPA has finalized the details (format, field type, etc...) for the data elements.

Task	Estimated Date of Completion
Migrate all paper forms to e-forms	CY 2018
NYSDEC enroll permittees in eReporting system	CY 2018
OITS develop automatic electronic transfer of data from NYSDEC to EPA	CY 2019
Implement electronic CROMERR-compliant User Verification and Authorization	CY 2020
- OITS identify technology to support User Verification/Authorization	CY 2017
- NYSDEC develops business practice for User Authorization/Verification	CY 2018
- OITS implement User Verification/Authorization tools	CY 2019
- Permittees sign subscriber agreement	CY 2020

C. Personnel

- Executive Sponsor: Division Director, Division of Water, NYSDEC
- nForm:
 - Bureau Director, Bureau of Water Permits, Division of Water, NYSDEC;
 - NY Office of Information and Technology Services
- WCS:
 - Bureau Director, Bureau of Water Compliance, Division of Water, NYSDEC;
 - NY Office of Information and Technology Services
- Data Transfer:
 - Bureau Director, Bureau of Water Permits, Division of Water, NYSDEC;
 - NY Office of Information and Technology Services
- General Permits Databases:
 - Bureau Director, Bureau of Water Permits, Division of Water, NYSDEC;
 - NY Office of Information and Technology Services

2. Agency NPDES Universe

- A. Number of Active and Administratively Continued Major Individual NPDES Permits:
There were 295 active EPA Major NPDES permits in New York as of 01-October-2016. 122 had full reviews, 173 were administratively continued.
- B. Number of Active and Administratively Continued Minor Individual NPDES Permits:
There were 2424 active EPA Minor NPDES permits in New York as of 01-October-2016. 478 had full reviews, 1946 were administratively continued.
- C. List of Agency General NPDES Permits with number of authorizations for each:
 - i. MSGP
There were 2,639 active MSGPs authorized under the general permit as of 5-December-2016
 - ii. MS4
There were 544 active MS4s authorized under the general permit as of 2-December-2016
 - iii. CAFO
There were 510 active CAFOs authorized under the general permit as of 12-December-2016
 - iv. Construction
There were 8,494 active construction projects authorized under the general permit as of 6-December-2016
 - v. Pesticide
There were 619 active pesticide projects authorized under the general permit as of 8-November-2016

3. Current and/or Planned NPDES Data Systems and E-reporting Tools

- A. Current Data System & Processes
NYSDEC currently uses 2 basic processes and systems for collecting and managing the data for the programs in Phase II of the EPA e-Reporting Rule. In the first, NYSDEC collects data using paper forms, manually enters the data into local, desktop databases, and if necessary, manually enter data into ICIS. In the second, data is entered electronically by the permittee

using nForm – a Windsor Solutions product – the then feeds the data into Oracle views, which are used by local, desktop databases.

i. Paper-based Process

The paper-based process relies almost entirely on manual efforts for multiple steps of data entry. These forms are typically fillable PDF forms, and can either be entered by hand, or filled out on a computer.

a) Permittee obtains a copy of the appropriate form

b) Permittee completes the form by:

1. entering all necessary data
2. signing the form

c) Complete form is sent to NYSDEC

1. Paper for by postal service
2. Fillable PDF by email

d) NYSDEC reviews form for completeness

If data is incomplete, the form is returned to the permittee.

e) Data is entered into desktop database

A MS Access database is maintained for each general permit program.

Depending on the number of users that need access to these databases, they may be either stored on an enterprise network drive for small numbers of users, or hosted in a Citrix environment for larger number of users. Both are backed up daily by OITS.

f) Data is manually entered into ICIS

Any data required by ICIS is manually entered into ICIS.

This process is currently used for the following program reports and forms:

- Municipal Separate Storm Sewer System GP
 - Notice of Intent
 - Annual Report
- Construction GP
 - Notice of Termination
- Multi-Sector GP
 - Notice of Intent
 - Notice of Termination
 - No Exposure Certification
 - Notice of Modification
- Concentrated Animal Feeding Operation (CWA) GP
 - Notice of Intent
 - Notice of Termination
- Pesticide GP
 - Notice of Intent
 - Notice of Termination
- Sewer Overflow/Bypass Reports

i. Electronic Process:

The electronic reporting process that NYSDEC developed for SPDES general permits integrates three platforms, each for a different part of the process. The current user verification/sign-in process is managed through the my.NY.gov portal. my.NY.gov is New York State's centralized, single sign-on portal for people doing

online business with NYS. Once a user is authorized by the NY.gov Identity Access Manager, their nForm session will begin.

nForm is an online electronic form developed by Windsor Solutions tool that NYSDEC is using to make electronic forms available to the public. nForm streamlines the permit process for both the permittees and NYSDEC staff by simplifying the form submission and review processes.

- a) Permittee signs in through the NYS my.NY.gov e-business portal
- b) Permittee accesses nForm and selects the appropriate form
- c) Permittee completes the form by:
 1. Electronically entering all necessary data
 2. Electronically signing and submitting the form
- d) nForm notifies NYSDEC of new submittals
- e) NYSDEC reviews submittal for completeness
Incomplete forms are returned to the permittee.
- f) Data from complete forms automatically populates the appropriate MS Access database
nForm data is stored in a CROMERR-compliant system. Oracle views are created to make the data accessible by program staff through MS Access databases.
- g) Data is manually entered into ICIS
Any data required by ICIS is manually entered into ICIS.

The electronic process is currently used for the following program reports and forms:

- Construction Notice of Intent
- CAFO Annual Report
- MSGP Annual Report
- Pesticide
 - Notice of Intent
 - Notice of Termination

B. Planned Data System & Processes

New York State government agencies are currently using the my.NY.gov e-business portal for user verification, which does not meet CROMERR standards in its current state. OITS is also in the process of evaluating new tools to replace the current Novell user management system. Both the e-business portal and the Novell replacement will need to be evaluated to determine how they will affect the CROMERR-compliant user verification and authorization processes. This section will continue to be updated as we obtain more information.

The planned electronic process will continue to use the nForm platform as the core for form submittal and processing. It is the intent of NYSDEC to use this system for all Phase II NPDES forms and reports. All Phase II data collected using nForm will be electronically uploaded into ICIS using a tool yet to be built. Once EPA has finalized the data definitions and formats for the required data elements in all data groups, NYSDEC and OITS will begin to develop the data transfer tool.

- i. Permittee signs in through the NYS my.NY.gov e-business portal
- ii. Permittee accesses nForm and selects the appropriate form
- iii. Permittee completes the form by:
 - i. Electronically entering all necessary data
 - ii. electronically signing and submitting the form
- iv. nForm notifies NYSDEC of new submittals

- v. NYSDEC reviews submittal for completeness
Incomplete forms are returned to the permittee.
- vi. Data from complete forms automatically populates the appropriate MS Access database
nForm data is stored in a CROMERR-compliant system. Oracle views are created to make the data accessible by program staff through MS Access databases.
- vii. Data is uploaded to ICIS via CDX

4. Key Tasks for Updating Agency Data Systems and Data Transmission Systems for Phase 2 Data Groups

NYSDEC will use a single system, described in Section 3 above, for all of its Phase II NPDES data groups. In order to reach the eReporting Rule target by December 2020, there are several key tasks that must be accomplished in conjunction with the IT development.

A. New eReporting data elements must be added to the data currently being collected for each data group. The new data elements will need to be added to both the forms, as well as to the back-end database that stores all of the electronically collected data. Both NYSDEC – Bureau of Water Permits and OITS will be involved in these modifications. These will be done with the following schedule:

- MSGP 2017
- MS4 2018
- CAFO 2020
- Pesticide 2017
- Sewer Overflow Reports 2020
- Surface PCI 2017
- Construction 2020

B. NYSDEC will begin to develop electronic data transfer tools after EPA has finalized the details (format, field type, etc...) for the data elements and the new data element updates (*in item #1*) above are complete. NYSDEC is in the early phases of discussion with OITS to develop a tool that will electronically transmit Phase II data. This effort will be led by the NYSDEC Bureau of Water Permits, but will rely on OITS staff to design and develop the data transfer tool by CY2019.

C. NYSDEC must work closely with OITS for all technology- based projects. OITS has identified barriers that must be resolved before NYSDEC will be able to fully implement the EPA eReporting rule. These issues are related to the technologies used for user authorization and verification processes, and will affect how NYSDEC will implement CROMERR compliant business practices. OITS is working to identify new technologies to replace the Novell services that will no longer be used by NYSDEC, but no timeline has been shared with NYSDEC.

5. CROMERR Compliance Status for Agency Electronic Reporting Systems

All Phase II data groups will use the same business processes and tools to comply with the eReporting Rule, and are expected to be completed by calendar year 2020. The areas for CROMERR compliance, and their status are:

- A. Identity Proofing of Registrant *Status: In development. Estimated completion 2019*
NYSDEC plans to develop an electronic signature agreement to comply with CROMERR. This is dependent on the work OITS will need to do to replace the outgoing Novell user management system. Business processes will need to be developed for this criteria.
- B. Determination of registrant's signing authority *Status: In development. Estimated completion 2019*
NYSDEC will receive an electronic signature agreement from each user that is requesting the

ability to sign e-signature related documents. NYSDEC will, to the best of their ability, validate the information provided to assure accuracy and that it is appropriate for the requestor to be granted signatory authority for the specified permits. Once verification is complete, NYSDEC will assign that user's nForm account the appropriate signatory permission.

- C. Issuance of a signing credential in a way that protects it from compromise
 - i. The electronic signature agreement contains language requiring the user to protect their credentials. *Status: In development. Estimated completion 2019*
 - ii. Account creation will provide several levels of verification. *Status: Complete*
 - iii. The request for e-signatory rights provides several levels of verification. *Status: Complete*
 - iv. nForm provides additional credential protection through the use of security questions. *Status: Complete*
- D. Electronic Signature Agreement *Status: In development. Estimated completion 2019*

NYSDEC plans to develop an electronic signature agreement to comply with CROMERR. This is dependent on the work OITS will need to do to replace the outgoing Novell user management system. Business processes will need to be developed for this criteria.
- E. Binding signatures to document content *Status: Complete*
 - i. nForm creates a unique Copy of Record (COR) for each form submitted
 - ii. nForm allows users to upload supporting documentation that should be associated with the form.
 - iii. The COR also contains
 - i. All of the user supplied data
 - ii. Legal certification statement displayed during the signing process
 - iv. nForm randomly chooses one of the secret questions on file for the user's account during the signing process
 - v. nForm creates a unique submission ID for each form submitted
 - vi. an automatic email confirmation is sent to the email address associated with the user account submitting the submission, indicating receipt of the submission and instructions on how to view the submission in human-readable format.
- F. Opportunity to review document content *Status: Complete*
 - i. During the submission process, the user will be presented with a verification page that contains a read-only view of the data being submitted.
 - ii. Links to any uploaded documents are provided.
- G. Opportunity to review certification statements and warnings *Status: Complete*

During the signing and submission process, the user will be presented with a certification page that contains a certification statement.
- H. Transmission error checking and documentation *Status: Complete*

The nForm system has built-in error checking and is encrypted. Communications between the user and the system are accomplished using the TCP/IP protocol, which includes error detection, retransmission of error, and is considered reliable under adverse conditions.
- I. Opportunity to review the Copy of Record *Status: Complete*

- i. The submitter is automatically sent an email notification after each submission. The email contains information on how to access the COR
 - ii. Submitters have the ability to view the COR at any time using nForm
 - iii. Users are able to see a history of all submissions whenever they are using the nForm system
- J. Procedures to address submitter/signatory repudiation of a copy of record *Status: Complete*
Under the circumstance that the data submitted is incorrect and the submitter needs to provide corrections, the nForm system allows the COR to be reviewed, revised, and resubmitted, which creates a new COR.
- K. Procedure to flag accidental submissions *Status: Complete*
If a user determines that they accidentally submitted a form, the submission can be corrected with a revision to the COR, or make a follow-up submission.

It is unlikely that an accidental submission would occur. The process of submitting a form in the nForm system includes a full review step followed by a certification and signature/submission step. Should a user pass through these steps and accidentally submit a form, they will receive the standard, automated system email indicating the receipt of a submission.
- L. Automatic acknowledgement of submission *Status: Complete*
The nForm system automatically sends an acknowledgement email to the email address on file for the submitter whenever any form has been submitted
- M. Determination that credential is authentic *Status: Complete*
nForm will compare the user-supplied password and the answer to the secret question provided during the signing process to the user's password and response to the secret question that are stored in the database. The electronic signature agreement that users sign has language informing them to contact an nForm administrator if they believe that their credential has been compromised, in order to lock the account. The fact that the account was not locked at the time of the form signing indicates that the account was not believed to be compromised.
- N. Signatory authorization *Status: Complete*
NYSDEC will receive an electronic signature agreement from each user that is requesting the ability to sign e-signature related documents. NYSDEC will, to the best of their ability, validate the information provided to assure accuracy and that it is appropriate for the requestor to be granted signatory authority for the specified permits. Once verification is complete, NYSDEC will assign that user's nForm account the appropriate signatory permission.
- O. Procedures to flag spurious credential use *Status: Complete*
 - i. After each form is submitted, an email is automatically sent to the email address on file with the submitter's account.
 - ii. After logging in to nForm, the account holder can view the history of all of their draft and completed submissions, including the date and time, and submission status (draft, submitted, deemed complete, rejected).
- P. Procedures to revoke/reject compromised credentials *Status: Complete*
Staff can lock a user account if it is believed to have been compromised. A part of the electronic signature agreement, users are directed to notify an administrator if they believe their credentials are compromised.
- Q. Confirmation of signature binding to document content *Status: Complete*
See item #5
- R. Creation of copy of record *Status: Complete*
The nForm system automatically creates a COR with a permanently affixed digital signature.

nForm will keep every version of the COR submitted with regards to original submissions, corrections, and resubmissions, each with a date/time stamped signature.

- S. Timely availability of copy of record as needed *Status: Complete*
The nForm system will provide users with edit/e-sign credentials an interface to search and access copies of record as needed.
- T. Maintenance of copy of record *Status: Complete*
Copies of record will be stored, protected from edits, and preserved exactly in the form in which they were submitted in the nForm database. Read only access to the COR will be available to authorized agency personnel and the e-signer for review.

6. State Statutes, State Regulation/Administrative Rule, and NPDES Permit Update Estimated Completion Dates

NYSDEC has no known issues pertaining to statutes, regulations, and administrative rules, as apply to SPDES permits. NYSDEC will continue to revise master general permits to include e-reporting language and requirements as each master general permit is renewed. Individual SPDES permits will have necessary e-reporting language and requirements added as they are issued or renewed. The schedule for master general permit renewal is:

- MSGP – 2017
- MS4 – 2018
- Pesticide – 2017
- Surface PCI – 2017
- Construction - 2020
- CAFO - 2020

7. Temporary and Permanent Waiver Approval Process (40 CFR 127.24c)

EPA promulgated an electronic reporting rule (40 CFR Part 127) that requires the reporting of certain information directly from SPDES permittees. This rule is implemented in two phases, where Phase 1 requires electronic reporting of DMRs by December 21, 2016 and Phase 2 requires electronic reporting of all other required data by December 21, 2020. The electronic reporting rule does allow for waivers from the electronic reporting requirement that meet very specific requirements.

A. Permanent Waivers

In accordance with 40 CFR Part 127.15(c) Permanent Waivers from electronic reporting are only available to facilities and entities owned or operated by members of religious communities that choose not to use certain modern technologies such as electricity and computers. To receive a permanent waiver, the owner, operator, or duly authorized representative of the SPDES permittee, facility, and entity must complete this Waiver form in its entity.

A Permanent Waiver is not transferable to a new owner. The recipient of a Permanent Waiver is still required to meet all reporting requirements specified in the SPDES permit.

B. Temporary Waivers

In accordance with 40 CFR Part 127.15(b), NYSDEC may grant a Temporary Waiver from electronic reporting to an owner, operator, or duly authorized representative of a SPDES permittee. Waivers will be evaluated for a facility that documents very limited computer capability and/or broadband internet access. The applicant must provide the information specified by this form and include justification why NYSDEC should consider granting a waiver. The justification must include an estimate of time the permittee will need to upgrade their computers and/or internet access to meet the electronic reporting requirements

Any Temporary Waiver granted by NYSDEC will range from one to five years based upon the justification provided by the permittee for the Waiver and not to exceed the permit expiration date. The permittee must apply 90 days before the expiration of the Temporary Waiver if an extension is necessary. Once the Temporary Waiver expires, the permittee will be required to submit reports electronically

A Temporary Waiver is not transferable to a new owner. The recipient of a Temporary Waiver is still required to meet all reporting requirements specified in the SDPES Permit.

C. NYSDEC Waiver Approval

The Attached form must be completed, signed and submitted to NYSDEC at the address on the form. NYSDEC will notify the submitter if their waiver request is approved or denied. Any waiver request that is not approved, will require the permittee to report their data electronically using the tool specified by NYSDEC.

8. Outreach and Training

NYSDEC will continue outreach and education efforts will be made for each of the regulated communities that will be using the nForm tool to meet the EPA eReporting Rule requirements. Both the CAFO and Construction Stormwater communities have received training and are using the nForm tool for submitting forms electronically. 13% of the CAFO regulated community used the eReporting system to submit their annual reports, and approximately 50% of the construction Notices of Intent are being submitted electronically. This leaves the MS4, MSGP and Pesticide regulated communities in need of outreach and training. NYSDEC will offer webinars on registering and using the eReporting system when new forms are released for the remaining permit groups.

9. Alternative Options

NYSDEC has no alternative to the tools and processes mentioned in this document to fulfill the requirements of the EPA eReporting Rule.

10. Obstacles to Rule Implementation

The main obstacles to NYSDEC fully implementing the eReporting Rule are obtaining OITS resources and commitment to the project, identifying and implementing the replacement to the aforementioned Novell user management system, and obtaining the necessary funding to support the nform system and additional staff required to maintain the new electronic reporting system.

11. Implementation Plan Reassessment

This Implementation Plan is written with the best current information available to NYSDEC. It will continue to be updated as new details (tools, timing, personnel, etc...) are available



**Department of
Environmental
Conservation**

FOR AGENCY USE ONLY

Date Received

APPLICATION FOR ELECTRONIC REPORTING WAIVER

FACILITY INFORMATION

Facility Name		SPDES Permit No.	
Facility Address	City	State	Zip
Facility Contact First Name	Facility Contact Last Name	Telephone Number	
Contact Mailing Address (If different from above)	City	State	Zip

TYPE OF WAIVER REQUEST

Please check one:

Permanent Temporary

Permanent Waivers are only granted for religious reasons. Temporary Waivers may be granted for facilities where computers and/or broadband internet access are not available.

REASON FOR WAIVER REQUEST

Please provide a brief statement regarding the basis for requesting a waiver. For Temporary Waiver requests, provide a length of time before the facility will obtain a computer and/or broadband internet access.

SIGNATURE

**MAIL ORIGINAL
COMPLETED
APPLICATION TO:**

NYSDEC
Bureau of Water Compliance
625 Broadway
Albany, NY 12233-3506

Tel: 518-402-8177

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Printed Name	Title	
Signature		Date

Attachment: Application for Electronic Reporting Waiver