

*Surface Water Tracking, Reporting, and Electronic  
Application Management System (STREAMS)*

# **Quarterly Industrial User Violation Report Certification**

February 16, 2024



Ohio EPA, Division of Surface Water  
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## **Quarterly Industrial User Violation Report Certification – Electronic Report Overview**

### **Disclaimer & Copyright Notice**

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### **About this Document**

This document is intended to provide a graphical run-through of the Ohio EPA Electronic Service for requesting, viewing, and activating your PIN. Graphics display the process from the beginning to end. This document provides a general feel for the workflow by guiding the user with actual screen shots of the online service in sequential manner.

### **Recent Changes to this Document**

6/21/2023	-	New Document and updated information
2/16/2024	-	Updated New layout for template requirements

## Service Activation



# eBusiness Center

eBusiness Home My Account ▼

sw-user



Welcome to the Ohio EPA eBusiness Center



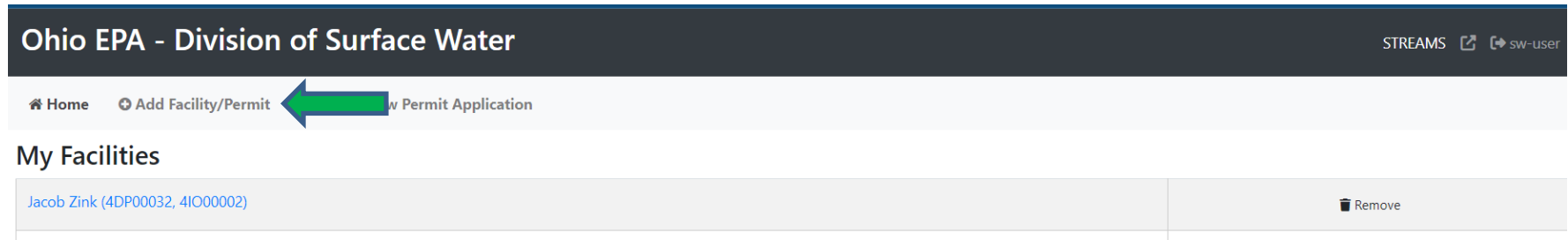
Available Services (What is this?)				
Service	Action	Status	Facilities	Delegations
Air Services	<a href="#">Request</a>	Inactive	<a href="#">view/edit</a>	
Asbestos Services		Inactive		
Certified Operator Minimum Staffing Reporting		Inactive		
Division of Surface Water Credible Data	<a href="#">Request</a>	Inactive	<a href="#">view/edit</a>	
<b>Division of Surface Water NPDES Permit Applications (STREAMS)</b>		Active		
DMWM License and Registration Service		Inactive	<a href="#">view/edit</a>	
DMWM Solid Waste/C&DD Disposal Fees (Submit Report)	<a href="#">Request</a>	Inactive	<a href="#">view/edit</a>	
DSW 401 Certification and Isolated Wetlands Permit		Inactive	<a href="#">view/edit</a>	
DSW Home Sewage Treatment System		Inactive		
e-Discharge Monitoring Reports (eDMR)	<a href="#">Deactivate</a>	Active	<a href="#">view/edit</a>	<a href="#">view/edit</a>
e-Drinking Water Reports	<a href="#">Request</a>	Inactive	<a href="#">view/edit</a>	
Generic File Upload	<a href="#">Request</a>	Inactive		
Hazardous Waste Report (eDRUMS)	<a href="#">Request</a>	Inactive	<a href="#">view/edit</a>	
OEEF Grant Service (No PIN Required)	<a href="#">Request</a>	Inactive		
Pay Ohio EPA Fees Online	<a href="#">Request</a>	Inactive	<a href="#">view/edit</a>	
Water/Wastewater Exam Providers	<a href="#">Request</a>	Inactive		
Water/Wastewater Operators	<a href="#">Request</a>	Inactive		
Water/Wastewater Training Providers	<a href="#">Request</a>	Inactive		

My Tasks (0)			
Name ▼	Status ▼	Created ▼	Action

- To access STREAMS, click on **Division of Surface Water NPDES Permit Applications (i.e., STREAMS)** to select the service.

## Adding Facilities/ Permits



- To fill out and submit a report, first add the permit to your Permit List on your personal dashboard by clicking the **Add Permit** button, if it is not there already.

### Facility Search

Enter your facility search criteria...

-- Select county --

Your search returned 27 facilities.

Create New Facility

Search



537510	CLR License Test Facility	
<input type="button" value="select"/>	50 West Town St	
	Columbus OH 43215	
537517	CLR Registration Test Facility	
<input type="button" value="select"/>	50 West Town St	
	Columbus OH 43215	
537640	DMWM CLR Scrap Tire Recovery Class 2	
<input type="button" value="select"/>	50 West Town St	
	Columbus OH 43215	



- Enter your permit number and click the **Search** button.
- If a valid permit number has been entered, the system will find the permit and display it in the Permit Search Results section.
- Click the **Add Permit** button to select the permit – it will now be added to your personal dashboard.

## Creating New Reports

Ohio EPA - Division of Surface Water

STREAMS  

[Home](#) [Add Facility/Permit](#) [Create New Permit Application](#)


### Jacob Zink (618497) Facility Profile


▼ Permit 4IO00002


ID	Number	Type	Rating	Effective Date	Expiration Date	Status	Actions
270398518	4IO00002*BD	Industrial	NA	NA	06/30/2028	Draft	<a href="#">N/A</a>
270391971	4IO00002*AD	Industrial	Minor	07/01/2023	06/30/2028	Active	<a href="#">Actions</a>


[Reports](#) 2


[Permit 4DP00032](#)


 Renewal

 Terminate

 Modify Permit

 Transfer

 Create Report

 Download Permit



- From your facilities dashboard, click the facility of interest, this will show all related Permits, Applications and Reports.
- Select the **Actions** dropdown for the applicable permit to access management tools which will allow you to
  - a. **Create a Report, Renew, Terminate, or Transfer** the permit.
- Select **Create Report**, then use the dropdown menu to select the applicable report type (**Quarterly Industrial User Violation Report Certification**).

## Completing the Report

**Quarterly Industrial User Violation Report Certification**

[Form Instructions](#)





**Facility Information**

**Report Date**  
  

**POTW**

**Ohio NPDES Permit Number**

**Sewer Authority Name**

**Period Covered By Report**  
**From Date**    **To Date**   

**Contact Person**  

**First Name**

**Last Name**

**Title**

- Once the report opens you will notice that it is prepopulated with permit number and POTW name.
- Click the date icons to enter the period covered by the report.

### Contact Person

First Name

First Name

Last Name

Last Name

Title

Title

E-mail Address

Email

Phone

(xxx) xxx-xxxx

Country

USA

Address

Address

City

City

State

OH

Zip Code

Zip Code

- Fill out the Contact Person information.



Industrial Users in Violation During Current Quarter

Were there any industrial users in violation during the current quarter?

Yes

No

Add Industrial User Information

Significant Industrial Users in Significant Non-Compliance, Without New Violations This Quarter

Were there any significant industrial users in significant non-compliance without new violations during the current quarter?

Yes

No

Add Significant Industrial User Information

- Select **Yes** if there were any (*Industrial Users in Violation During Current Quarter*) and/or (*Significant Industrial Users in Significant Non-Compliance, Without New Violations This Quarter*), if so, click the (**Add Industrial User Information**) and/or (**Add Significant Industrial User Information**) button to enter the information contained in the below images.

## Industrial Users in Violation During Current Quarter



Facility Name

Address

City

State

Zip Code

Significant Non-Compliance?

Description of Violation

Chronology of Enforcement Events

Comments

Save

Cancel

Significant Industrial User in Significant Non-Compliance, Without New Violations This Quarter



Facility Name

Address

City

State

OH

▼

Zip Code

Description of Violation

Chronology of Enforcement Events

Comments

Save

Cancel

**Supplemental Information (optional)**

Please upload your file(s) using the Browse button below. The summary of industry user violations and significant non-compliance must be included in the tables above. It is unacceptable to leave these tables blank and attached required information as separate files.

Additional Attachments

Browse...

No files uploaded

Additional Comments

Report Certification Report ID: 17731033

Validate

Save

Submit

Close

- Once the significant industrial users information is entered the form can be submitted.
- You now have the option to click the **Validate** button to see if all fields have been filled out correctly, **Save**, **Exit**, or click **Submit** to submit the report to the agency.
- A saved report will be housed in your Report List on your personal dashboard until submitted, deleted, or delegated to another individual to submit.

## Submitting Reports

The screenshot shows a web application interface with a modal window in the center. The modal contains two paragraphs of certification text, a security question, and a PIN field. The background shows a sidebar with navigation links and a main content area with a 'Form Instruction' header and a 'General Permit' section.

By transmitting this information using this Personal Identification Number (PIN), I certify that: (1) I have been authorized by Ohio EPA to use this PIN; (2) I am aware of and understand the requirements of my PIN Subscriber Agreement and it is my belief that I have complied with the terms of that agreement in all respects and am using this PIN in accordance with that Agreement; (3) I reviewed, or had the opportunity to review, the electronic version of the information, and I am transmitting the information knowingly; (4) I am without any reason to believe that the confidentiality of my PIN or security questions has or may have been compromised now or at any time prior to this submission; and (5) I understand that I may be subject to civil and criminal liability for falsely certifying.

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.

Security Question: What color is red?

PIN:

Submit Cancel

- When you click the **Submit** button, you will be prompted to answer a security question and enter your PIN (i.e., your personal electronic signature). Enter this information and click the **Submit** button.

## Editing, and Delegation

Ohio EPA - Division of Surface Water

STREAMS

[Home](#) [Add Facility/Permit](#) [Create New Permit Application](#)

Jacob Zink (618497) Facility Profile

▼ Permit 4IO00002

ID	Number	Type	Rating	Effective Date	Expiration Date	Status	Actions
270398518	4IO00002*BD	Industrial	NA	NA	06/30/2028	Draft	<a href="#">N/A</a>
270391971	4IO00002*AD	Industrial	Minor	07/01/2023	06/30/2028	Active	<a href="#">Actions</a>

➤ Reports 2

ID	Type	Permit Number	Updated	Status	Actions
17731015	NPDES Biomonitoring Report Form Chronic Toxicity Test	4IO00002*AD	06/21/2023	Edit	<a href="#">Actions</a>
17731013	NPDES Biomonitoring Report Form Acute Toxicity Test	4IO00002*AD	06/21/2023	Edit	<div><div>Edit</div><div>Delete</div><div>Modify Visibility</div><div>Delegate</div><div>Download PDF</div></div>

Filter all columns

[First](#) [Previous](#) [1](#)

- If you saved the report and chose not to submit it immediately, it will now be housed on the Report List on your personal dashboard where you can now perform the tasks under the **Actions** dropdown.
- You have the ability to **Download a PDF copy** of the report, open the report back up in **Edit** mode, **Delete** it, or **Delegate** the report to another eBusiness Center account holder (ex. one person prepares the report, another person submits it).

## Search Account and Delegate Report



You have chosen to delegate application (17731015). Please select the eBusiness Center account you would like to assign this delegation.

- If you choose to delegate a report, simply click on the **Actions** dropdown and select **Delegate Report**. The system will prompt you to search for the account holder that you want to delegate to.
- If you know their eBusiness Center account User ID, simply type it in and click **Search**. TIP: Do not fill in all search fields (for example, if you do not know the User ID, simply type in their last name and click **Search**.)

## Search Account and Delegate Report

You have chosen to delegate application (17731015). Please select the eBusiness Center account you would like to assign this delegation.

10202932

First Name

Last Name

Search

Reset

Your search returned 1 account.

User ID	User Details	Select
10202932	Jacob Zink	<input checked="" type="radio"/>

You have selected the following account. If this is correct select the 'Delegate' button to associate this account with your application. If this is not the correct account please refine your search criteria and search again.

10202932  
Jacob Zink  
4326 Lambert St #115  
Hilliard OH, 43026

Delegate

- A confirmation will be shown of the account holder that you selected, simply click the **Delegate** button to complete the delegation.
- At this point, the account holder you have delegated can log into their personal eBusiness Center account and will have the application/report listed on their dashboard.



## **Technical Support**

For permit-specific questions, contact the permit section at Ohio EPA or your Ohio EPA permit writer assigned to your permit.

For technical assistance with STREAMS or any of the Division of Surface Water's Electronic Business Services, contact the system administrator at **614-644-2135**. The IRM Team encourages users to develop a positive working relationship with DSW to streamline efforts and obtain valuable guidance.

The preferred method of communication is via email, as the administrator can send you detailed step-by-step instructions. Most technical assistance requests are resolved within 24 hours but can take longer if the administrator is out of the office or away from the desk.

**BUSINESS HOURS:** Mon- Fri: 8:00 a.m. – 5:00 p.m.

For further assistance, contact us at [dsw.eBIZhelp@epa.ohio.gov](mailto:dsw.eBIZhelp@epa.ohio.gov)

eBusiness Center Helpdesk (PINS & Passwords): (877) 372-2499

***Please reference your specific permit or contact your District Office  
for more information.***