



**Environmental  
Protection  
Agency**

# HOW TO NAVIGATE EDOCUMENT

Division of Drinking and Ground Waters



# WHAT IS EDOCUMENTS?

Ohio EPA has a database called eDocuments or eDoc. This is a hub for the agency's public records and where you can access documents received and sent by Ohio EPA. For this presentation, we will focus on finding Notice of Violations and previous CCRs to assist with CCR preparation.



# WHY DO I NEED NOVS OR PREVIOUS CCRS?

- You may need a refresher of what NOVs your system received, so that information is properly included in your CCR.
- If you would also like to use the CCR as a way to distribute a public notice, the NOV will include a copy of the notice. We suggest if using the CCR to distribute a public notice to use the copy and paste method. Copy and paste the entire page of the public notice in the CCR.
- If you are new at creating a CCR then looking at the format and information included in past reports is a helpful tool.





Get help with permitting and environmental requirements

**Visit the Resource Hub - FAQs, Ask an Expert, and more.**

Go Now

#### Who We Are

About Ohio EPA

Divisions & Offices

Administrative Leadership

Districts

#### What We Do

Compliance

Permitting

Maps & Advisories

Educational and How-to Resources

#### What's New

Current Topics

Proposed Rules

Events

News

#### Connect With Us

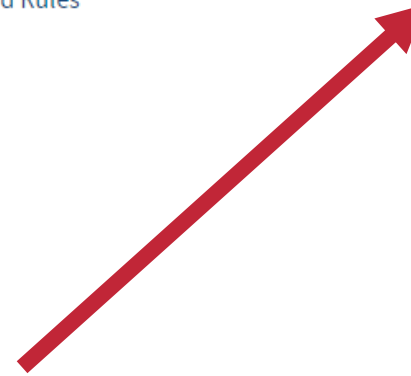
Media Resources

Public Records

Employment

Contact Us

Public Notices and Weekly Review



Scroll to the footer of any webpage and select Public Records

<https://epa.ohio.gov>



[epa.ohio.gov/about/media-center/  
access-public-records](https://epa.ohio.gov/about/media-center/access-public-records)



# Access Public Records

Generally, all Ohio EPA records are public unless they are exempt from disclosure under Ohio law. As a result, we organize and maintain our public records in such a way that they can be made available for inspection and copying. Under Ohio's public records law, citizens have the right to view upon request the public records of offices such as Ohio EPA.

## Contents

[Public Records](#)

[Defining Public Records](#)

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## For more information

Many records are available through the Agency's [eDocument search](#). For other documents, please [complete our online form](#). If you have questions or need help, please call [614-644-3037](#) or [e-mail us](#).

Click eDocument search under for more information



[epa.ohio.gov/help-center/edocument-search](https://epa.ohio.gov/help-center/edocument-search)



# LAUNCH EDOC



Environmental  
Protection  
Agency

Stay Compliant

Make a Difference

Monitor Pollution

Get Funding

Find Regulations ? Help

Search

Ohio EPA / Help Center / Access Public Records / eDocument Search

## eDocument Search

### Help Center

Welcome

Contact Us

Contact List

Spill Hotline


Resource Hub

eBusiness Center



- [What document types are available in the eDocument System?](#)
- [Useful Search Tips](#)
- [Report technical difficulties or suggest improvements](#)
- [Learn how public records and file reviews are processed at Ohio EPA](#)

Expand All Sections

Launch   
eDocument Search

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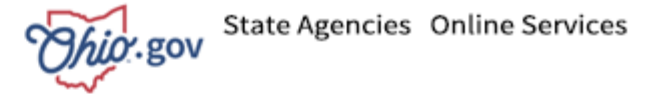
For  
Many  
Agenc  
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you ha  
call 61



[epa.ohio.gov/help-center/edocument-search](https://epa.ohio.gov/help-center/edocument-search)



# EDOC HOME PAGE

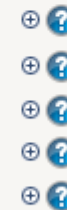


## eDocument Search

Document Type: -- Search All Document Types --

From Date:  To Date:

Secondary ID	<span>Equal</span>	
Entity Name	<span>Equal</span>	
County	<span>Equal</span>	
Program	<span>Equal</span>	
Package/Permit Number	<span>Equal</span>	



### Full Text Search

Search For This:

Search

Clear

### QUICK LINKS

[Learn to do a Successful Search](#)

[Review Frequently Asked Questions](#)

[Learn About Ohio's Public Records Law](#)

[Submit a Public Records Request or Request a File Review](#)

[Report Technical Difficulties or Suggest Improvements](#)

[Contact Ohio EPA's Public Records Manager](#)



# WHAT DOCUMENT TYPES DO I NEED?

## eDocument Search

Document Type: -- Search All Document Types --

From Date:

Adjudication

Appeal

Assessment

Bilateral Compliance Agreement (BCA)

Compliance Notification

Cost Recovery

Covenant

Director's Final Findings and Orders (DFFO)

Director's Authorization

General Correspondence

Incident Report

Inspection or Compliance Review

Investigation Report

Judicial Order

Lab Certification

Loans

Long Term Planning for Regulated Entity

Monitoring or Sampling

Non-permit Related Exemptions

Package

Full Text Search

Search For This:





# HOW DO I FIND NOTICES OF VIOLATION?



State Agencies Online Services



## eDocument Search

Document Type: Notice of Violation (NOV) ▼

From Date:  To Date:

Secondary ID	<span>Equal ▼</span>	<input type="text" value="OHXXXXXXXX"/>	<span>⊕ ?</span>
Entity Name	<span>Equal ▼</span>	<input type="text"/>	<span>⊕ ?</span>
County	<span>Equal ▼</span>	<input type="text"/>	<span>⊕ ?</span>
Program	<span>Equal ▼</span>	<input type="text"/>	<span>⊕ ?</span>
NOV Subtype	<span>Equal ▼</span>	<input type="text"/>	<span>⊕ ?</span>
Package/Permit Number	<span>Equal ▼</span>	<input type="text"/>	<span>⊕ ?</span>

## Full Text Search

Search For This:

Search

Clear



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[Learn to do a Successful Search](#)

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[Contact Ohio EPA's Public Records Manager](#)



# WHERE DO I FIND PREVIOUS CCRS?



## eDocument Search

Document Type:

From Date:  To Date:

Secondary ID	<input type="text" value="Equal"/>	<input type="text" value="OHXXXXXXXX"/>	<input type="button" value="⊕ ?"/>
Entity Name	<input type="text" value="Equal"/>	<input type="text"/>	<input type="button" value="⊕ ?"/>
County	<input type="text" value="Equal"/>	<input type="text"/>	<input type="button" value="⊕ ?"/>
Program	<input type="text" value="Equal"/>	<input type="text"/>	<input type="button" value="⊕ ?"/>
Report Classification	<input type="text" value="Equal"/>	<input type="text"/>	<input type="button" value="⊕ ?"/>
Package/Permit Number	<input type="text" value="Equal"/>	<input type="text"/>	<input type="button" value="⊕ ?"/>

### Full Text Search

Search For This:



### QUICK LINKS

- [Learn to do a Successful Search](#)
- [Review Frequently Asked Questions](#)
- [Learn About Ohio's Public Records Law](#)
- [Submit a Public Records Request or Request a File Review](#)
- [Report Technical Difficulties or Suggest Improvements](#)
- [Contact Ohio EPA's Public Records Manager](#)



eDocument Search



Document Type: Report

From Date: To Date:

Secondary ID: Equal OH2504412  
Entity Name: Equal  
County: Equal  
Program: Equal  
Report Classification: Equal  
Package/Permit Number: Equal



QUICK LINKS

- Learn to do a Successful Search
- Review Frequently Asked Questions
- Learn About Ohio's Public Records Law
- Submit a Public Records Request or Request a File Review
- Report Technical Difficulties or Suggest Improvements
- Contact Ohio EPA's Public Records Manager

Full Text Search

Search For This:

Search Clear

Search returned 68 matching documents.

	Select All On Page	Entity Name - Doc Type - Doc Date - Program - County - Secondary ID	Related Documents	Keywords
1	<input type="checkbox"/>	COLUMBUS PUBLIC WATER SYSTEM PWS - Report - 6/19/2024 - DRINKING WATER - FRANKLIN - OH2504412 - - 2977153 https://edocpub.epa.ohio.gov/publicportal/ViewDocument.aspx?docid=2977153		
2	<input type="checkbox"/>	COLUMBUS PUBLIC WATER SYSTEM PWS - Report - 6/19/2024 - DRINKING WATER - FRANKLIN - OH2504412 - CCR - 2977883 https://edocpub.epa.ohio.gov/publicportal/ViewDocument.aspx?docid=2977883		
3	<input type="checkbox"/>	COLUMBUS PUBLIC WATER SYSTEM PWS - Report - 4/30/2024 - DRINKING WATER - FRANKLIN - OH2504412 - - 2844170 https://edocpub.epa.ohio.gov/publicportal/ViewDocument.aspx?docid=2844170		
4	<input type="checkbox"/>	COLUMBUS PUBLIC WATER SYSTEM PWS - Report - 3/9/2024 - DRINKING WATER - FRANKLIN - OH2504412 - - 2773158 https://edocpub.epa.ohio.gov/publicportal/ViewDocument.aspx?docid=2773158		
5	<input type="checkbox"/>	COLUMBUS PUBLIC WATER SYSTEM PWS - Report - 2/7/2024 - DRINKING WATER - FRANKLIN - OH2504412 - - 2742807 https://edocpub.epa.ohio.gov/publicportal/ViewDocument.aspx?docid=2742807		
6	<input type="checkbox"/>	COLUMBUS PUBLIC WATER SYSTEM PWS - Report - 12/8/2023 - DRINKING WATER - FRANKLIN - OH2504412 - - 2685165 https://edocpub.epa.ohio.gov/publicportal/ViewDocument.aspx?docid=2685165		
7	<input type="checkbox"/>	COLUMBUS PUBLIC WATER SYSTEM PWS - Report - 11/6/2023 - DRINKING WATER - FRANKLIN - OH2504412 - - 2636578 https://edocpub.epa.ohio.gov/publicportal/ViewDocument.aspx?docid=2636578		
8	<input type="checkbox"/>	COLUMBUS PUBLIC WATER SYSTEM PWS - Report - 10/3/2023 - DRINKING WATER - FRANKLIN - OH2504412 - - 2600292 https://edocpub.epa.ohio.gov/publicportal/ViewDocument.aspx?docid=2600292		
9	<input type="checkbox"/>	COLUMBUS PUBLIC WATER SYSTEM PWS - Report - 8/31/2023 - DRINKING WATER - FRANKLIN - OH2504412 - - 2557530 https://edocpub.epa.ohio.gov/publicportal/ViewDocument.aspx?docid=2557530		
10	<input type="checkbox"/>	COLUMBUS PUBLIC WATER SYSTEM PWS - Report - 8/1/2023 - DRINKING WATER - FRANKLIN - OH2504412 - - 2534906 https://edocpub.epa.ohio.gov/publicportal/ViewDocument.aspx?docid=2534906		

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# EDOC INGESTION DATES

- The date associated with a document in eDoc = received date or a sent date
- For Notices of Violation, date = Ohio EPA sent the system the violation
- When looking at previous CCRs, date = when Ohio EPA received the CCR from the system



# Resources

- Ohio EPA Website - [epa.ohio.gov/home](https://epa.ohio.gov/home)
- Ohio EPA CCR general website – [epa.ohio.gov/divisions-and-offices/drinking-and-ground-waters/public-water-systems/consumer-confidence-reports](https://epa.ohio.gov/divisions-and-offices/drinking-and-ground-waters/public-water-systems/consumer-confidence-reports)
- eDoc website - <https://edocpub.epa.ohio.gov/publicportal/edochohome.aspx>
- eDoc Launch Site - [epa.ohio.gov/help-center/edocument-search](https://epa.ohio.gov/help-center/edocument-search)

## Have questions?

Contact the Compliance Assurance Section at  
614.644.2752 or [\*\*CCR@epa.ohio.gov\*\*](mailto:CCR@epa.ohio.gov)

