



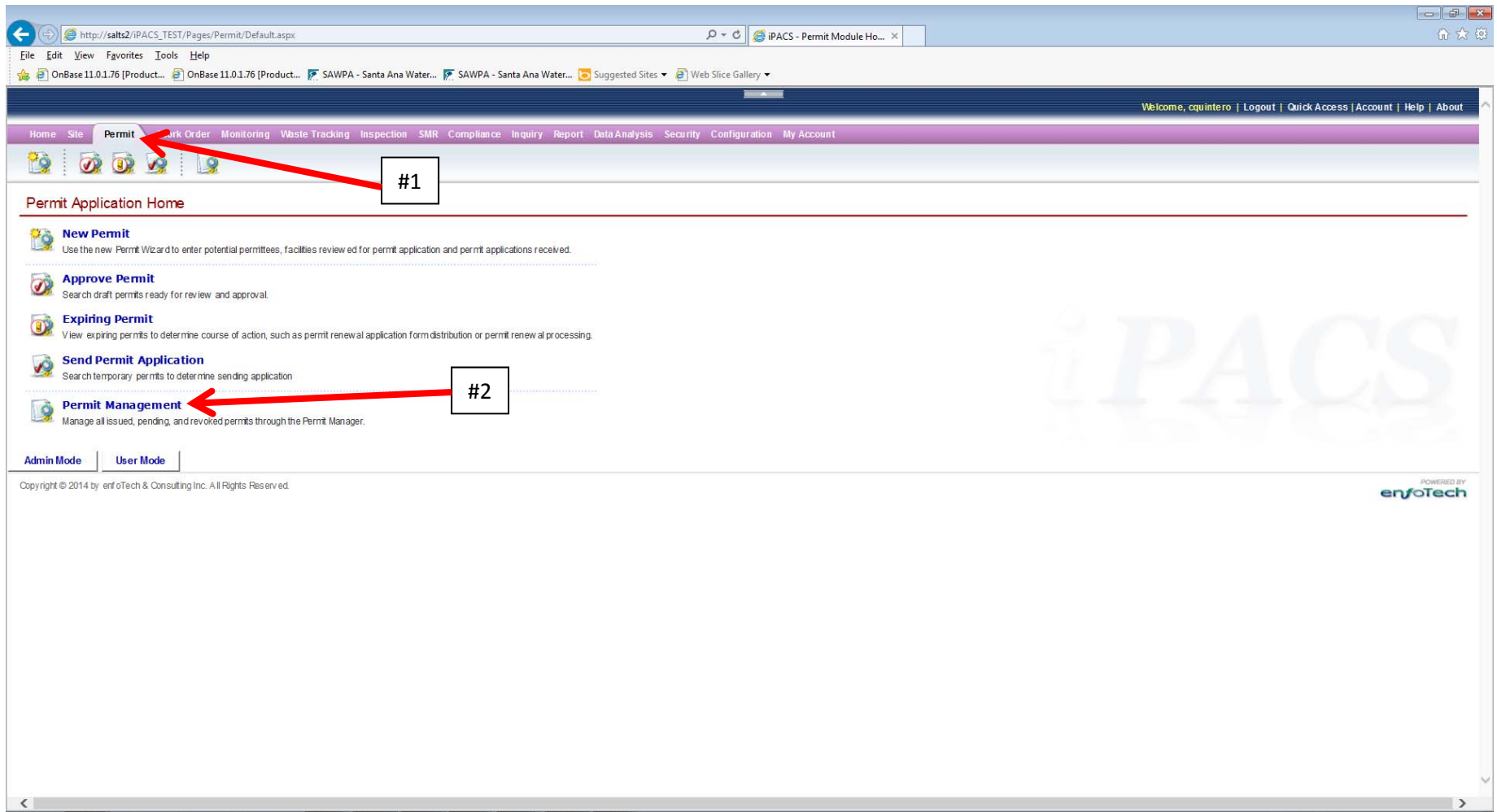
iPACS Manuals

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Renewing a Permit

To renew a permit, you need to select the 'Permit' module (#1) and then the 'Permit Management' option (#2):



Enter a Facility Name or Facility ID (#3) and then click 'Search' (#4):

The screenshot shows a web browser window with the URL http://salt2/IPACS_TEST/Pages/Permit/PermitSearch.aspx. The page title is "Permit Search". The navigation bar includes links for Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The left sidebar contains "Search Permits" and "Recent Permit Items". The main content area is titled "Permit Search" and contains a "Search Permit" section. This section has a list of search criteria: Facility ID, Facility Name, Facility Legal Name, Facility Type, Facility Group, Case Manager, Geo Location Name, Permit Number, Permit Type, Permit Status, Effective Date Start, Effective Date End, Expiration Date Start, and Expiration Date End. A red arrow labeled #3 points to the Facility Name input field. A red arrow labeled #4 points to the "Search" button at the bottom right of the search criteria list. Below the search criteria, there is a link for "More search options...".

Facility ID

Facility Name

Facility Legal Name

Facility Type

Facility Group

Case Manager

Geo Location Name

Permit Number

Permit Type

Permit Status

Effective Date Start

Effective Date End

Expiration Date Start

Expiration Date End

[More search options...](#)

#3

#4

Search

Select the permit you want to amend (the permit listed as 'Issued' is the latest version of the permit) by clicking on the 'link' button (#5):

The screenshot shows the 'Permit Result' page in the PACS system. The page displays a table of permit search results. A red arrow points to the 'Link' button in the first row of the table, which is labeled '#5' in a box.

Instruction Detail

Select All ☐

	Link	Permit Number	Facility Name	Facility Legal Name	Effective Date	Expiration Date	Status	Permit Type	Facility ID	Physical Location	Case Manager
<input type="checkbox"/>		D1061-1	Perris and Menfee Desalination Facility	Perris and Menfee Desalination Facility	10/01/2013	09/30/2015	Issued	Direct discharge	1061	29541 Murrieta Road Menfee, 92856	
<input type="checkbox"/>		D1061-1	Perris and Menfee Desalination Facility	Perris and Menfee Desalination Facility	10/01/2013	09/30/2015	Rejected	Direct discharge	1061	29541 Murrieta Road Menfee, 92856	

1 of 2 [Export to Excel](#)

[Back](#) [Batch Mailing >](#)

[Admin Mode](#) [User Mode](#)

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To renew a permit, select the 'Renew' option (#6). The permit amendment process is the same as the permit renewal process. The only difference is the reason to change status of the permit (see page 5).

The screenshot displays the 'Basic Information for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-1 (10/1/2013 - 9/30/2015)' page. The interface includes a top navigation bar with links like Home, Site, Permit, Work Order, etc. A left sidebar lists various permit-related tasks. The main content area shows permit details and a set of action buttons: Amend Permit, Renew Permit, Void Permit, and Revoke Permit. A red arrow points to the 'Renew Permit' button, which is enclosed in a box labeled '#6'. Below the details, there are links to other modules like Equipment, Pretreatment Process, and Process/Product Information.

Permit Information	
Facility Name	Perris and Menifee Desalination Facility
Facility Type	Significant Industrial User
Facility Group	SAWPA ;
Physical Address	29541 Murrieta Road, Menifee, CA, 92856
Phone	951-928-7777
Permit Number	D1061-1
Permit Type	Direct discharge
Effective Date	10/1/2013
Expiration Date	9/30/2015
e-Submission Allowed?	<input type="checkbox"/>
Current Permit Status	Issued (Date changed: 4/1/2014 12:00:00 AM)

Select the reason to change the permit status (#7) (in this case select Renew) and enter any comments (#8) as required, then press 'Submit' (#9):

The screenshot shows a web browser window with the URL http://salts2/IPACS_TEST/Pages/Permit/DraftPermit/DuplicatePermit.aspx?PMT_PERMITID=245&PMT_PERMITOPTION=PMT_RENEWPERMIT. The browser's address bar shows the title "Renew Permit Perris and M...". The application's navigation bar includes links for Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The main content area is titled "Renew Permit Perris and Menifee Desalination Facility (1061), Permit Number: D1061-1 (10/1/2013 - 9/30/2015)". Below this title is a yellow "Instruction Detail" bar. The "Status Change Reason" section contains a dropdown menu with "Renew Permit" and "Revis e Permit" options. A red arrow labeled #7 points to the "Renew Permit" option. Below this is a text area for "Comments for new permit" and another for "Comments for the expiring permit". A red arrow labeled #8 points to both of these text areas. At the bottom of the form is a "Cancel" button and a "Submit" button. A red arrow labeled #9 points to the "Submit" button. The footer of the application includes "Admin Mode" and "User Mode" tabs, a copyright notice for 2014 by enfoTech & Consulting Inc., and the "enfoTech" logo.

Enter the permit effective and expiration dates (#10). At this point, you can click the 'Save Permit' button (#11). If there are no changes to permit limits, select 'Monitoring Requirements' (#12) to create SMR requirements

The screenshot shows a web browser window displaying the 'Basic Information for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-2 (-)' page. The interface includes a left sidebar with a 'Draft Permit' section containing a tree view of options. The main content area displays permit details in a table format. Red arrows and boxes with numbers are used to highlight specific elements: #10 points to the 'Effective Date' and 'Expiration Date' fields; #11 points to the 'Save Permit' button; and #12 points to the 'Monitoring Requirements' option in the sidebar. The 'Effective Date' is set to 2/2/2015 and the 'Expiration Date' is set to 2/1/2017. The 'Save Permit' button is located at the bottom right of the main content area.

Permit Information	
Facility Name	Perris and Menifee Desalination Facility
Facility Type	Significant Industrial User
Facility Group	SAWPA;
Physical Address	29541 Murrieta Road, Menifee, CA, 92856
Phone	951-928-7777
Permit Number	D1061-2
Permit Type	Direct discharge
Effective Date	2/2/2015
Expiration Date	2/1/2017
e-Submission Allowed?	<input type="checkbox"/>
Current Permit Status	Permit Review (Date changed: 2/2/2015 12:00:00 AM)

Links to Other Modules

- [Link to Equipment](#)
- [Link to Pretreatment Process](#)
- [Link to Process/Product Information](#)

Under the 'SMR Requirements' tab (#13), select the sample location (#14):

The screenshot displays the iPACS web application interface. The browser address bar shows the URL: http://salts2/iPACS_TEST/Pages/Permit/DraftPermit/Requirement/SamplingLocation.aspx. The page title is "Monitoring Requirements f...". The navigation menu includes: Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The left sidebar contains a "Search Permits" section with "New Search" and "Last Search Results" links, and a "Recent Permit Items" list with items D1061-2, D1061-1, and D1061-1. Below this is a "Draft Permit" section with a list of links: Basic Information, Permit Details, Flow Data, Permit Limit, Monitoring Requirements (highlighted), Control Plans, Requirement Statements, Correspondence, Related Tasks, Comments & Findings, Attachments, Documents, Reports, and Finalize. The main content area shows the "Monitoring Requirements for Perris and Menfee Desalination Facility (1061), Permit Number: D1061-2 (-)". A red arrow points from a box labeled "#13" to the "SMR Requirements" tab. Below this is a yellow "Instruction Detail" bar. The "Select a Sampling Location & Frequency" section has a "Sample Location" dropdown menu with "001" selected. A red arrow points from a box labeled "#14" to this dropdown menu. A "Generate SMR Requirements" button is at the bottom right. The footer includes "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and "POWERED BY enfoTech".

Make sure 'Substance' is selected from the pulldown menu under Sample Collection Method Based On (#15), then click on 'Generate SMR Requirements' (#16)

The screenshot displays the PACS web application interface. The browser address bar shows the URL: http://salts2/IPACS_TEST/Pages/Permit/DraftPermit/Requirement/SamplingLocation.aspx. The page title is "Monitoring Requirements for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-2 (-)".

The interface includes a navigation menu on the left with options like "New Search", "Last Search Results", "Recent Permit Items", and "Draft Permit". The main content area shows the "Monitoring Requirements" section, which includes a "Select a Sampling Location & Frequency" section. In this section, the "Sample Location" is set to "001" and the "Sample Collection Method Based On" is set to "Substance". A red arrow points to the "Substance" dropdown menu, labeled #15.

Below the "Sample Collection Method Based On" section is the "Monitoring Requirement List" section, which displays "No records available". A red arrow points to the "Generate SMR Requirements" button, labeled #16.

The footer of the page includes the copyright notice: "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and the logo for "enfoTech".

Then click on 'link' (#17) under the Monitoring Requirement List. Note that you may need to repeat this step if SMR reporting frequencies vary. In the example below, SMRs are required only on a semiannual basis:

The screenshot displays the PACS system interface for monitoring requirements. The browser address bar shows the URL: http://salts2/iPACS_TEST/Pages/Permit/DraftPermit/Requirement/SamplingLocation.aspx. The page title is "Monitoring Requirements for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-2 (-)".

The interface includes a navigation menu on the left with options like "Search Permits", "Recent Permit Items", "Draft Permit", and "Monitoring Requirements". The main content area shows the "Monitoring Requirement List" table.

Link	SMR Requirement	Reporting Frequency	Required Date
Link	REPORTING	Semiannually	1 of 1

A red arrow points to the "Link" button in the first row of the table, which is labeled #17. Below the table, there is a "Generate SMR Requirements" button.

Select the first day of the SMR period (#18) and SMR type (#19), the click 'Save' (#20). In this case I entered 1/1/2015 for the semiannual period of 1/1/2015 – 6/30/2015. iPacs is expecting the first day of a monitoring period, if any other day is entered, the permit will not finalize. Once the data is saved, you can click on 'Back' (#21):

The screenshot shows the 'SMR Requirement Detail' form in the iPACS web application. The form includes the following fields and options:

- Sample Location Name:** 001
- SMR Requirement:** * REPORTING
- Frequency:** Semiannually
- First Due Date:** 1/1/2015
- SMR Type:** * Compliance

Below the form is the 'SMR Requirement: Substance List' table:

Link	Substance Name	Sample Method	Analysis Method	Unit
	Arsenic	Grab	EPA 200.8	mg/L
	BOD	Composite	5210B	mg/L
	Cadmium	Composite	EPA 200.8	mg/L
	Copper	Composite	EPA 200.8	mg/L
	Dissolved Sulfides	Composite	4500S	mg/L
	Lead	Composite	EPA 200.8	mg/L
	Mercury	Composite	EPA 200.8	mg/L
	Nickel	Composite	EPA 200.8	mg/L
	pH	Grab		S.U.
	Silver	Composite	EPA 200.8	mg/L
	Total Chromium	Composite	EPA 200.8	mg/L
	Total Sulfides	Composite	4500S	mg/L
	Zinc	Composite	EPA 200.8	mg/L

At the bottom of the table, it shows '13 of 13' and an 'Export to Excel' button. The form has a 'Back' button on the left and 'Add New Substance' and 'Save' buttons on the right.

Red arrows and numbered boxes indicate the following steps:

- #18: Arrow pointing to the 'First Due Date' field (1/1/2015).
- #19: Arrow pointing to the 'SMR Type' dropdown menu (Compliance).
- #20: Arrow pointing to the 'Save' button.
- #21: Arrow pointing to the 'Back' button.

To generate control authority sampling requirements click on the 'Sampling Requirements' tab (#22):

The screenshot shows a web browser window with the URL `http://salts2/IPACS_TEST/Pages/Permit/DraftPermit/Requirement/SamplingLocation.aspx?SAMPLE_LOC_ID=1061`. The application is titled "Monitoring Requirements for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-2 (-)". The left sidebar contains a "Search Permits" section and a "Draft Permit" section with a tree view of options including "Monitoring Requirements". The main content area has two tabs: "SMR Requirements" and "Sampling Requirements". A red arrow points to the "Sampling Requirements" tab, which is labeled with a box containing "#22". Below the tabs is an "Instruction Detail" section, followed by a "Select a Sampling Location & Frequency" section with dropdowns for "Sample Location" (001) and "Sample Collection Method Based" (Permit Limit). Below this is a "Monitoring Requirement List" table.

Link	SMR Requirement	Reporting Frequency	Required Date
1	REPORTING	Semiannually	01/01/2015
		1 of 1	Export to Excel

At the bottom right of the main content area is a green button labeled "Generate SMR Requirements". The footer of the application includes the text "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and the "enfoTech" logo.

Select the sampling location (#23):


The screenshot displays the PACS web application interface. The browser address bar shows the URL: http://salt2/PACS_TEST/Pages/Permit/DraftPermit/Requirement/SamplingLocation.aspx?view=1. The page title is "Monitoring Requirements for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-2 (-)". The left sidebar contains a navigation menu with options like "Search Permits", "Recent Permit Items", and "Draft Permit". The main content area has a section titled "Select a Sampling Location" with a dropdown menu labeled "Sample Location" currently showing "001". A red arrow points from a box labeled "#23" to the dropdown menu. The page also includes a "Generate Sampling Requirements" button and a footer with copyright information for 2014 by enfoTech & Consulting Inc.

Click on 'Generate Sampling Requirements' (#24):

The screenshot displays the PACS web application interface. The browser address bar shows the URL: http://salts2/IPACS_TEST/Pages/Permit/DraftPermit/Requirement/SamplingLocation.aspx?view=1. The application header includes a navigation menu with options like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The main content area is titled "Monitoring Requirements for Perris and Menfee Desalination Facility (1061), Permit Number: D1061-2 (-)". It features a sidebar with "Search Permits" and "Recent Permit Items" sections. The "Monitoring Requirements" section is active, showing a "Select a Sampling Location" dropdown menu with "001" selected. Below this, a "Sampling Requirement List" table is empty, displaying a "No records available" message. A red arrow points from a box labeled "#24" to a green button labeled "Generate Sampling Requirements". The footer includes copyright information: "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and the enfoTech logo.

Then click on 'Edit' (#25) to define when the sampling requirements are due:

The screenshot shows the 'Monitoring Requirements' page for Permit D1061-2. The page has a navigation menu on the left with options like 'Search Permits', 'Recent Permit Items', 'Draft Permit', and 'Monitoring Requirements'. The main content area is titled 'Monitoring Requirements for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-2 (-)'. It includes a 'Select a Sampling Location' dropdown and a 'Sampling Requirement List' table. A red arrow points to the 'Edit' icon in the first row of the table, which is labeled with a box containing the number 25.

Edit	Task Template	Frequency	# of Times	First Required Date	Start Date	End Date	Status
	Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn)	Semiannually	1	8/3/2015 12:00:00 AM			

1 of 1 [Export to Excel](#)

#25

Enter the start and end dates (#26) for the period for which you want to create sampling tasks (usually corresponds to the permit effective and expiration dates). On 'Sampling Start Date' (#27) enter the date when the first sampling event is due. In this case the first sampling event is due at the end of the semiannual period (6/30/2015). Click 'Save' (#28), and then 'Manually Generate Tasks' (#29):

The screenshot shows a web application interface for 'Work Requirement Detail'. The page title is 'Work Requirement Detail : Perris and Menifee Desalination Facility , Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn) , Semiannually'. The 'Work Requirement Basic Info' section contains the following fields:

Field	Value
FacilityID	1061
Facility	Perris and Menifee Desalination Facility
SampleLocation	001
StartDate	2/2/2015
EndDate	2/1/2017
Sampling Start Date	6/30/2015
Next Run Date	
TaskTemplate	Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn)
TaskType	Sampling
Frequency	Semiannually
# of Times	1
Status	

At the bottom of the form, there are four buttons: 'Back to Permit Requirement', 'Manually Generate Tasks', 'Cancel Work Requirement', and 'Save'. The 'Save' button is highlighted in blue.

Numbered callouts are present on the page:

- #26: Points to the StartDate and EndDate fields.
- #27: Points to the Sampling Start Date field.
- #28: Points to the Save button.
- #29: Points to the Manually Generate Tasks button.

At this point you can see the sampling tasks created for this facility. You can click 'Back' on your browser twice to go to the permit module. To finalize the permit click on the 'Finalize' option (#30):

The screenshot displays the 'Monitoring Requirements for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-2 (-)' page. The left sidebar shows the 'Draft Permit' section with a 'Finalize' option highlighted by a red arrow and labeled '#30'. The main content area shows a table of sampling requirements for metals.

Edit	Task Template	Frequency	# of Times	First Required Date	Start Date	End Date	Status
1	Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn)	Semiannually	1	8/3/2015 12:00:00 AM			

At the bottom of the table, it shows '1 of 1' and an 'Export to Excel' button. A 'Generate Sampling Requirements' button is located at the bottom right of the main content area.

If everything shown is green you can click on the 'Finalize' button (#31). If the SMR first required date check says 'Failed' you need to go back to the Monitoring requirements and select the first day of the SMR period (see page 10):

The screenshot shows the 'Draft Permit Validation' page in the IPACS_TEST application. The page is divided into several sections, each with a validation status:

- Instruction Detail**: D1061-2
- Data Validation**:
 - Permit Number: D1061-2
 - Overlapping Permit Flow Limit Check: Pass
- Requirement Validation**:
 - Attachments: Pass
 - Documents: Pass
- Program Check List**:

Program	Required?	Status
Contingency Plan	<input type="checkbox"/>	--
H&MP	<input type="checkbox"/>	--
Pretreatment System O&M Plan	<input type="checkbox"/>	--
Slug Discharge Prevention Control Plan	<input type="checkbox"/>	--
Toxic Organic Management Plan	<input type="checkbox"/>	--
WM/PPPP	<input type="checkbox"/>	--
- Connection Fee Check**: No capacity unit data available.
- SMR Requirement Check**:
 - SMR Report Frequency Check: Pass
 - SMR First Required Date Check: Pass

At the bottom of the page, there is a 'Cancel' button and a 'Finalize' button. A red arrow points to the 'Finalize' button, which is labeled with a box containing the number 31.

You will be taken to the screen below. To issue the permit click on 'Approve Permit' (#32):

The screenshot displays a web browser window with the URL http://salts2/IPACS_TEST/Pages/Permit/DraftPermit/BasicInformation.aspx?PMT_PERMITID=357. The browser's address bar shows the title 'Basic Information for Perris...'. The page content includes a sidebar on the left with a 'Search Permits' section and a 'Recent Permit Items' list containing 'D1061-2', 'D1061-1', and 'D1061-1'. The main content area is titled 'Basic Information for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-2 (-)' and features a 'Basic Information' tab. A yellow 'Instruction Detail' bar is present. Below it, a red 'Needs Further Review' button is shown, followed by a red arrow pointing to a blue 'Approve Permit' button, which is labeled with a box containing the number #32. The 'Permit Information' section lists details such as Facility Name (Perris and Menifee Desalination Facility), Facility Type (Significant Industrial User), Facility Group (SAWPA), Physical Address (29541 Murrieta Road, Menifee, CA, 92856), Phone (951-928-7777), Permit Number (D1061-2), Permit Type (Direct discharge), Effective Date (2/2/2015), Expiration Date (2/1/2017), e-Submission Allowed? (checkbox), and Current Permit Status (OCSD Comments (Date changed: 2/2/2015 12:00:00 AM)). A 'Links to Other Modules' section includes links to 'Link to Equipment', 'Link to Pretreatment Process', and 'Link to Process/Product Information'. At the bottom, there is another red 'Needs Further Review' button and a blue 'Approve Permit' button. The footer shows 'Admin Mode' and 'User Mode' tabs, a copyright notice for 2014 by enfoTech & Consulting Inc., and the enfoTech logo.

Basic Information for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-2 (-)

Instruction Detail

Needs Further Review

#32

Approve Permit

Permit Information

Facility Name	Perris and Menifee Desalination Facility
Facility Type	Significant Industrial User
Facility Group	SAWPA ;
Physical Address	29541 Murrieta Road, Menifee, CA, 92856
Phone	951-928-7777
Permit Number	D1061-2
Permit Type	Direct discharge
Effective Date	2/2/2015
Expiration Date	2/1/2017
e-Submission Allowed?	<input type="checkbox"/>
Current Permit Status	OCSD Comments (Date changed: 2/2/2015 12:00:00 AM)

Links to Other Modules

[Link to Equipment](#)

[Link to Pretreatment Process](#)

[Link to Process/Product Information](#)

Needs Further Review

Approve Permit

Admin Mode User Mode

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Enter a reason for changing status (#33) (issue permit is the only option at this point) and enter any comments (#34), finally click 'Submit' (#35) to complete the process:

http://salts2/IPACS_TEST/Pages/Permit/ApprovePermit.aspx?PMT_PERMITOPTION=PMT_APPROVEPERMIT

Basic Permit Information (D1061-2, Perris and Menifee Desalination Facility)

Search Permits

New Search

Last Search Results

Recent Permit Items

D1061-2

D1061-1

D1061-1

Instruction Detail

Status Change Reason

Reason for Changing Status

Issue Permit

Comments

Cancel

Submit

Admin Mode

User Mode

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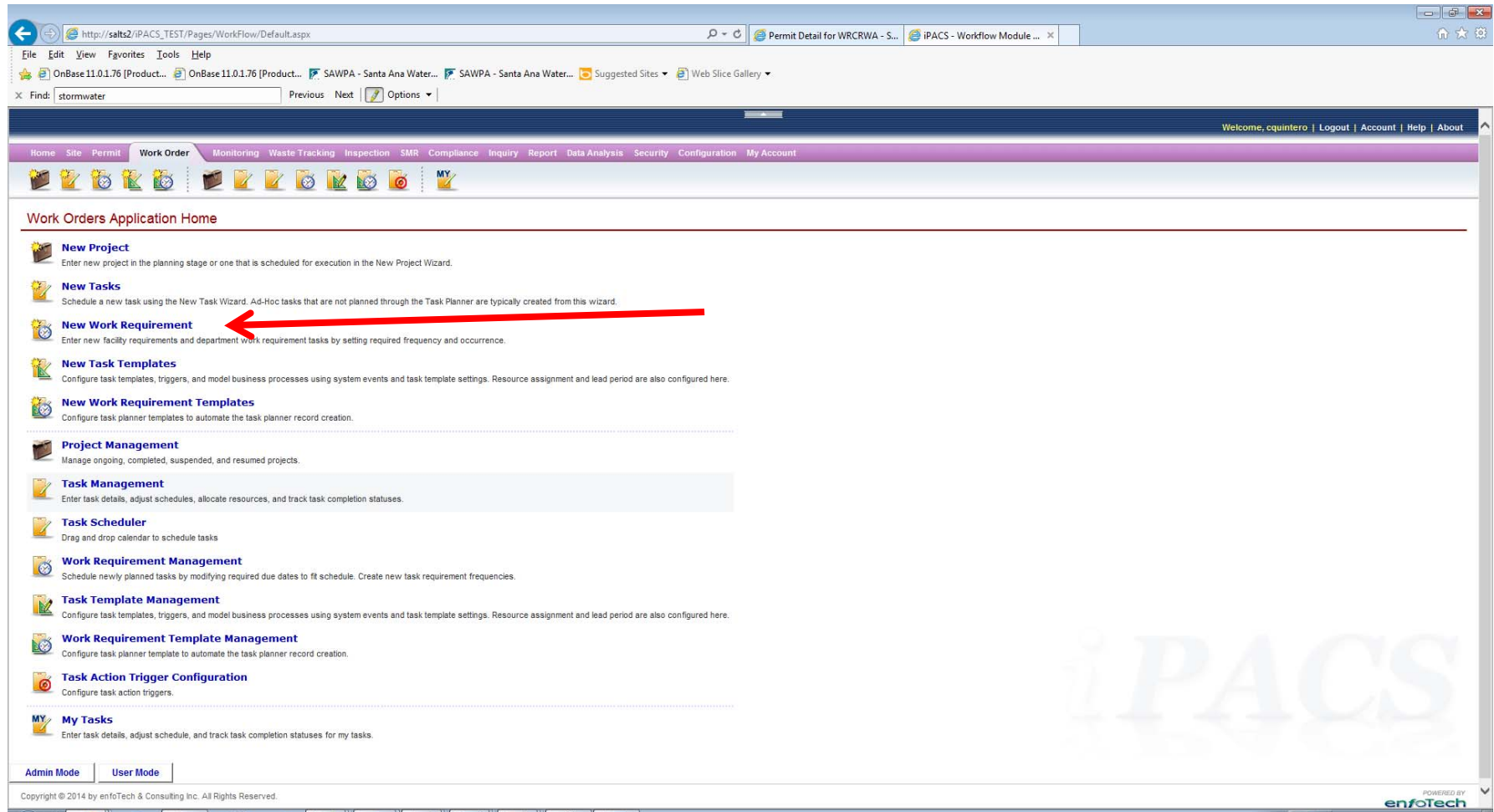
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Generating Inspections

There are 2 ways to generate inspections in iPacs: 1) through a work requirement for recurring inspections and 2) through the inspection module for ad hoc inspections (go to page #14).

To generate recurring inspections go to Work Order then select New Work Requirement:



Enter the facility name, then select “Inspection” under Task Type then Click on “Continue”:

The screenshot shows a web browser window with the URL `http://salts2/IPACS_TEST/Pages/Workflow/TaskFreqWizard1.aspx`. The browser's address bar and tabs are visible at the top. Below the browser window is a navigation bar with links like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The main content area is titled "Where -- Step 1: Select area to work with(Select Task Type and Facility Search)". On the left, there is a sidebar with a "New Work Requirement" section and a list of steps: (Where): Select Areas To Work With, (What): Select Task Template, (When): Specify Frequency and Interval, and Review & Finish. The main form area has a yellow header "Instruction Detail" and a section "Select Type and Identifier" containing four input fields: Facility ID, Facility Name (with the text "WR"), Task Type (a dropdown menu with "Inspection" selected), and Facility Legal Name. At the bottom of the form are two buttons: "Cancel" and "Continue >". A red arrow points from the right towards the "Inspection" dropdown menu, and another red arrow points from the top towards the "Continue >" button. The footer of the page includes "Admin Mode" and "User Mode" tabs, a copyright notice "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.", and the "enfoTech" logo.

Select the facility from the list shown then click “Continue”

The screenshot shows a web application interface for selecting a facility. The interface includes a sidebar with navigation options, a main content area with a 'Task Facility' table, and a 'Continue' button. Red arrows point to the 'Continue' button and the 'Task Facility' table.

Where -- Step 1: Select area to work with(Pick Facilities to work on)

Instruction Detail

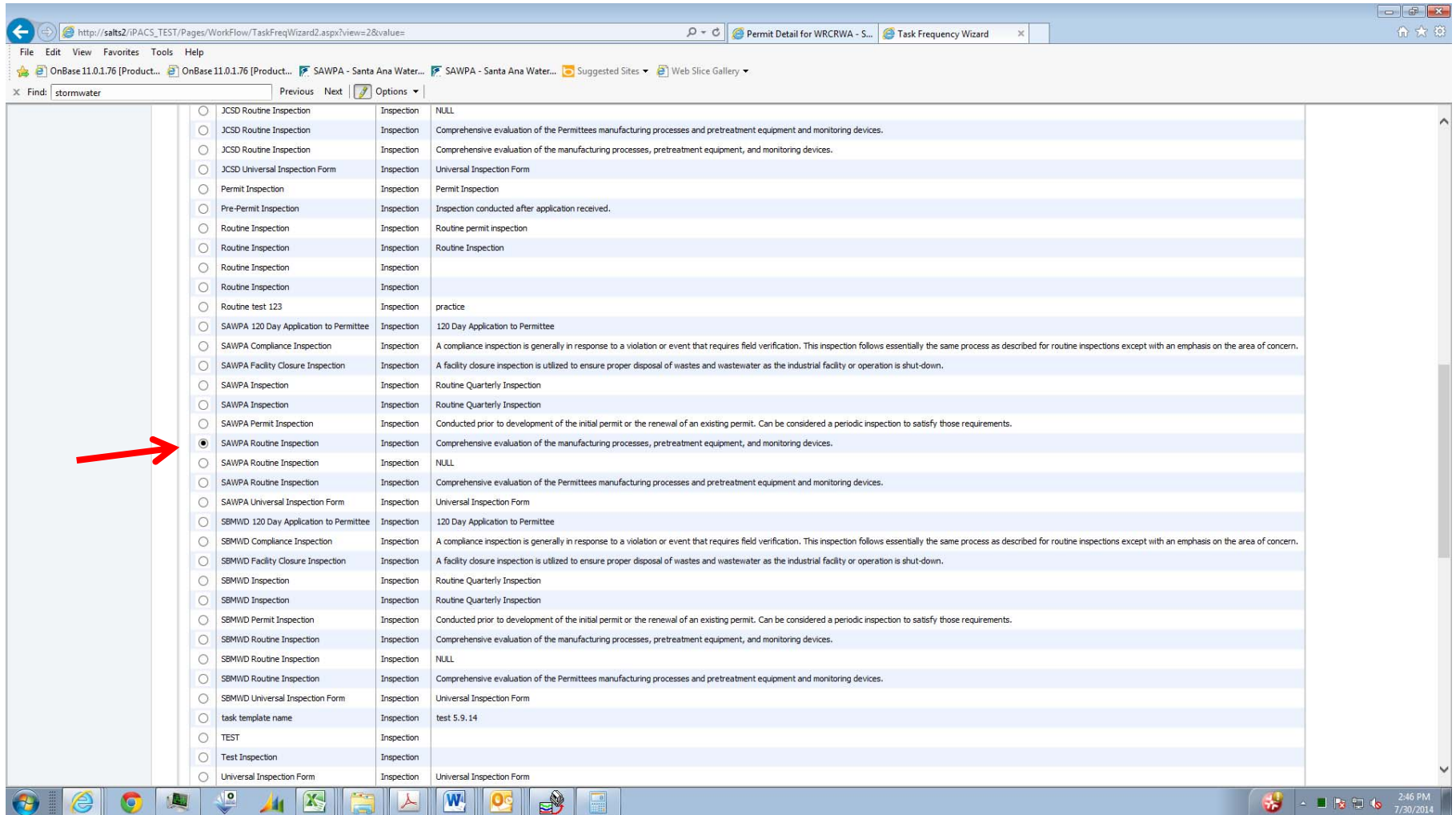
Task Facility

Facility ID	Facility Name	Facility Abbr	Case Manager	Physical Address
<input checked="" type="checkbox"/> 1089	WRCRWA - South Regional Pumping Station		1 of 1	671 N. Lincoln Ln, Corona, CA, 92883

Buttons: Cancel, < Previous, Continue >

Footer: Copyright © 2014 by infoTech & Consulting Inc. All Rights Reserved. POWERED BY infoTech

Select an inspection Task Template from the list shown, then click “Continue” on the bottom of the page (not shown):



The screenshot shows a web browser window with the URL http://salts2/iPACS_TEST/Pages/WorkFlow/TaskFreqWizard.aspx?view=2&value=. The browser has multiple tabs open, including 'Permit Detail for WRCRWA - S...' and 'Task Frequency Wizard'. The application interface includes a search bar with 'stormwater' entered, and a list of inspection task templates. A red arrow points to the 'SAWPA Routine Inspection' option, which is selected with a radio button. The list includes various inspection types such as 'JCSO Routine Inspection', 'SAWPA Compliance Inspection', 'SAWPA Facility Closure Inspection', 'SAWPA Inspection', 'SAWPA Permit Inspection', 'SAWPA Routine Inspection', 'SAWPA Universal Inspection Form', 'SBMWD 120 Day Application to Permittee', 'SBMWD Compliance Inspection', 'SBMWD Facility Closure Inspection', 'SBMWD Inspection', 'SBMWD Permit Inspection', 'SBMWD Routine Inspection', 'SBMWD Universal Inspection Form', 'task template name', 'TEST', 'Test Inspection', and 'Universal Inspection Form'. The 'SAWPA Routine Inspection' option is highlighted in blue.

Task Template	Description
<input type="radio"/> JCSO Routine Inspection	Inspection
<input type="radio"/> JCSO Routine Inspection	Inspection
<input type="radio"/> JCSO Routine Inspection	Inspection
<input type="radio"/> JCSO Universal Inspection Form	Inspection
<input type="radio"/> Permit Inspection	Inspection
<input type="radio"/> Pre-Permit Inspection	Inspection
<input type="radio"/> Routine Inspection	Inspection
<input type="radio"/> Routine Inspection	Inspection
<input type="radio"/> Routine Inspection	Inspection
<input type="radio"/> Routine Inspection	Inspection
<input type="radio"/> Routine test 123	Inspection
<input type="radio"/> SAWPA 120 Day Application to Permittee	Inspection
<input type="radio"/> SAWPA Compliance Inspection	Inspection
<input type="radio"/> SAWPA Facility Closure Inspection	Inspection
<input type="radio"/> SAWPA Inspection	Inspection
<input type="radio"/> SAWPA Inspection	Inspection
<input type="radio"/> SAWPA Permit Inspection	Inspection
<input checked="" type="radio"/> SAWPA Routine Inspection	Inspection
<input type="radio"/> SAWPA Routine Inspection	Inspection
<input type="radio"/> SAWPA Routine Inspection	Inspection
<input type="radio"/> SAWPA Universal Inspection Form	Inspection
<input type="radio"/> SBMWD 120 Day Application to Permittee	Inspection
<input type="radio"/> SBMWD Compliance Inspection	Inspection
<input type="radio"/> SBMWD Facility Closure Inspection	Inspection
<input type="radio"/> SBMWD Inspection	Inspection
<input type="radio"/> SBMWD Inspection	Inspection
<input type="radio"/> SBMWD Permit Inspection	Inspection
<input type="radio"/> SBMWD Routine Inspection	Inspection
<input type="radio"/> SBMWD Routine Inspection	Inspection
<input type="radio"/> SBMWD Routine Inspection	Inspection
<input type="radio"/> SBMWD Universal Inspection Form	Inspection
<input type="radio"/> task template name	Inspection
<input type="radio"/> TEST	Inspection
<input type="radio"/> Test Inspection	Inspection
<input type="radio"/> Universal Inspection Form	Inspection

Enter a date range for the work requirement, when the first inspection is required, and the frequency, then click “Continue”:

The screenshot shows a web browser window with the URL `http://salts2/IPACS_TEST/Pages/Workflow/TaskFreqWizard.aspx?view=2&from=&value=&tempid=196`. The browser's address bar also shows `Permit Detail for WRCRWA - S...` and `Task Frequency Wizard`. The browser's search bar contains `stormwater`. The application's navigation bar includes links for `Home`, `Site`, `Permit`, `Work Order`, `Monitoring`, `Waste Tracking`, `Inspection`, `SMR`, `Compliance`, `Inquiry`, `Report`, `Data Analysis`, `Security`, `Configuration`, and `My Account`. The application's main content area is titled `Task Frequency Wizard` and contains a sidebar with steps: `1 (Where): Select Areas To Work With`, `2 (What): Select Task Template`, `3 (When): Specify Frequency and Interval`, and `Review & Finish`. The main content area is divided into sections: `Instruction Detail` (highlighted in yellow) and `Select frequency and interval`. The `Select frequency and interval` section contains the following fields: `Date Range Selector` (a dropdown menu), `Start Date` (a date picker set to `7/31/2014`), `End Date` (a date picker set to `7/31/2015`), `First Required Date` (a date picker set to `7/31/2014`), `Frequency` (a dropdown menu set to `Quarterly`), and `# of Times` (a text input field). At the bottom of the form are `Cancel`, `< Previous`, and `Continue >` buttons. A red arrow points to the `End Date` field, and another red arrow points to the `Continue >` button. The footer of the application includes `Admin Mode` and `User Mode` tabs, a copyright notice for `2014 by enfoTech & Consulting Inc. All Rights Reserved.`, and the `enfoTech` logo.

Click "Finish":


The screenshot shows a web browser window displaying the 'Task Frequency Wizard' application. The browser's address bar shows the URL: `http://salts2/PAQS_TEST/Pages/Workflow/TaskFreqWizard5.aspx?view=2&from=8&value=8&tempid=196&start=7/31/2014&end=7/31/2015&require=7/`. The application has a navigation bar with links like 'Home', 'Task Tracking', 'Supervision', 'SMA', 'Compliance', 'History', 'Reports', 'Data Analysis', 'Security', 'Configuration', and 'My Account'. A sidebar on the left lists steps: 1. (Where): Select Areas To Work With, 2. (What): Select Task Template, 3. (When): Specify Frequency and Interval, and 4. Review & Finish. The main content area is titled 'Task Frequency Wizard' and contains an 'Instruction Detail' section and a 'Planned Task Detail' section. The 'Planned Task Detail' section displays the following information:

Start Date	7/31/2014
End Date	7/31/2015
First Required Date	7/31/2014
Frequency	Quarterly
# of Times	
Task Type	Inspection
Task Template Name	SAWPA Routine Inspection

At the bottom of the wizard, there are three buttons: 'Cancel', '< Previous', and 'Finish'. A red arrow points to the 'Finish' button. The footer of the application includes 'Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.' and the 'enfoTech' logo.

A Work Requirement has been created, click under “Detail”:

The screenshot shows a web application interface for IPACS. The browser address bar displays the URL: `http://salts2/IPACS_TEST/Pages/Workflow/TaskPlannerSearchViewFreq.aspx?view=RSLT`. The application has a top navigation bar with tabs: Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The 'Work Order' tab is active. Below the navigation bar, there is a search bar with the text 'stormwater' and buttons for 'Previous', 'Next', and 'Options'. The main content area is titled 'Search Result' and contains a table with the following data:

Detail	Facility ID	Facility Name	Facility Type	Facility Group	Task Template	Start Date	End Date	No. Of Time	Frequency	Status	Sample Location
	1089	WRCRWA - South Regional Pumping Station	Significant Industrial User	SAWPA	SAWPA Routine Inspection	07/31/2014	07/31/2015	1	Quarterly	Pending	

Below the table, there is a 'Detail' button and a 'Back' button. The 'Detail' button is highlighted with a red arrow. The footer of the application shows the copyright notice: 'Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.' and the logo for 'enfoTech'.

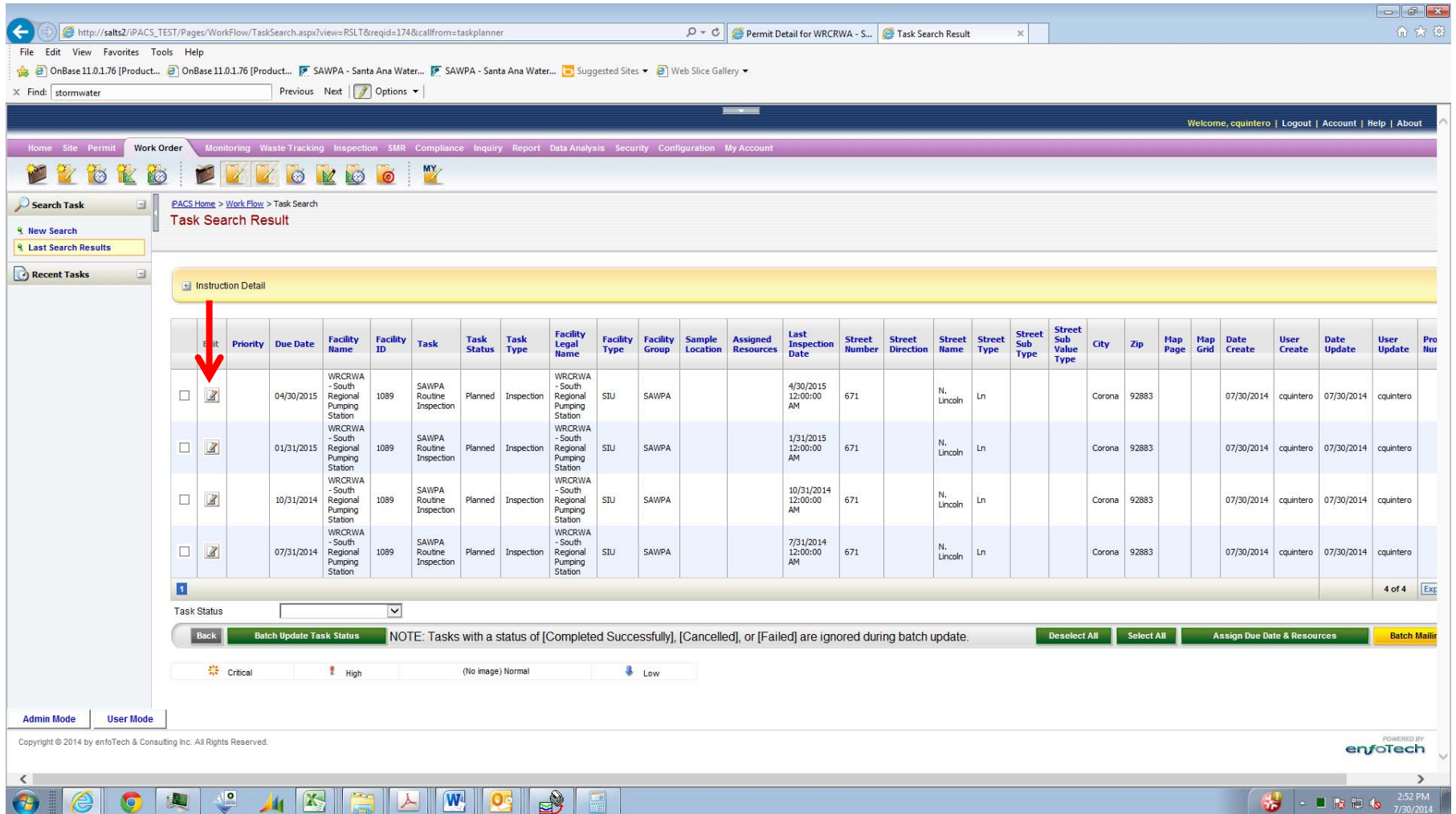
The Work Requirement information will appear, then click “Manually Generate Tasks”. You can make changes to the Work Requirement at this point, if needed (just click “Save” after you make any changes).

The screenshot shows a web application interface for managing work requirements. The browser address bar indicates the URL is http://salts2/iPACS_TEST/Pages/Workflow/TaskFreqDetail.aspx?callfrom=PlannerSearch. The application has a navigation menu with options like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The main content area is titled "Work Requirement Detail : WRCRWA - South Regional Pumping Station , SAWPA Routine Inspection , Quarterly". Below this, there is a section for "Instruction Detail" and a "Work Requirement Basic Info" section. The "Work Requirement Basic Info" section contains the following fields:





Field	Value
Facility ID	1089
Facility	WRCRWA - South Regional Pumping Station
Sample Location	(N/A)
StartDate	07/31/2014
EndDate	07/31/2015
Sampling Start Date	7/31/2014
Next Run Date	
Task Template	SAWPA Routine Inspection
Task Type	Inspection
Frequency	Quarterly
# of Times	1
Status	Pending

At the bottom of the form, there are four buttons: "Manually Generate Tasks", "Cancel Work Requirement", "Save", and "Cancel the Task Requirement". A red arrow points to the "Manually Generate Tasks" button.

A list of Inspection Tasks will appear and you are done. To enter inspection results, click on the “Edit” button for a particular inspection task (note that you can also access the list of inspection tasks through the Work Order -> Task Management module):



The screenshot shows the 'Task Search Result' page in the PACS system. The page includes a navigation bar with tabs like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The 'Inspection' tab is active. The main content area displays a table of inspection tasks. A red arrow points to the 'Edit' button in the first row of the table.

	Edit	Priority	Due Date	Facility Name	Facility ID	Task	Task Status	Task Type	Facility Legal Name	Facility Type	Facility Group	Sample Location	Assigned Resources	Last Inspection Date	Street Number	Street Direction	Street Name	Street Type	Street Sub Type	Street Sub Value Type	City	Zip	Map Page	Map Grid	Date Create	User Create	Date Update	User Update	Pro Nur
<input type="checkbox"/>			04/30/2015	WRCRWA - South Regional Pumping Station	1089	SAWPA Routine Inspection	Planned	Inspection	WRCRWA - South Regional Pumping Station	SIU	SAWPA			4/30/2015 12:00:00 AM	671		N. Lincoln	Ln			Corona	92883			07/30/2014	cquintero	07/30/2014	cquintero	
<input type="checkbox"/>			01/31/2015	WRCRWA - South Regional Pumping Station	1089	SAWPA Routine Inspection	Planned	Inspection	WRCRWA - South Regional Pumping Station	SIU	SAWPA			1/31/2015 12:00:00 AM	671		N. Lincoln	Ln			Corona	92883			07/30/2014	cquintero	07/30/2014	cquintero	
<input type="checkbox"/>			10/31/2014	WRCRWA - South Regional Pumping Station	1089	SAWPA Routine Inspection	Planned	Inspection	WRCRWA - South Regional Pumping Station	SIU	SAWPA			10/31/2014 12:00:00 AM	671		N. Lincoln	Ln			Corona	92883			07/30/2014	cquintero	07/30/2014	cquintero	
<input type="checkbox"/>			07/31/2014	WRCRWA - South Regional Pumping Station	1089	SAWPA Routine Inspection	Planned	Inspection	WRCRWA - South Regional Pumping Station	SIU	SAWPA			7/31/2014 12:00:00 AM	671		N. Lincoln	Ln			Corona	92883			07/30/2014	cquintero	07/30/2014	cquintero	

Below the table, there is a 'Task Status' dropdown menu and a 'Batch Update Task Status' button. A note states: 'NOTE: Tasks with a status of [Completed Successfully], [Cancelled], or [Failed] are ignored during batch update.' There are also buttons for 'Deselect All', 'Select All', 'Assign Due Date & Resources', and 'Batch Mail'.

You can update your task status on this screen and enter a date when the task was scheduled or completed. Click on the “Inspection” button at the bottom of the screen to enter inspection results:

Basic Information for Task ID: [908], Task Name: [SAWPA Routine Inspection]

Instruction Detail

Task Detail

Task ID: 908

Task: SAWPA Routine Inspection

Due Date: 7/31/2014

Status: **Planned** [Status Change History](#) Task has been created

Status Change Reason:

Priority: **Normal**

Facility: [WRCRWA - South Regional Pumping Station \(ID: 1089 \)](#)

Sample Location: (N/A)

Physical Location: 671 N. Lincoln Ln, Corona, CA, 92883

Task Type: Inspection

Project NO.:

Start Datetime: 00:00

End Datetime: 00:00

Duration Hours: [Calculate](#)

Comments:

Must Complete By:

Assigned Resources

There have been no resources assigned to this task

No records available

[Inspection](#) [Save](#)

Then enter the inspection summary under the “Comments” field. Note that this is the information from the inspection that will migrate to the monthly/quarterly reports:

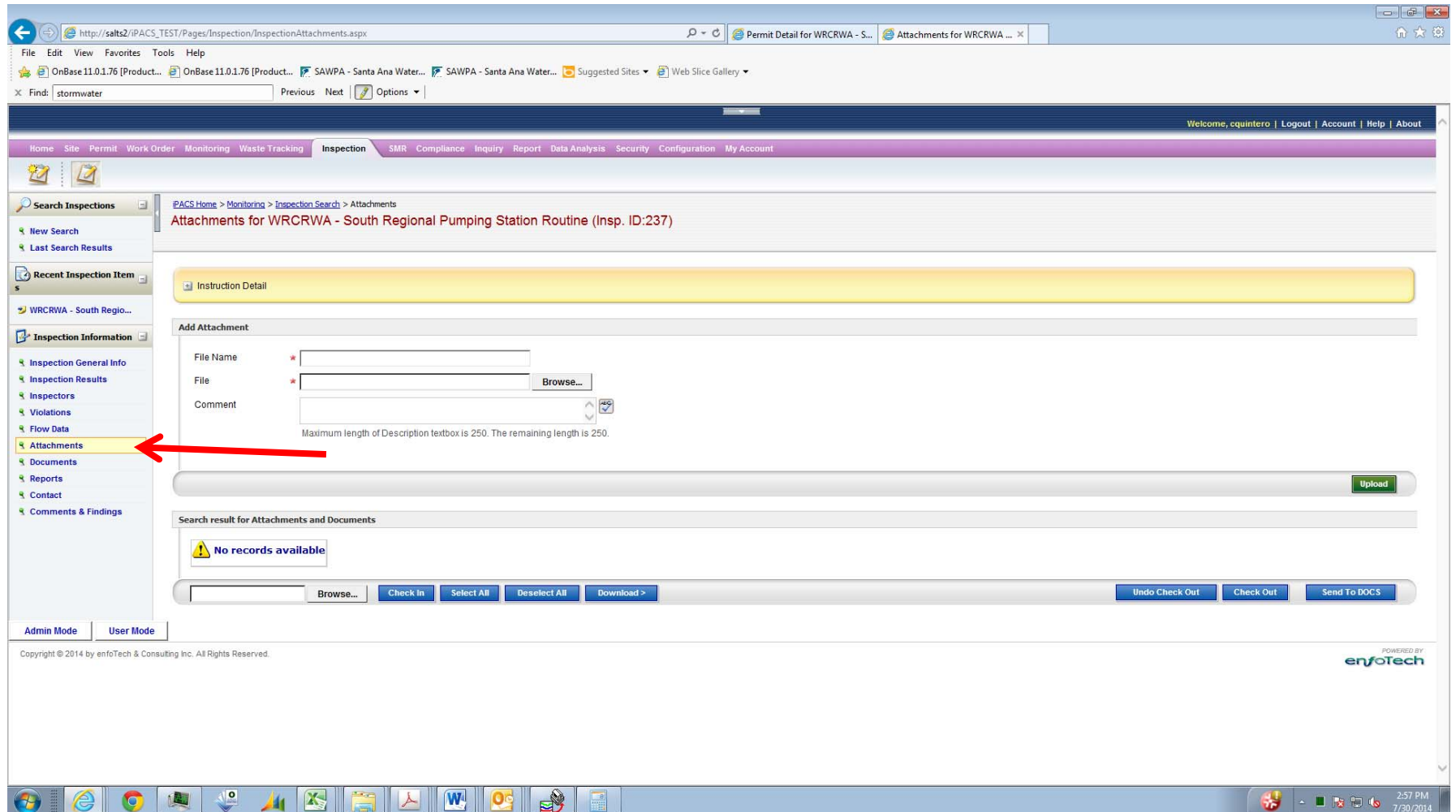
The screenshot displays the IPACS TEST web application interface. The browser address bar shows the URL: http://salts2/IPACS_TEST/Pages/Inspection/InspectionDetail.aspx?MON_INSP_ID=237. The application has a top navigation bar with links: Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection (selected), SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. A sidebar on the left contains a search function and a list of inspection-related items: New Search, Last Search Results, Recent Inspection Item, WRCRWA - South Region..., Inspection Information, Inspection General Info (selected), Inspection Results, Inspectors, Violations, Flow Data, Attachments, Documents, Reports, Contact, and Comments & Findings. The main content area is titled 'Basic Information for Inspection for WRCRWA - South Regional Pumping Station Routine (Insp. ID:237)'. Below this is a yellow 'Instruction Detail' bar. The 'Inspection General Information' section contains the following fields: Facility Name (WRCRWA - South Regional Pumping Station), Location (671 N. Lincoln Ln, Corona, CA, 92883), Sample Location (dropdown), Task (dropdown), Template (SAWPA Routine Inspection), Start Date (7/31/2014 00:00:00), End Date (7/31/2014 00:00:00), Inspection Type (Routine), and Comments (a large text area with a red asterisk and a red arrow pointing to it). At the bottom of the form are fields for Authorized By and Authorized Date, and buttons for Authorize and Save. The footer includes 'Admin Mode' and 'User Mode' tabs, a copyright notice for 2014 by enfoTech & Consulting Inc., and a 'POWERED BY enfoTech' logo. The Windows taskbar at the bottom shows the time as 2:55 PM on 7/30/2014.

You can associate inspections from the Inspectors submodule and the [Associate New Users] tab (click search and select a name from the list):

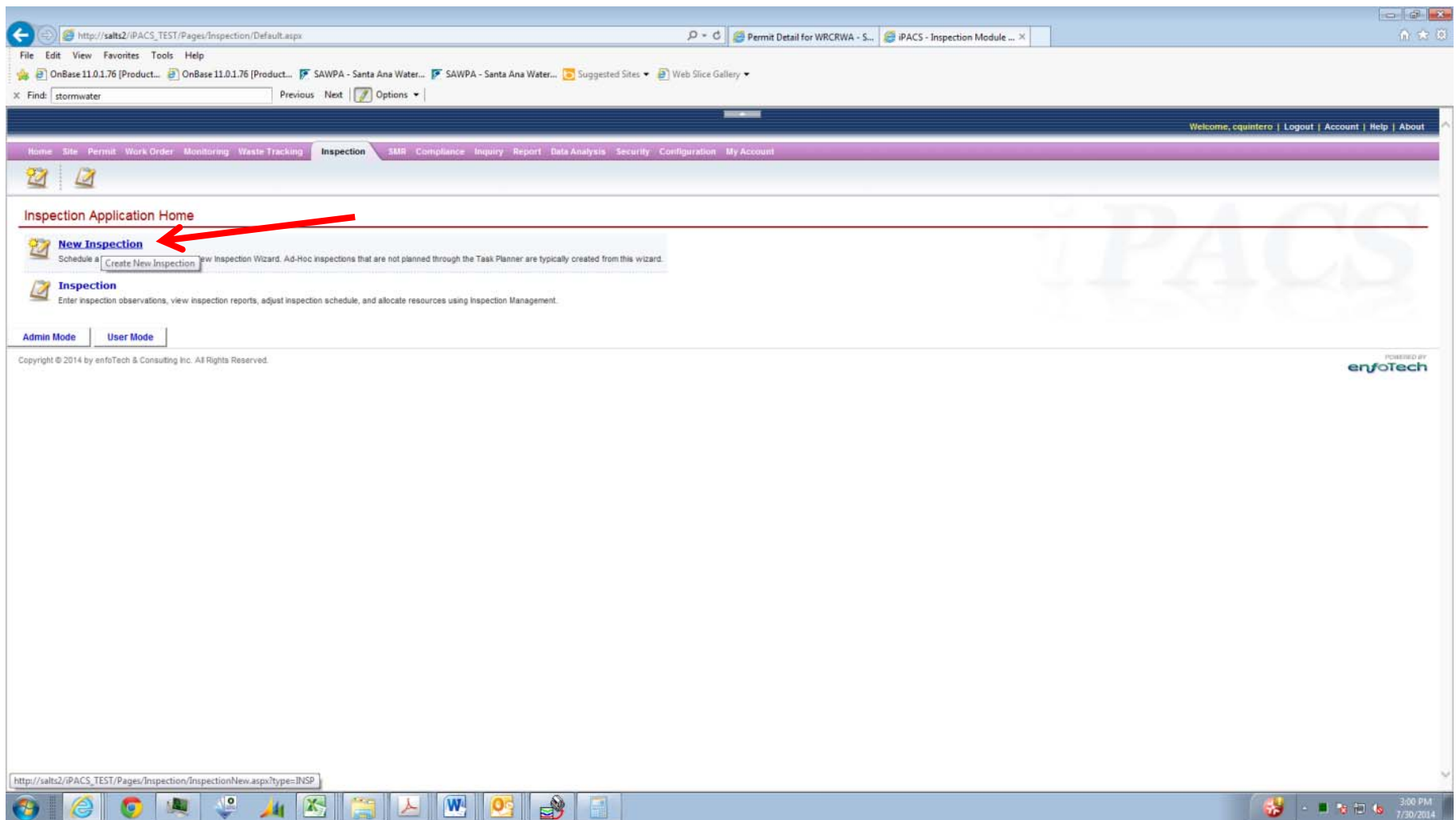
The screenshot displays a web browser window with the URL http://salts2/IPACS_TEST/Pages/Inspection/InspectionAssignedUsers.aspx?view=1. The browser's address bar shows the URL, and the tabs include 'Permit Detail for WRCRWA - S...' and 'Assigned Inspectors for ins...'. The application's navigation bar at the top includes links for Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The 'Inspection' tab is currently selected. On the left side, there is a sidebar with a search icon and a list of options: 'New Search', 'Last Search Results', 'Recent Inspection Item', 'WRCRWA - South Regio...', 'Inspection Information', 'Inspection General Info', 'Inspection Results', 'Inspectors' (highlighted with a red arrow), 'Violations', 'Flow Data', 'Attachments', 'Documents', 'Reports', 'Contact', and 'Comments & Findings'. Below the sidebar, there are 'Admin Mode' and 'User Mode' buttons. The main content area shows the title 'Assigned Inspectors for inspection for WRCRWA - South Regional Pumping Station Routine (Insp. ID:237)' and two tabs: 'Associated Users' and 'Associate New Users'. The 'Associate New Users' tab is active, displaying a 'User Search Criteria' form with fields for 'User Name', 'First Name', 'Last Name', 'Approved?' (set to 'Yes'), and 'e-Mail'. A 'Search' button is located at the bottom right of the form. The footer of the application includes the copyright notice 'Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.' and the 'enfoTech' logo. The Windows taskbar at the bottom shows various application icons and the system clock indicating 2:56 PM on 7/30/2014.

Finally, you can attach a copy of your inspection report (in PDF) under the Attachments submodule. It is recommended to name the file based on the following convention: [Facility Number]_[Document Type]_[Date], so an inspection record for the facility below would be named:

1089_QuarterlyInspection_073114



To create an ad hoc inspection go to the Inspection module and then select New Inspection:



Enter a Facility Name then click “Continue”:

The screenshot displays the 'New Inspection Wizard' in the iPACS web application. The 'Select Working Area' step is active, showing a search form with fields for Facility ID, Facility Name (containing 'WF'), Facility Legal Name, Facility Type, Facility Group, Permit Number, Street Number, Street Name, Street Type, City, State (CA), Zip Code, and Country (UNITED STATES). A red arrow points to the 'Facility Name' field. Another red arrow points to the 'Continue >' button at the bottom right of the form. The interface includes a navigation menu on the left, a top navigation bar, and a footer with copyright information and the enyoTech logo.

Step 1: To create a new inspection/monitoring task, first select the working area for the new task to be generated. Search for the desired facility by populating all desired search fields with the appropriate search criteria (e.g. 'Bohrs' for Facility Name, '101A' for Sampling Location Name, etc.) and then selecting the appropriate facility for which the task will be created.
(More information...)

Search Working Area

Facility ID

Facility Name WF

Facility Legal Name

Facility Type

Facility Group

Permit Number

Street Number

Street Name

Street Type

City

State CA

Zip Code

Country UNITED STATES

Cancel Continue >

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Select a Facility from the list and click “Continue”:

The screenshot shows the 'iPACS - Inspection Search' web application. The 'New Inspection Wizard' is active, and the 'Select Working Area' step is selected. A yellow banner provides instructions for Step 1. Below, a table lists search results for 'stormwater'. The first result is selected, and a red arrow points to it. Another red arrow points to the 'Continue' button at the bottom right of the search results area.

Search By: ☒ Permit ☐ Facility

	Facility Name	Facility Legal Name	Facility ID	Status	Type	Facility Group	Physical Location	Case Manager	Permit No.	Permit ID
1	WRCRWA - South Regional Pumping Station	WRCRWA - South Regional Pumping Station	1089	A	Significant Industrial User	SAWPA	671 N. Lincoln Ln, Corona, CA, 92883		E1089-1	270

1 of 1 [Export to Excel](#)

[Cancel](#) [< New Search](#) [Continue >](#)

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Enter a Task Template Name (if you know it), otherwise click “Search” for a list of available inspection task templates:

The screenshot shows the 'Select Task' step of the 'New Inspection Wizard' in the iPACS application. The browser address bar shows the URL: `http://salts2/iPACS_TEST/Pages/Inspection/InspectionNew.aspx?type=INSP`. The application header includes a navigation menu with options like 'Home', 'Site', 'Permit', 'Waste Order', 'Monitoring', 'Waste Tracking', 'Inspection', 'Compliance', 'History', 'Reports', 'Data Analysis', 'Security', 'Configuration', and 'My Account'. The 'Select Task' section contains a yellow box with instructions: 'Step 2: Select the task template for the new task to be generated. Search for the desired inspection/monitoring task template by populating all desired search fields with the appropriate search criteria (e.g. 'COMP 7Metals' or 'Inspection' for Task Template Name, 'Internal Task' for Task Template Type, etc.) and then selecting the appropriate inspection/monitoring task template for the new task to be created.' Below this, the 'Selected Values' section shows 'Facility Name - WRCRWA - South Regional Pumping Station' with a link to '(More information...)'. The 'Task Template Search Criteria' section includes input fields for 'Task Template Name', 'Task Template Type' (a dropdown menu), 'Task Type' (a dropdown menu set to 'Inspection'), 'Status CD' (a dropdown menu set to 'A'), and 'Task Description'. A red arrow points to the 'Task Template Name' input field. At the bottom of the form, there are 'Cancel', 'Previous', and 'Search' buttons. Another red arrow points to the 'Search' button. The footer of the application shows 'Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.' and 'POWERED BY enfoTech'.

Select an inspection type and an available task template then click “Continue”:

http://salts2/iPACS_TEST/Pages/Inspection/InspectionNew.aspx?type=INSP

File Edit View Favorites Tools Help

OnBase 11.0.1.76 [Product... SAWPA - Santa Ana Water... SAWPA - Santa Ana Water... Suggested Sites Web Slice Gallery

X Find: stormwater Previous Next Options

Welcome, equintero | Logout | Account | Help | About

Home Site Permit Work Order Monitoring Waste Tracking Inspection TMS Compliance Inquiry Report Data Analysis Security Configuration My Account

New Inspection Wizard

- 1 Select Working Area
- 2 Select Task
- 3 Select Date
- 4 Select Users
- 5 Review and Finish

Select Task

Step 2: Select the task template for the new task to be generated. Search for the desired inspection/monitoring task template by populating all desired search criteria (e.g. 'COMP 7Metals' or 'Inspection' for Task Template Name, 'Internal Task' for Task Template Type, etc.) and then selecting the appropriate inspection/monitoring task template for the new task to be created.

Selected Values
Facility Name = WRCRWA - South Regional Pumping Station.
[\(More information...\)](#)

Select Inspection Type

Inspection Type * Routine

Select Task Template

	Task Name	Description
<input type="checkbox"/>	Desalter Inspection	
<input checked="" type="checkbox"/>	Inspection	Routine Inspection

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Cancel < Previous Continue >

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Select a date from the calendar (or multiple dates) and click “Continue” (note that you can only schedule inspection within a 6 month period using this module, if you scroll the calendar forward, you will lose the inspection dates you had selected in the previous months):

The screenshot shows a web browser window with the URL `http://salts2/iPACS_TEST/Pages/Inspection/InspectionNew.aspx?type=INSP`. The page title is "iPACS - Inspection Search". The browser's address bar shows the URL, and the search bar contains "stormwater". The page has a navigation menu with links: Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SRR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The "Inspection" link is highlighted.

The main content area is titled "Select Date" and contains a yellow box with the following text:

Step 3: Identify and select a due date for the new task to be generated. Enter a valid due date in the format, MM/DD/YYYY, in the text field provided or select from the calendar control, located to the right of the field.

Selected Values
Task = Inspection;
Facility Name = WRCRWA - South Regional Pumping Station;
([More information...](#))

Below the text box is a "Due Date" label and a "My Calendar" section. The calendar displays six months: July 2014, August 2014, September 2014, October 2014, November 2014, and December 2014. A red arrow points to the date 31 in the July 2014 calendar. At the bottom right of the calendar section, another red arrow points to the "Continue" button.

The bottom of the page shows a copyright notice: "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and a logo for "enfoTech". The system tray at the bottom right shows the time as 3:06 PM on 7/30/2014.

Assign the inspection to a user then click “Continue”:

The screenshot shows the 'Select Assigned Resources' step in the 'New Inspection Wizard'. The left sidebar lists the steps: 1. Select Working Area, 2. Select Task, 3. Select Date, 4. Select Users (highlighted), and 5. Review and Finish. The main content area displays 'Step 4: Identify and assign the appropriate resources to the new task to be generated. The new task may be assigned to the case manager (with the selected responsibility type) for the selected facility and/or a specific user.' Below this, it shows 'Selected Values' with 'Task = Inspection' and 'Facility Name = WRCRWA - South Regional Pumping Station'. A section for 'Case Manager Responsibilities' shows 'No records available'. The 'Specific Users' section contains a table with 8 users, where the first user, 'cquintero', is selected with a checkmark. A red arrow points to this checkmark. Below the table is a 'Comments' section with a text field containing 'Routine Inspection' and a dropdown arrow. A red arrow points to this field. At the bottom right, there are 'Cancel', '< Previous', and 'Continue >' buttons. A red arrow points to the 'Continue >' button. The footer shows 'Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.' and 'POWERED BY enfoTech'.

Step 4: Identify and assign the appropriate resources to the new task to be generated. The new task may be assigned to the case manager (with the selected responsibility type) for the selected facility and/or a specific user.

Selected Values
Task = Inspection;
Facility Name = WRCRWA - South Regional Pumping Station;
(More information...)

Case Manager Responsibilities

No records available

Specific Users

	Login Name	User Name	Updated By	Updated Date
<input checked="" type="checkbox"/>	cquintero	Carlos Quintero	System	7/30/2014 1:42:39 PM
<input type="checkbox"/>	druhl	David Ruhl	SAWPA MIG	10/21/2013 12:26:54 PM
<input type="checkbox"/>	dunger	Dean Unger	dunger	7/2/2014 1:49:43 PM
<input type="checkbox"/>	joldenburg	Jerry Oldenburg	SAWPA MIG	10/21/2013 12:26:54 PM
<input type="checkbox"/>	rhaller	Rich Haller	SAWPA MIG	10/21/2013 12:26:54 PM
<input type="checkbox"/>	rpatterson	Regina Patterson	System	3/18/2014 2:03:34 PM
<input type="checkbox"/>	svilla	Sara Villa	SAWPA MIG	10/21/2013 12:26:54 PM
<input type="checkbox"/>	test	DEMO DEMO	System	7/30/2014 8:59:16 AM

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Comments

Comments * Routine Inspection

Cancel < Previous Continue >

The task summary will show and then click “Finish”:

The screenshot shows a web browser window with the URL `http://salts2/iPACS_TEST/Pages/Inspection/InspectionNew.aspx?type=INSP`. The browser's address bar also shows `Permit Detail for WRCRWA - S...` and `iPACS - Inspection Search`. The browser's search bar contains the text `stormwater`. The application's navigation bar includes links for `Home`, `Site`, `Permit`, `Work Order`, `Monitoring`, `Waste Tracking`, `Inspection`, `SMR`, `Compliance`, `Inquiry`, `Report`, `Data Analysis`, `Security`, `Configuration`, and `My Account`. The `Inspection` link is highlighted. The main content area is titled `Review Tasks To Be Created`. It contains a yellow box with instructions for `Step 5`: `Review the information provided and identified in the previous steps of the wizard. To make changes to any of the information, return to the appropriate screen by selecting on the < Previous buttons. Confirm and schedule the new task by selecting the Finish button.` Below this, a section titled `Selected Values` displays: `Task = Inspection;`, `Facility Name = WRCRWA - South Regional Pumping Station;`, and `Assigned Resource = Carlos Quintero;`. A link `(More information...)` is also present. The `Task To Be Created` section shows: `Facility Name: WRCRWA - South Regional Pumping Station`, `Task: Inspection`, `Due Date: 7/31/2014 12:00:00 AM`, and `Assigned Users: Carlos Quintero`. The `Set Task Status` section shows a dropdown menu with `* Planned` selected. At the bottom right, there are three buttons: `< Previous`, `Finish`, and `Finish&Create Project`. A red arrow points to the `Finish` button. The footer includes `Copyright © 2014 by infoTech & Consulting Inc. All Rights Reserved.` and `POWERED BY infoTech`. The taskbar at the bottom shows various application icons and the system clock indicating `3:11 PM 7/30/2014`.

To see the task, click under the “Edit” button:

The screenshot shows a web browser window with the URL http://salts2/IPACS_TEST/Pages/Inspection/InspectionSearchResults.aspx?id=1089. The browser's address bar also shows tabs for 'Permit Detail for WRCRWA - S...' and 'Inspection Search Results'. The application's navigation menu includes 'Home', 'Site', 'Permit', 'Work Order', 'Monitoring', 'Waste Tracking', 'Inspection', 'SMR', 'Compliance', 'Inquiry', 'Report', 'Data Analysis', 'Security', 'Configuration', and 'My Account'. The 'Inspection' menu item is currently selected.

On the left sidebar, there are links for 'Search Inspections', 'New Search', 'Last Search Results', 'Recent Inspection Item', and 'WRCRWA - South Region...'. The main content area is titled 'Inspection Search Results' and features a yellow 'Instruction Detail' bar. Below this is a table with the following data:

Facility Name	Facility Legal Name	Facility ID	Inspection Task Name	Inspection Type	Start Date	End Date	Work Task Status
WRCRWA - South Regional Pumping Station	WRCRWA - South Regional Pumping Station	1089	Inspection	Routine	07/31/2014	07/31/2014	Planned

Below the table, there is a 'Back' button and an 'Export to Excel' link. The footer of the application shows 'Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.' and 'POWERED BY enfoTech'.

You can now change status and enter inspection information:

The screenshot displays a web browser window with the URL http://salts2/IPACS_TEST/Pages/Inspection/InspectionDetail.aspx?MON_INSP_ID=241. The browser's address bar shows the URL, and the page title is "Basic Information for Inspection for WRCRWA - South Regional Pumping Station Routine (Insp. ID:241)".

The application interface includes a top navigation bar with links: Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The "Inspection" link is currently selected.

On the left side, there is a sidebar menu with the following items: Search Inspections, New Search, Last Search Results, Recent Inspection Item, WRCRWA - South Regional Pumping Station, WRCRWA - South Regional Pumping Station, Inspection Information, Inspection General Info, Inspection Results, Inspectors, Violations, Flow Data, Attachments, Documents, Reports, Contact, and Comments & Findings. The "Inspection General Info" item is selected.

The main content area displays the "Basic Information for Inspection for WRCRWA - South Regional Pumping Station Routine (Insp. ID:241)". Below this, there is a section titled "Instruction Detail" which contains the "Inspection General Information" form.

The "Inspection General Information" form includes the following fields:

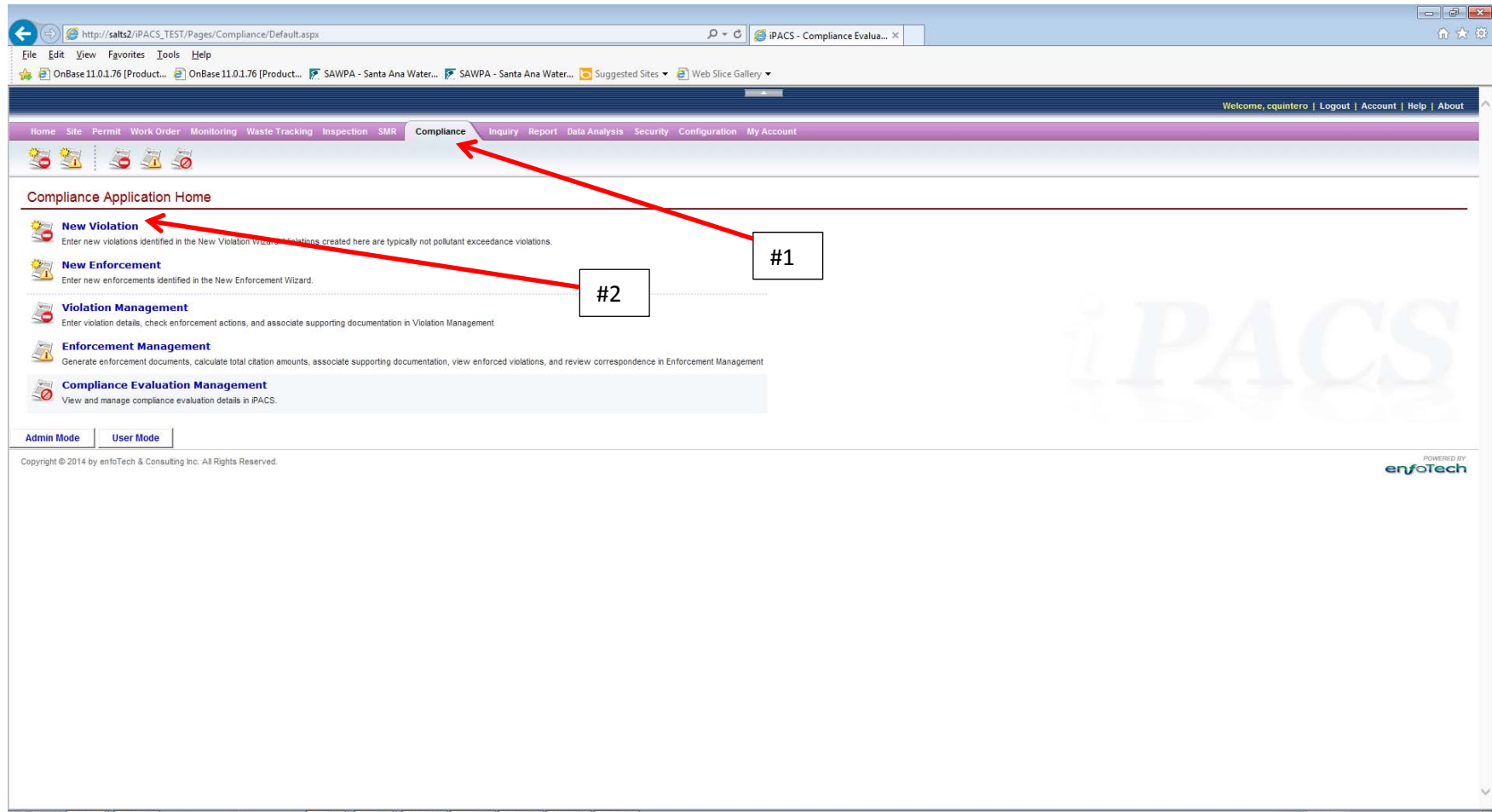
- Facility Name: [WRCRWA - South Regional Pumping Station](#)
- Location: [671 N. Lincoln Ln, Corona, CA, 92883](#)
- Sample Location:
- Task:
- Template: [Inspection](#)
- Start Date:
- End Date:
- Inspection Type:
- Comments:
- Authorized By:
- Authorized Date:

At the bottom of the form, there are two buttons: "Authorize" and "Save".

The footer of the application shows the copyright notice: "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and the logo for "enfoTech".

Creating Enforcement

To create enforcement you need to first select the 'Compliance' (#1) module. Then you will need to create a violation record. For this, you will need to click on 'New Violation' (#2):



Enter the facility name (#3) and select a facility from the options provided by iPacs. Here, you need to make sure you select one of the options; otherwise, iPacs will not be able to associate the violation to the facility. Once selected, click on Continue (#4):

The screenshot displays the iPACS web application interface. The browser address bar shows the URL: http://salts2/iPACS_TEST/Pages/Compliance/ViolationNewSearch.aspx?view=FACILITY_SEARCH. The page title is "Step 1: Identify facility/contact in violation".

The interface includes a sidebar on the left with the "New Violation Wizard" section, which contains the following steps:

- Identify Party
- Enter Basic Violation Information
- Review Basic Violation Information

The main form area is titled "Step 1: Identify facility/contact in violation". It contains an "Instruction Detail" section and an "Identify Party" section. The "Identify Party" section has three radio buttons: "By Contact", "By Facility" (selected), and "By Permit Number". Below these, there is a "Facility Name" input field with the text "test". A red arrow points to this input field, labeled with a box containing "#3".

Below the input field, there is a dropdown menu showing two options:

- TEST_FACILITY 123 TEST Drive, Riverside, CA, 92503, USA
- TEST_SAWPA 11015 Sterling Ave, Riverside, CA, 92503, USA

A "More" button is located to the right of the dropdown menu. At the bottom of the form, there is a "Continue >" button. A red arrow points to this button, labeled with a box containing "#4".

The footer of the page includes the text "Admin Mode" and "User Mode", and a copyright notice: "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." The enfoTech logo is also present in the bottom right corner.

Enter all the information for the required fields (indicated by an asterisk) [Violation Date], [Violation Category], [Data Source], [Comments]. Note that the information entered on the 'Comments' field is what is migrated to the report. Once the data has been entered, click on 'Continue' (#5):

http://salts2/IPACS_TEST/Pages/Compliance/ViolationNew.aspx?view=FACILITY_SEARCH

Step 2: Provide basic violati...

File Edit View Favorites Tools Help

OnBase 11.0.1.76 [Product... OnBase 11.0.1.76 [Product... SAWPA - Santa Ana Water... SAWPA - Santa Ana Water... Suggested Sites Web Slice Gallery

Violation Information

Violation Date * 9/3/2014 00 00

Name * TEST_FACILITY

Sample Location SAMPLING_001

Violation Category * Violations of Discharge Limits

Violation Type * Permit Limit Exceedance - First Violation within six-month period - Minor Violation

Data Source * Sample

Compliance Status * Detected

Regulation

Determined Date

End Date

Substance

Permit Limit

Permit Limit Unit

Sample Result Value

Sample Result Unit

Equipment Name

Penalty Fee (\$)

Comments * Silver limit exceeded. 3978

Maximum length of Comments textbox is 4000. The remaining length is 3978

Ordinance Sections

Ordinance Section

Agency

Ordinance Section Add

Cancel < Previous Continue >

Admin Mode User Mode

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If all the information entered is correct, click 'Finish' (#6). Click on 'Previous' if you need to make any changes. You can also add another violation to this facility by selecting the 'Add Another Violation' button:

The screenshot shows a web browser window with the URL `http://salts2/IPACS_TEST/Pages/Compliance/ViolationNewReview.aspx?callfrom=&view=FACILITY_SEARCH&caseID=CMP_CASEID`. The page title is "Step 3: Review violation information". The left sidebar shows the "New Violation Wizard" with three steps: 1. Identify Party, 2. Enter Basic Violation Information, and 3. Review Basic Violation Information (the current step). The main content area is titled "Step 3: Review violation information" and contains an "Instruction Detail" section. Below this is a "Violation Information" table with the following data:

Violation Information	
Date	9/3/2014 12:00 AM
Violator Name	TEST_FACILITY
Sample Location Name	SAMPLING_001
Category	Violations of Discharge Limits
Type	Permit Limit Exceedance - First Violation within six-month period - Minor Violation
Data Source	Sample
Compliance Status	Detected
Regulation	
Substance	
Determined Date	
End Date	
Violated Limit	
Violated Limit Unit	
Equipment Name	
Violated Data Value	
Violated Data Unit	
Penalty Fee (\$)	
Comments	Silver limit exceeded.

At the bottom of the form, there are three buttons: "Cancel", "< Previous", and "Add Another Violation". A red arrow points from a box labeled "#5" to the "Finish" button, which is located to the right of the "Add Another Violation" button.

iPacs will bring you to the previous screen automatically. At this point, you can associate any enforcement action as a result of the violation just created. Click 'Related Enforcement' (#6):

You can then click 'Create New Enforcement' (#7):

The screenshot displays the iPACS web application interface. The browser address bar shows the URL: http://salts2/iPACS_TEST/Pages/Compliance/ViolationEnforcement.aspx?CMP_VIOLATIONID=88. The page title is "Related Enforcement for TE...". The navigation menu includes: Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The "Compliance" tab is active. The left sidebar contains sections for "Search Violation" (New Search, Last Search Results), "Recent Viewed Items" (listing several permit limit exceedance violations), and "Violation Information" (Basic Information, Related Enforcement, Related Tasks, Sample Detail, Comments & Findings). The main content area shows "Related Enforcement for TEST_FACILITY (Facility ID = 1101), Permit Limit Exceedance - First Violation within six-month period - Minor Violation, (ID = 88), Physical Location: 123 TEST Drive, Riverside, CA, 92503". Below this, there is a yellow bar labeled "Instruction Detail" and a message "No records available". At the bottom right of the main content area, there is a blue button labeled "Create New Enforcement". A red arrow points from a box labeled "#7" to this button. The footer includes the copyright notice "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and the "enfoTech" logo.

Enter all the information related to the enforcement you want to associate to the violation. The required fields are marked with an asterisk: [Determined Date], [Enforcement Type], [Status], [Response Due Date], [Comments]. Note that you cannot enter a date on [Respond Due Date]. iPacs will fill in the date after you click on 'Get Response Due Date' (#8). This date will default to 2 weeks after the 'Determined Date', if you need to change this date, you'll need to enter a reason (see screen shot in the next page).

The screenshot shows a web application interface for 'New Enforcement Wizard'. The browser address bar shows the URL: http://salts2/iPACS_TEST/Pages/Enforcement/EnforcementNew.aspx?callfrom=association&view=FACILITY_SEARCH. The page title is 'Step 2: Provide basic enforcement information'. The left sidebar shows the wizard steps: 1. Identify Party, 2. Enter Basic Enforcement Information (current step), and 3. Review Basic Enforcement Information. The main content area is titled 'Instruction Detail' and 'Enforcement Information'. The form fields are as follows:

Field	Value	Required
Violator Name	TEST_FACILITY	*
Determined Date	9/3/2014 00:00	*
Enforcement Type	NOV	*
Citation Number		
Ordinance		
Status	Issued	*
Issued Date		
Issued By		
Response Due Date	9/17/2014	*
Notified Date		
Response Date		
Comments	Notice of Violation issued for exceeding silver limit.	*
Authorize	<input type="checkbox"/>	
Authorized Date		
Authorized By		
Enforcement Contact		

A red arrow points from a box labeled '#8' to the 'Get Response Due Date' button, which is located next to the 'Response Due Date' field. The button is green and has the text 'Get Response Due Date'.

At the bottom of the form, there are 'Cancel' and 'Continue >' buttons.

You can enter a different enforcement due date, but will need to enter a reason then click 'OK' (#9):

The screenshot shows a web application interface for 'Step 2: Provide basic enforcement information'. A modal window titled 'Enforcement Due Date' is open, allowing the user to change the due date. The modal contains the following fields:

- Max Due Date: 10/1/2014
- Response Date: ☐ (9/17/2014) By Enforcement Type ☒ Other
- Enter Date: 9/24/2014
- Enter Change Reason: 1 week extension

A red arrow points to the 'OK' button in the modal, which is labeled '#9'.

You will be required to enter a summary of the enforcement action under 'Comments' (#10). Note that this is the summary that will show up in the monthly/quarterly reports. Once the information is entered, click 'Continue' (#11):

The screenshot shows a web browser window with the URL http://salts2/IPACS_TEST/Pages/Enforcement/EnforcementNew.aspx?callfrom=association&view=FACILITY_SEARCH. The browser tabs include 'OnBase 11.0.1.76 (Product...', 'SAWPA - Santa Ana Water...', and 'Web Slice Gallery'. The application has a purple navigation bar with links like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. A sidebar on the left shows the 'New Enforcement Wizard' with steps: 1. Identify Party, 2. Enter Basic Enforcement Information (current), and 3. Review Basic Enforcement Information. The main content area is titled 'Step 2: Provide basic enforcement information' and contains an 'Instruction Detail' section. Below this is the 'Enforcement Information' form. The form fields are: Violator Name (TEST_FACILITY), Determined Date (9/3/2014 00:00), Enforcement Type (NOV), Citation Number, Ordinance, Status (Issued), Issued Date, Issued By, Response Due Date (9/24/2014) with a 'Get Response Due Date' button, Notified Date, Response Date, Comments (Notice of Violation issued for exceeding silver limit. Maximum length of Comments textbox is 4000. The remaining length is 4000.), Authorize (checkbox), Authorized Date, Authorized By, and Enforcement Contact. At the bottom are 'Cancel' and 'Continue >' buttons. A red arrow labeled '#10' points to the 'Comments' field, and another red arrow labeled '#11' points to the 'Continue >' button.

If the information shown is correct, click 'Finish' (#12). You can click 'Previous' if you need to make a change, or 'Add Another Enforcement' if you need to add another enforcement to the violation.

The screenshot shows a web application interface for reviewing enforcement information. The browser address bar indicates the URL: http://salts2/IPACS_TEST/Pages/Enforcement/EnforcementNewReview.aspx?callfrom=association&view=FACILITY_SEARCH. The page title is "Step 3: Review enforcement information".

On the left, a "New Enforcement Wizard" sidebar shows three steps: 1. Identify Party, 2. Enter Basic Enforcement Information, and 3. Review Basic Enforcement Information (the current step).

The main content area is titled "Step 3: Review enforcement information" and contains a section labeled "Enforcement Information" with the following details:

Enforcement Information	
Violator Name	TEST_FACILITY
Determined Date	9/3/2014 12:00 AM
Enforcement Type	NOV
Citation Number	
Ordinance	
Status	Issued
Issued Date	
Issued By	
Response Due Date	9/24/2014
Notified Date	
Response Date	
Comments	Notice of Violation issued for exceeding silver limit.
Authorized Date	
Authorized By	
Enforcement Contact	

At the bottom of the form, there are three buttons: "Cancel", "< Previous", and "Add Another Enforcement". A red arrow points from a box labeled "#11" to the "Finish" button, which is located to the right of the "Add Another Enforcement" button.

The footer of the page includes "Admin Mode" and "User Mode" tabs, a copyright notice "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.", and the "enfoTech" logo.

iPACS will not show you a list of the enforcement actions associated with the violation created. At this point you are done with creating new enforcement and associating it to a violation. Note that you can also associate a violation to previously created enforcement by clicking on the 'Associate New Enforcement' tab (#12)

The screenshot displays the iPACS web application interface. The browser address bar shows the URL: `http://salts2/iPACS_TEST/Pages/Compliance/ViolationEnforcement.aspx?CMP_VIOLATIONID=88&callfrom=association`. The application has a top navigation bar with links like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The main content area is titled 'Related Enforcement for TEST_FACILITY (Facility ID = 1101), Permit Limit Exceedance - First Violation within six-month period - Minor Violation, (ID = 88), Physical Location: 123 TEST Drive, Riverside, CA, 92503'. Below this title, there are two tabs: 'Associated Enforcements' and 'Associate New Enforcements'. A red arrow points to the 'Associate New Enforcements' tab, which is labeled with a red box and the number #12. Below the tabs, there is a table with columns: Case Name, Fine Amount, Enforcement Type, Status, Violation Date, Enforcement Date, Issue Date, Response Due Date, Resolved Date, and Comments. The table contains one row with the following data: Case Name: 001031, Fine Amount: (blank), Enforcement Type: NOV, Status: Issued, Violation Date: 09/03/2014, Enforcement Date: 09/03/2014, Issue Date: (blank), Response Due Date: 09/24/2014, Resolved Date: (blank), and Comments: Notice of Violation issued for exceeding silver limit. At the bottom of the table, there is a button labeled 'Export to Excel'. Below the table, there are two buttons: 'Create New Enforcement' and 'Disassociate'. The footer of the application shows the copyright information: 'Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.' and the logo for 'enfoTech'.

Just select any of the enforcement previously created from the list shown (#13), and then click 'Associate' (#14):

The screenshot shows the iPACS web application interface. The browser address bar displays the URL: `http://salts2/iPACS_TEST/Pages/Compliance/ViolationAssctEnforce.aspx?CMP_VIOLATIONID=88&view=SRCHFACILITY`. The application header includes a navigation menu with options like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The main content area is titled 'Associate New Enforcements for TEST_FACILITY (Facility ID = 1101), Permit Limit Exceedance - First Violation within six-month period - Minor Violation, (ID = 88), Physical Location: 123 TEST Drive, Riverside, CA, 92503'. Below this, there is a table of existing violations. A red arrow labeled #13 points to the first row of the table, which has a checkbox in the first column. A second red arrow labeled #14 points to the 'Associate' button located at the bottom right of the table area.

	Case Name	Enforcement Type	Comments
<input type="checkbox"/>	001029	NOV	Violation of local limits (Arsenic)
<input type="checkbox"/>	001030	NOV	Failure to submit SMR 45 days after due date
2 of 2			

Export to Excel

Associate

Now both enforcement actions associated with the violation created are shown:

The screenshot displays the iPACS web application interface. The browser address bar shows the URL: `http://salts2/iPACS_TEST/Pages/Compliance/ViolationEnforcement.aspx?CMP_VIOLATIONID=88`. The page title is "Related Enforcement for TE...". The navigation menu includes: Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The "Compliance" tab is active.

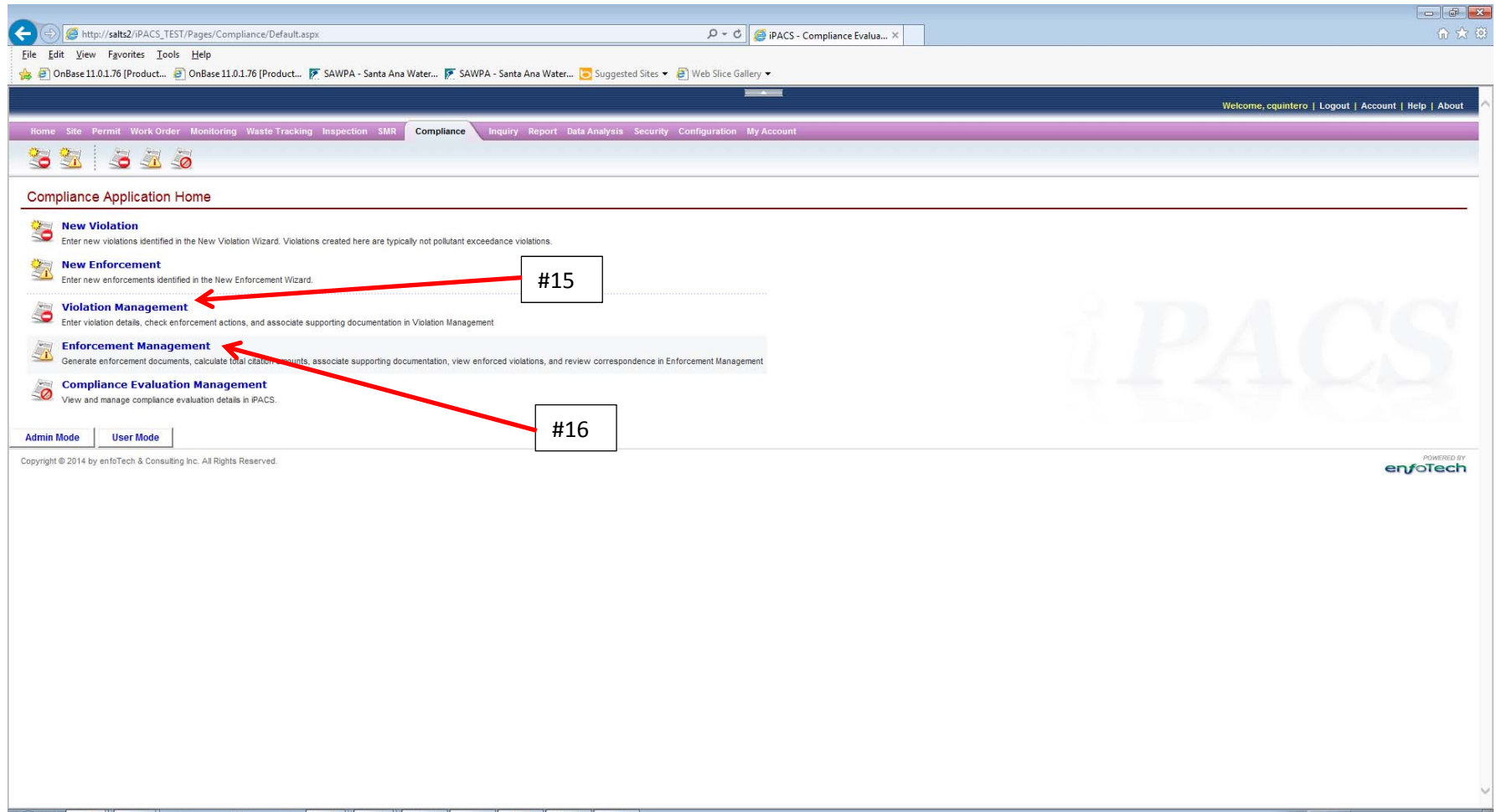
The main content area shows the "Related Enforcement for TEST_FACILITY (Facility ID = 1101), Permit Limit Exceedance - First Violation within six-month period - Minor Violation, (ID = 88), Physical Location: 123 TEST Drive, Riverside, CA, 92503". Below this, there are two tabs: "Associated Enforcements" and "Associate New Enforcements".

The "Associated Enforcements" tab displays a table with the following data:

	Case Name	Fine Amount	Enforcement Type	Status	Violation Date	Enforcement Date	Issue Date	Response Due Date	Resolved Date	Comments
<input type="checkbox"/>	001029		NOV	Pending	09/03/2014	08/05/2014		08/19/2014		Violation of local limits (Arsenic)
<input type="checkbox"/>	001031		NOV	Issued	09/03/2014	09/03/2014		09/24/2014		Notice of Violation issued for exceeding silver limit.

Below the table, there is a "2 of 2" indicator and an "Export to Excel" button. At the bottom of the page, there are buttons for "Create New Enforcement" and "Disassociate". The footer includes the copyright notice: "Copyright © 2014 by infoTech & Consulting Inc. All Rights Reserved." and the "POWERED BY infoTech" logo.

You can use 'Violation Management' (#15) or 'Enforcement Management' (#16) from the Compliance module if you need to search for existing violations or enforcement:



iPacs will show active enforcement in the monthly/quarterly reports until it's closed. To change the status you can open existing enforcement (search through 'Enforcement Management'), then enter the facility name (#17) then 'Search' (#18):

http://salts2/iPACS_TEST/Pages/Enforcement/EnforceSearch.aspx?view=SRCHFACILITY

Search for Facilities with En...

Welcome, cquintero | Logout | Account | Help | About

Home Site Permit Work Order Monitoring Waste Tracking Inspection SMR Compliance Inquiry Report Data Analysis Security Configuration My Account

Search Enforcement

New Search

Recent Viewed Items

- WMWD, Arlington Desalter Facility: Informal Notices
- Perris and Menifee Desalination Facility: Written Warning
- TEST_FACILITY: NOV
- TEST_FACILITY: NOV
- International Rectifier: NOV

Instruction Detail

Search by Facility Search by Contact

Facility Criteria

Facility ID

Enforcement Number

Facility Name test_facility x

Facility Legal Name

Facility Group

Monitoring Location

Permit Number

Start Date (Issued)

End Date (Issued)

Enforcement Case Number

Geo Location Type

Geo Location Name

Case Manager

Show more search criteria...

Search

Admin Mode User Mode

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12:01 PM 9/3/2014

Then click 'Edit' for the enforcement action you want to select (#19):

The screenshot shows a web application interface for 'Enforcement Case Search Result'. The browser address bar displays the URL: `http://salts2/iPACS_TEST/Pages/Enforcement/EnforceSearchResultGV.aspx?callfrom=FACILITY`. The application has a navigation menu with tabs: Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The 'Compliance' tab is active. On the left, there is a sidebar with 'Search Enforcement' (New Search, Last Search Results) and 'Recent Viewed Items' (WMWD, Arlington Desalter Facility: Informal Notices, Perris and Menifee Desalination Facility: Written Warning, TEST_FACILITY: NOV, TEST_FACILITY: NOV, International Rectifier: NOV). The main content area shows an 'Enforcement Case Search Result' page with an 'Instruction Detail' section and an 'Enforcement List' table. The table has columns: Edit, Facility ID, Facility Name, Facility Legal Name, Enforcement No, Determined Date, Enforcement Type, Fine Amount, Issued Date, Case No, Status, # of Violations, and View Violation. The first row of the table is highlighted, and a red arrow points to the 'Edit' icon in the first column. A box with the number #19 is placed next to the arrow. The table shows three rows of data, with the first row being the one highlighted. The status of the first row is 'Pending', and the number of violations is 1. The second row has a status of 'Pending' and 1 violation. The third row has a status of 'Issued' and 1 violation. The total number of violations is 3 of 3. There is an 'Export to Excel' button at the bottom right of the table. At the bottom of the page, there is a 'Back' button and a 'Batch Mailing >' button. The footer contains the text 'Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.' and the 'enfoTech' logo.

Edit	Facility ID	Facility Name	Facility Legal Name	Enforcement No	Determined Date	Enforcement Type	Fine Amount	Issued Date	Case No	Status	# of Violations	View Violation
<input type="checkbox"/>	1101	TEST_FACILITY		2014-039	08/05/2014	NOV			001029	Pending	1	
<input type="checkbox"/>	1101	TEST_FACILITY		2014-040	08/06/2014	NOV			001030	Pending	1	
<input type="checkbox"/>	1101	TEST_FACILITY		2014-041	09/03/2014	NOV			001031	Issued	1	

3 of 3 [Export to Excel](#)

Enter the date the enforcement was resolved (#20), then change the status from issued to closed (#21), then click 'Save' (#22):

Basic Information for TEST_FACILITY (Facility ID= 1101), NOV.(ID = 35), Physical Location: 123 TEST Drive, Riverside, CA, 92503

Instruction Detail

Enforcement Details

Enforcement Number: 2014-041

Violator Name: TEST_FACILITY

Determined Date: 9/3/2014

Type: NOV

Citation Number:

Municipal Code:

Case Number: 001031

Status: Closed

Issued Date:

Issued By:

Response Due Date: 9/24/2014

Penalty/Fee (\$):

Mail Number:

Response Date:

Resolved Date: 9/3/2014

Penalty/Fee (\$):

Comments: Notice of Violation issued for exceeding silver limit.

Enforcement Contact:

Authorized By:

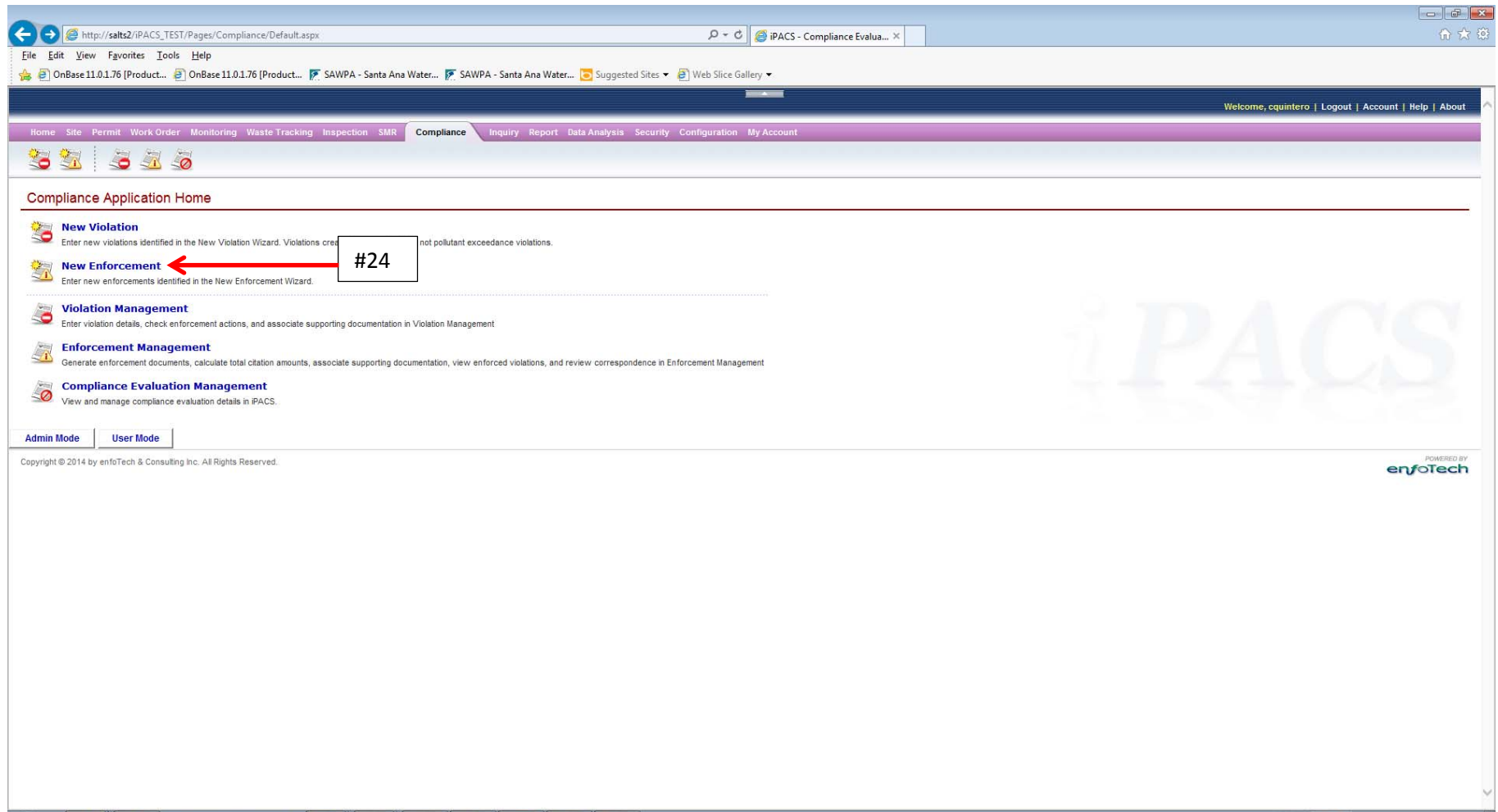
Authorized Date:

Buttons: Authorize, Resolve, New Non-Permit SMR, Escalate Enforcement, Save

You can now upload a PDF copy of the enforcement documents sent to the facility (#23). Enter a file name, select a file and then click 'Upload':

The screenshot displays the PACS TEST web application interface. The browser address bar shows the URL: `http://salts2/iPACS_TEST/Pages/Enforcement/EnforceAttachment.aspx?CMP_ENFORCEMENTID=35&CMP_CASEID=34`. The application header includes a navigation menu with options like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The main content area is titled 'Attachments for TEST_FACILITY (Facility ID= 1101), NOV.(ID = 35), Physical Location: 123 TEST Drive, Riverside, CA, 92503'. On the left sidebar, under 'Enforcement Information', the 'Attachment' link is highlighted with a red arrow pointing from a box labeled '#23'. The main content area features an 'Add Attachment' form with fields for File Name, File (with a 'Browse...' button), Comment, and a 'Requires Approval?' checkbox. Below the form is an 'Upload' button. A message box indicates 'No records available'. At the bottom of the page, there are buttons for 'Browse...', 'Check In', 'Select All', 'Deselect All', 'Download >', 'Undo Check Out', 'Check Out', and 'Send To DOCS'. The footer shows the copyright notice: 'Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.' and the logo for 'enfoTech'.

The process described above consists of creating a violation and then creating/associating enforcement to that violation. iPacs allows you to create enforcement and then create/associate a violation. The process is basically the same, only that you select 'New Enforcement' (#24) from the Compliance module. Since the information entered is the same as described above, this process is not described in this guide.



Creating Sampling Tasks

There are 3 ways to create sampling tasks in iPacs:

1. Through the Permit Module – Monitoring Requirements
2. Through the Work Order Module – New Work Requirement
3. Through the Monitoring Module – New Sampling

In general, when a permit is created or renewed (or amended if the substances in the permit change), sampling tasks should be created as part of this process [#1]

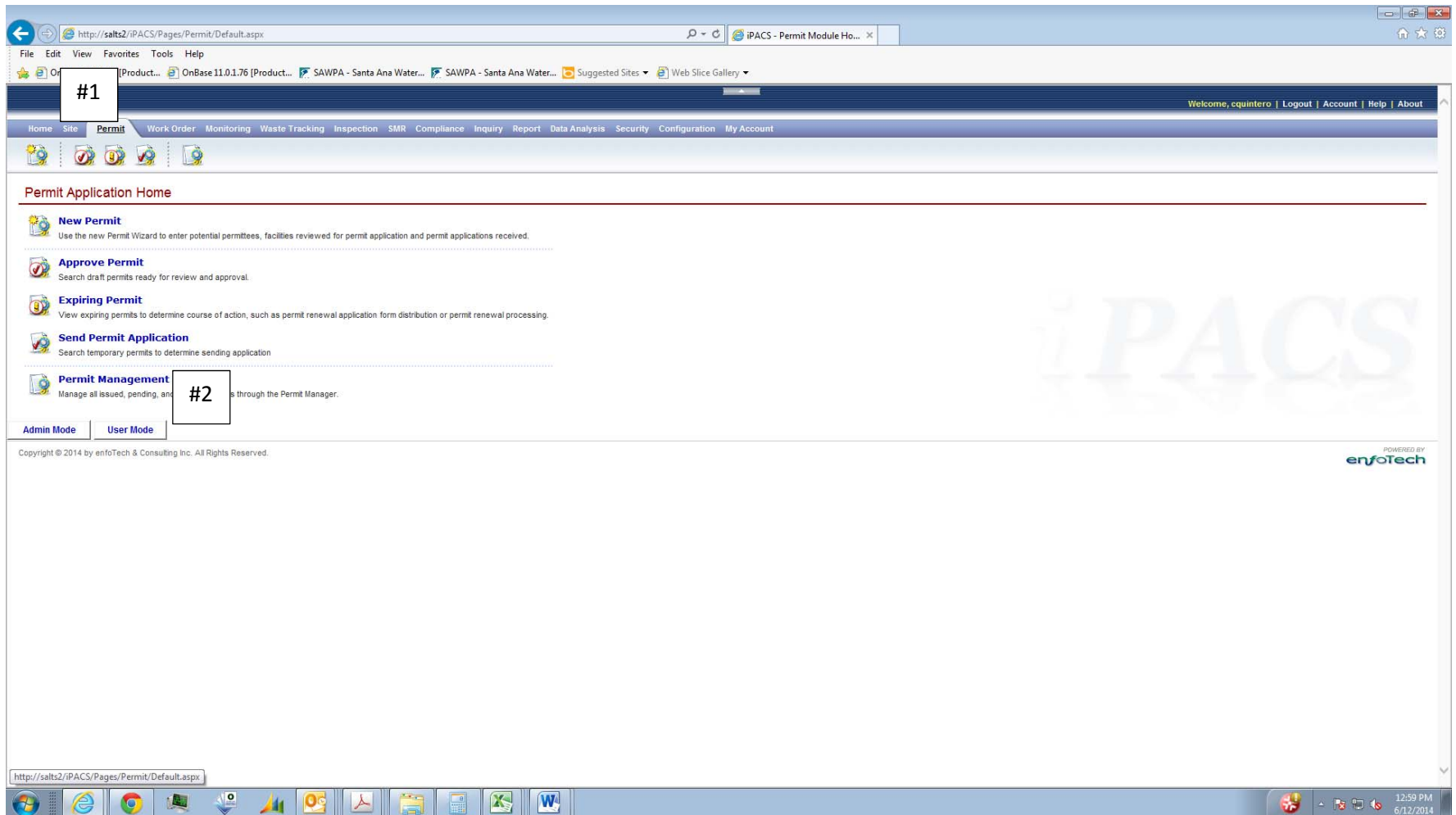
Creating sampling tasks through the monitoring module [#3] is helpful when ad hoc sampling is required

Creating sampling tasks through the Work Order Module [#2] – New Work Requirement is useful when recurring tasks are needed.

A work requirement is an instruction where start/end dates, sampling parameters, and frequencies are defined. Tasks can then be generated from a work requirement.

1. Generating Sampling Tasks through the Permit Module – Monitoring Requirements

Access the permit module (#1) and then select permit management (#2):



Enter a facility name (#3) and then click on Search (#4):

The screenshot shows a web browser window with the URL <http://salts2/PACS/Pages/Permit/PermitSearch.aspx>. The browser's address bar and tabs are visible at the top. Below the browser window is the application's navigation bar, which includes links for Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The main content area is titled "Permit Search" and features a sidebar on the left with "Search Permits" and "Recent Permit Items" sections. The "Search Permits" section contains a "New Search" button and a list of recent permit items. The "Recent Permit Items" section lists several permit numbers: H1016-1, H1039-1, D1051-1, H1096-1, and H1050-1. The main search area is titled "Instruction Detail" and contains a "Search Permit" section. This section includes various input fields for searching permits: Facility ID, Facility Name (containing "wmwd"), Facility Legal Name, Facility Type (a dropdown menu), Facility Group (a dropdown menu), Case Manager (a dropdown menu), Geo Location Name, Permit Number, Permit Type (a dropdown menu), Permit Status (a dropdown menu), Effective Date Start, Effective Date End, Expiration Date Start, and Expiration Date End. A "More search options..." link is located below the input fields. A "Search" button is located at the bottom right of the search area. The footer of the application includes "Admin Mode" and "User Mode" tabs, a copyright notice for 2014 by enfoTech & Consulting Inc., and a "POWERED BY enfoTech" logo. The Windows taskbar at the bottom of the screen shows various application icons and the system clock indicating 1:01 PM on 6/12/2014.

Enter a facility name (#3) and then click on Search (#4):

Click on link (#5) for the permit you want to select:

The screenshot shows a web browser window displaying the 'Permit Result' page. The browser's address bar shows the URL 'http://salts2/iPACS/Pages/Permit/PermitSearch.aspx'. The page has a navigation menu at the top with links like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. On the left, there is a sidebar with 'Search Permits' and 'Recent Permit Items' sections. The main content area is titled 'Permit Result' and contains a table of permit data. A yellow box labeled '#5' is positioned over the 'Detail' link in the first row of the table. Below the table, there is a 'Back' button and a 'Batch Mailing >' button. The footer of the page includes a copyright notice for 2014 by enfoTech & Consulting Inc. and the enfoTech logo.

Permit Result

Select All ☐

Link	Permit Number	Facility Name	Facility Legal Name	Effective Date	Expiration Date	Status	Permit Type	Facility ID	Physical Location	Case Manager
<input type="checkbox"/>	D1088-1	WMWD, Arlington Desalter Facility	WMWD, Arlington Desalter Facility	08/27/2013	08/26/2015	Issued	Direct discharge	1088	11611 Sterling Ave Riverside, 92503	
<input type="checkbox"/>	D1088-1	WMWD, Arlington Desalter Facility	WMWD, Arlington Desalter Facility	08/27/2013	08/26/2013	Expired	Direct discharge	1088	11611 Sterling Ave Riverside, 92503	

2 of 2 [Export to Excel](#)

[Back](#) [Batch Mailing >](#)

Admin Mode User Mode

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Once in the permit module, make sure that all the pollutants and sampling frequencies (for both control authority and self-monitoring) are correct (under permit limits submodule [#6]):

The screenshot displays a web application interface for permit management. The browser address bar shows the URL: `http://salts2/IPACS/Pages/Permit/DraftPermit/BasicInformation.aspx?PMT_PERMITID=387`. The page title is "Basic Information for WMWD, Arlington Desalter Facility (1088), Permit Number: D1088-1 (8/27/2013 - 8/26/2015)".

The left sidebar contains a "Draft Permit" section with a tree view. The "Basic Information" item is highlighted, and a red arrow points to it from a red box labeled "#6". Other items in the tree include "Permit Details", "Flow Data", "Permit Limit", "Monitoring Requirements", "Control Plans", "Requirement Statements", "Correspondence", "Related Tasks", "Comments & Findings", "Attachments", "Documents", "Reports", and "Finalize".

The main content area shows the "Basic Information" tab. It includes a "Permit Information" section with the following details:

- Facility Name: [WMWD, Arlington Desalter Facility](#)
- Facility Type: [Significant Industrial User](#)
- Facility Group: [SAWPA ;](#)
- Physical Address: [11611 Sterling Ave, Riverside, CA, 92503](#)
- Phone: [951-789-5155](#)
- Permit Number: [D1088-1](#)
- Permit Type: [Direct discharge](#)
- Effective Date:
- Expiration Date: [Set expiration date](#)
- e-Submission Allowed? ☐
- Current Permit Status: [Issued \(Date changed: 6/2/2014 12:00:00 AM\)](#)

Below the "Permit Information" section is a "Links to Other Modules" section with the following links:

- [Link to Equipment](#)
- [Link to Pretreatment Process](#)
- [Link to Process/Product Information](#)

At the bottom is a "Program Check List" table:

Program	Required?	Status
Contingency Plan	<input type="checkbox"/>	--

Select a sampling location (#7). Each sampling location can have a different set of pollutant limits. Sampling locations are defined under the Facility ('Site') module.

http://salts2/IPACS/Pages/Permit/DraftPermit/SamplingLocation.aspx

Permit Limit for WMWD, A...

Welcome, cquintero | Logout | Account | Help | About

Home Site Permit Work Order Monitoring Waste Tracking Inspection SMR Compliance Inquiry Report Data Analysis Security Configuration My Account

Search Permits

New Search

Last Search Results

Recent Permit Items

D1088-1

H1016-1

H1039-1

D1061-1

H1096-1

Draft Permit

Basic Information

Permit Details

Flow Data

Permit Limit

Monitoring Requirements

Control Plans

Requirement Statements

Correspondence

Related Tasks

Comments & Findings

Attachments

Documents

Reports

Finalize

Admin Mode User Mode

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1:07 PM 6/12/2014

Instruction Detail

Sampling Locations

Sampling Location Name

Legal Sampling Location Desc 001

Sample Begin Date

Report Due Day

(The day of the month on which the report is due. For example, if the report is due on the 15th of every month, then enter "15" in the Report Due Day field.)

Each substance must have an analysis group associated (#8). The analysis group is what tells iPacs what substances to analyze. Creating analysis groups is addressed in a separate instruction. Also note that these fields cannot be modified once a permit is finalized. A permit must be amended first before making any changes to this screen.

http://salts2/iPACS/Pages/Permit/DraftPermit/SamplingLocation.aspx

Permit Limit for WMWD, A...

File Edit View Favorites Tools Help

OnBase 11.0.1.76 [Product... OnBase 11.0.1.76 [Product... SAWPA - Santa Ana Water... SAWPA - Santa Ana Water... Suggested Sites Web Slice Gallery

Report Due Day
(The day of the month on which the report is due. For example, if the report is due on the 15th of every month, then enter "15" in the Report Due Day field.)

#8

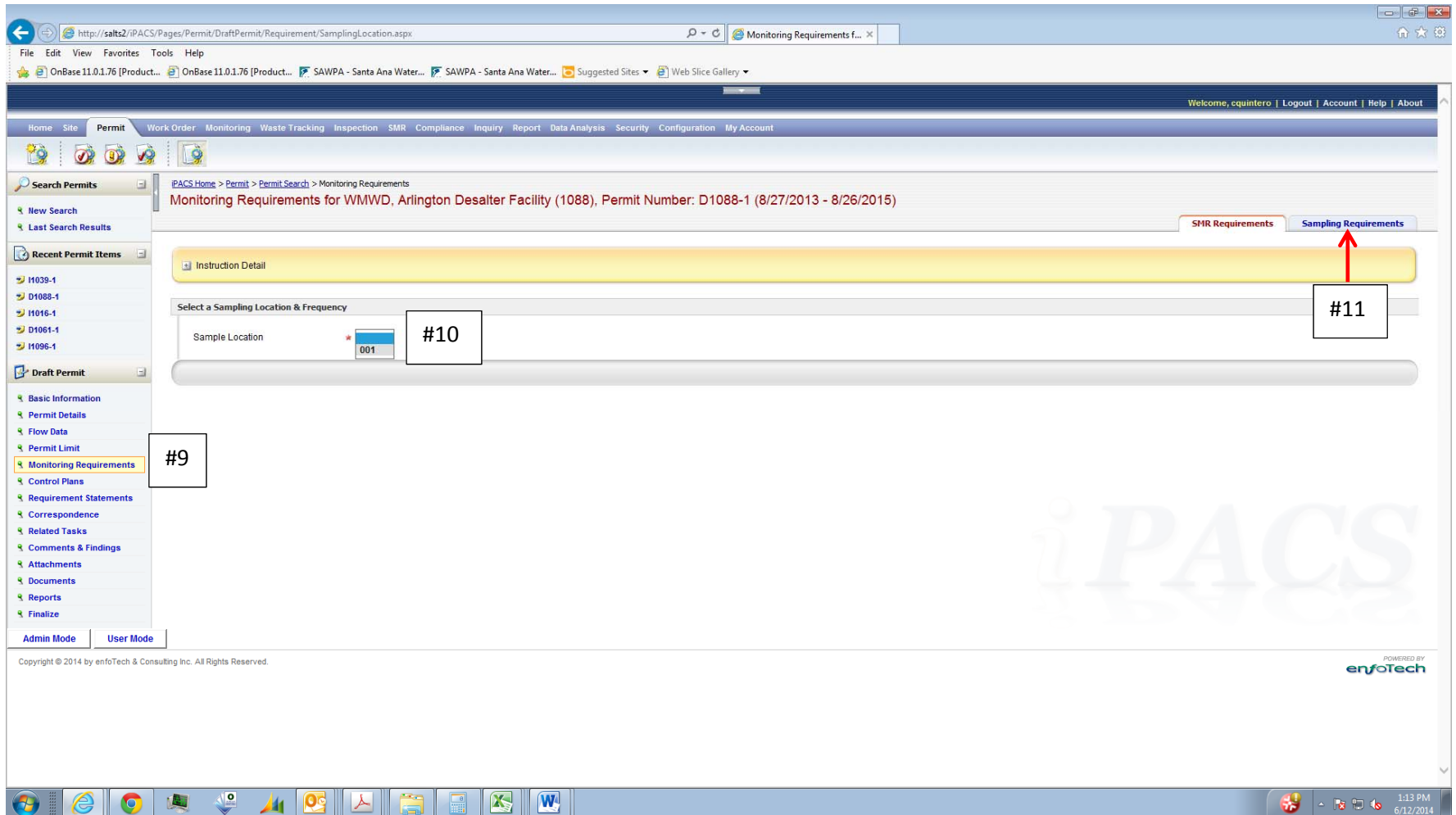
Limit Flow Limit

Order by substance name
Order by specific sort order

Edit	Substance	Agency Sampling Frequency	Self-Monitoring Frequency	Report Frequency	Analysis Group	At Any Time (min)	At Any Time (max)	Daily Average	4Day Average	Monthly Average	Delete
<input type="checkbox"/>	Arsenic	Quarterly	Semiannually	Semiannually	Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8)		2 mg/L				
<input type="checkbox"/>	BOD	Quarterly	Semiannually	Semiannually	BOD (SM 5210B), TSS (SM 2540D)		12000 mg/L				
<input type="checkbox"/>	Cadmium	Quarterly	Semiannually	Semiannually	Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8)		1 mg/L				
<input type="checkbox"/>	Copper	Quarterly	Semiannually	Semiannually	Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8)		3 mg/L				
<input type="checkbox"/>	Cyanide (Amenable)	Not Required	Not Required	Not Required			1 mg/L				
<input type="checkbox"/>	Cyanide (Total)	Not Required	Not Required	Not Required			5 mg/L				
<input type="checkbox"/>	Dissolved Sulfides	Not Required	Not Required	Not Required			0.5 mg/L				
<input type="checkbox"/>	DOC	Quarterly	Semiannually	Semiannually	Dissolved Organic Carbon (SM 5310C/EPA 9060)		700 mg/L				
<input type="checkbox"/>	FOG	Not Required	Not Required	Not Required			500 mg/L				
<input type="checkbox"/>	Lead	Quarterly	Semiannually	Semiannually	Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8)		2 mg/L				
<input type="checkbox"/>	Mercury	Quarterly	Semiannually	Semiannually	Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8)		0.03 mg/L				
<input type="checkbox"/>	Nickel	Quarterly	Semiannually	Semiannually	Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8)		10 mg/L				
<input type="checkbox"/>	Oil and Grease (Mineral)	Not Required	Not Required	Not Required			100 mg/L				
<input type="checkbox"/>	PCBs	Not Required	Not Required	Not Required			0.01 mg/L				
<input type="checkbox"/>	Pesticides	Not Required	Not Required	Not Required			0.01 mg/L				
<input type="checkbox"/>	pH	Quarterly	Semiannually	Semiannually	pH field test	6 S.U.	12 S.U.				
<input type="checkbox"/>	Silver	Quarterly	Semiannually	Semiannually	Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8)		5 mg/L				
<input type="checkbox"/>	Solids, Total Dissolved	Quarterly	Semiannually	Semiannually	VSS (SM 2540E/EPA160.4), TDS (SM 2540 C)						
<input type="checkbox"/>	Total Chromium	Quarterly	Semiannually	Semiannually	Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8)		2 mg/L				
<input type="checkbox"/>	Total Hardness	Quarterly	Semiannually	Semiannually	Total Hardness (SM 2340B)						
<input type="checkbox"/>	TSS	Quarterly	Semiannually	Semiannually	BOD (SM 5210B), TSS (SM 2540D)						
<input type="checkbox"/>	TTO Local	Not Required	Not Required	Not Required			0.58 mg/L				
<input type="checkbox"/>	VSS	Quarterly	Semiannually	Semiannually	VSS (SM 2540E/EPA160.4), TDS (SM 2540 C)						

1:09 PM 6/12/2014

If the information in the previous screen is correct, then select the monitoring requirement submodule (#9), sampling location (#10), and then select sampling requirements (#11):



The screenshot displays the iPACS web application interface. The browser address bar shows the URL: <http://salts2/iPACS/Pages/Permit/DraftPermit/Requirement/SamplingLocation.aspx>. The application header includes a navigation menu with options like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The main content area is titled "Monitoring Requirements for WMWD, Arlington Desalter Facility (1088), Permit Number: D1088-1 (8/27/2013 - 8/26/2015)". It features two tabs: "SMR Requirements" and "Sampling Requirements". The "Sampling Requirements" tab is selected, and a red arrow points to it, labeled with a box containing "#11". Below the tabs, there is a section titled "Select a Sampling Location & Frequency" with a "Sample Location" dropdown menu. The dropdown menu is open, showing a list of locations, with "001" selected. A box labeled "#10" is placed next to the dropdown. On the left side of the interface, there is a sidebar menu with various options. The "Monitoring Requirements" option is highlighted, and a box labeled "#9" is placed next to it. The footer of the application shows the copyright notice: "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and the logo for "enfoTech". The Windows taskbar at the bottom shows the system clock as 1:13 PM on 6/12/2014.

Select the sampling location (#12):

The screenshot displays the iPACS web application interface. The browser address bar shows the URL: <http://salts2/iPACS/Pages/Permit/DraftPermit/Requirement/SamplingLocation.aspx?view=1>. The page title is "Monitoring Requirements for WMWD, Arlington Desalter Facility (1088), Permit Number: D1088-1 (8/27/2013 - 8/26/2015)". The "Sampling Requirements" tab is selected. The "Select a Sampling Location" dropdown is set to "#12". The "Generate Sampling Requirements" button is visible. The left sidebar contains a "Search Permits" section with links for "New Search" and "Last Search Results", and a "Recent Permit Items" section listing various permit numbers. The bottom of the page shows the copyright information: "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and the "enfoTech" logo.

Home Site Permit Work Order Monitoring Waste Tracking Inspection SMR Compliance Inquiry Report Data Analysis Security Configuration My Account

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Search Permits

New Search

Last Search Results

Recent Permit Items

H039-1

D1088-1

H1016-1

D1061-1

H1096-1

Draft Permit

Basic Information

Permit Details

Flow Data

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Related Tasks

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Click on “Generate Sampling Requirements” (#13). Note that in this example the sampling requirements have been generated. This should be blank if done for the first time:

The screenshot displays the PACS web application interface. The browser address bar shows the URL: <http://salts2/IPACS/Pages/Permit/DraftPermit/Requirement/SamplingLocation.aspx?view=1>. The page title is "Monitoring Requirements for WMWD, Arlington Desalter Facility (1088), Permit Number: D1088-1 (8/27/2013 - 8/26/2015)".

The left sidebar contains a "Search Permits" section with links for "New Search" and "Last Search Results". Below this is a "Recent Permit Items" list showing permits H1039-1, D1088-1, H1016-1, D1061-1, and H1096-1. The "Draft Permit" section is also visible, listing various permit details like "Basic Information", "Permit Details", "Flow Data", "Permit Limit", "Monitoring Requirements", "Control Plans", "Requirement Statements", "Correspondence", "Related Tasks", "Comments & Findings", "Attachments", "Documents", "Reports", and "Finalize".

The main content area features a "Select a Sampling Location" dropdown menu with "001" selected. Below this is a "Sampling Requirement List" table. The table has columns for "Edit", "Task Template", "Frequency", "# of Times", "First Required Date", "Start Date", "End Date", and "Status". The table contains one row with the following data:

Edit	Task Template	Frequency	# of Times	First Required Date	Start Date	End Date	Status
	Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), WW_H, Billing, BOD (SM 5210B), TSS (SM 2540D), Dissolved Organic Carbon (SM 5310C/EPA 9060), VSS (SM 2540E/EPA 160.4), TDS (SM 2540 C), pH field test	Quarterly	1	6/30/2014 12:00:00 AM	8/27/2013 12:00:00 AM	8/26/2015 12:00:00 AM	Processed

At the bottom right of the main content area, there is a green button labeled "Generate Sampling Requirements" with the number "#13" next to it. The footer of the page includes the copyright notice "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and the logo "POWERED BY enfoTech".

After clicking on Generate Sampling Requirements an entry should appear under Sampling Requirement List (#14). This is the work requirement. Click under Edit (#15):

Monitoring Requirements for TEST_SAWPA (1094), Permit Number: D1094-1 (4/15/2014 - 4/14/2016)

SMR Requirements Sampling Requirements

Instruction Detail

Select a Sampling Location

Sample Location Main Lateral #14

Sampling Requirement List

Edit	Task Template	Frequency	# of Times	First Required Date	Start Date	End Date	Status
<input type="checkbox"/>	Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test)	Quarterly	1	7/14/2014 12:00:00 AM			1 of 1 Export to Excel

Generate Sampling Requirements

#15

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Enter when the start date and end date of the sampling tasks (#16). Under 'Sampling Start Date' enter when the first sampling event is due (i.e. this should be the last day of the period corresponding to the sampling frequency, so 3/31 for the last day of the January-March quarter [in case of quarterly sampling], 6/30 for the last day of the 6-month period [in case of semi-annual sampling], etc.). Once these fields are filled out, click on 'Manually Generate Tasks' (#18). This will update the work requirement information with the correct start/end date.

Work Requirement Detail: TEST_SAWPA , Hardness (Report Ca and Mg),VSS,BOD, TSS,Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn),pH (field test) , Quarterly

Instruction Detail

Work Requirement Basic Info

Facility ID	1094
Facility	TEST_SAWPA
Sample Location	Main Lateral
StartDate	<input type="text"/>
EndDate	<input type="text"/>
Sampling Start Date	7/14/2014
Next Run Date	
TaskTemplate	Hardness (Report Ca and Mg),VSS,BOD, TSS,Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn),pH (field test)
TaskType	Sampling
Frequency	Quarterly
# of Times	1
Status	

Back to Permit Requirement **Manually Generate Tasks** Cancel Work Requirement Save

Click Manually Generate Tasks a second time (#19):

The screenshot displays a web application interface for managing work requirements. The browser address bar shows the URL: `http://salts2/PACS_TEST/Pages/WorkFlow/TaskFreqDetail.aspx?callfrom=PERMIT&SAMPLE_LOC_ID=1093`. The page title is "Monitoring Requirements for ...". The navigation menu includes: Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The main content area is titled "Work Requirement Detail : TEST_SAWPA , Hardness (Report Ca and Mg),VSS,BOD, TSS,Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn),pH (field test) , Quarterly". The "Instruction Detail" section shows the following information:

Work Requirement Basic Info	
Facility ID	1094
Facility	TEST_SAWPA
SampleLocation	Main Lateral
StartDate	1/1/2014 12:00:00
EndDate	12/31/2014 12:00:00
Sampling Start Date	3/31/2014
Next Run Date	
TaskTemplate	Hardness (Report Ca and Mg),VSS,BOD, TSS,Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn),pH (field test)
TaskType	Sampling
Frequency	Quarterly
# of Times	1
Status	

At the bottom of the form, there are three buttons: "Back to Permit Requirement", "Manually Generate Tasks" (highlighted with a red box and labeled #19), and "Cancel Work Requirement". The "Save" button is also present. The footer includes the copyright notice "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and the enfoTech logo.

A screen will appear now showing the sampling tasks created from the work requirement:

Recent Tasks

- Inspection due by 12/31/2014 12:00:00 AM
- Arsenic, Cadmium, Copper, Chromium, Nickel, Silver, Lead, Zinc, VSW, BOD/TSS, Billing due by 6/18/2014 12:00:00 AM
- Arsenic, Cadmium, Copper, Chromium, Nickel, Silver, Lead, Zinc due by 6/18/2014 12:00:00 AM

Edit	Priority	Due Date	Facility Name	Facility ID	Task	Task Status	Task Type	Facility Legal Name	Facility Type	Facility Group	Sample Location	Assigned Resources	Last Inspection Date	Street Number	Street Direction	Street Name	Street Type	Street Sub Type	Street Sub Value Type	City	Zip	Map Page	Map Grid	Date Create	User Create	Date Update	User Update
<input type="checkbox"/>		12/30/2014	TEST_SAWPA	1094	Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test)	Planned	Sampling		CIU	SAWPA	Main Lateral		12/30/2014 12:00:00 AM	11615		Sterling	Ave			Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero
<input type="checkbox"/>		09/30/2014	TEST_SAWPA	1094	Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test)	Planned	Sampling		CIU	SAWPA	Main Lateral		9/30/2014 12:00:00 AM	11615		Sterling	Ave			Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero
<input type="checkbox"/>		06/30/2014	TEST_SAWPA	1094	Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test)	Planned	Sampling		CIU	SAWPA	Main Lateral		6/30/2014 12:00:00 AM	11615		Sterling	Ave			Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero
<input type="checkbox"/>		03/31/2014	TEST_SAWPA	1094	Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test)	Planned	Sampling		CIU	SAWPA	Main Lateral		3/31/2014 12:00:00 AM	11615		Sterling	Ave			Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero

Task Status:

Back Batch Update Task Status NOTE: Tasks with a status of [Completed Successfully], [Cancelled], or [Failed] are ignored during batch update. Deselect All Select All Assign Due Date & Resources Batch

Critical High (No image) Normal Low

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1:30 PM 6/12/2014

Click under Edit (#20) if you want to see what the sampling task looks like:

Instruction Detail

Edit	Priority	Due Date	Facility Name	Facility ID	Task	Task Status	Task Type	Facility Legal Name	Facility Type	Facility Group	Sample Location	Assigned Resources	Last Inspection Date	Street Number	Street Direction	Street Name	Street Type	Street Sub Type	Street Sub Value Type	City	Zip	Map Page	Map Grid	Date Create	User Create	Date Update	User Update
<input type="checkbox"/> 		12/30/2014	TEST_SAWPA	1094	Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test)	Planned	Sampling	CIU	SAWPA	Main Lateral			12/30/2014 12:00:00 AM	11615		Sterling Ave				Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero
<input type="checkbox"/> 		09/30/2014	TEST_SAWPA	1094	Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test)	Planned	Sampling	CIU	SAWPA	Main Lateral			9/30/2014 12:00:00 AM	11615		Sterling Ave				Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero
<input type="checkbox"/> 		06/30/2014	TEST_SAWPA	1094	Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test)	Planned	Sampling	CIU	SAWPA	Main Lateral			6/30/2014 12:00:00 AM	11615		Sterling Ave				Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero
<input type="checkbox"/> 		03/31/2014	TEST_SAWPA	1094	Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test)	Planned	Sampling	CIU	SAWPA	Main Lateral			3/31/2014 12:00:00 AM	11615		Sterling Ave				Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero

Task Status:

Back Batch Update Task Status NOTE: Tasks with a status of [Completed Successfully], [Cancelled], or [Failed] are ignored during batch update. Deselect All Select All Assign Due Date & Resources Batch

Critical High (No image) Normal Low

Admin Mode User Mode

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This is the task information. This is where the sampling task status is updated (i.e. changed from planned to scheduled to completed). Click on the Sampling button (#21) to access the sampling task information (i.e. samples) as well as to print the chain of custody form.

The screenshot displays a web application interface for task management. The browser address bar shows the URL: [http://salts2/IPACS_TEST/Pages/Workflow/TaskDetail.aspx?taskId=783&duedate=03/31/2014&taskname=Hardness%20\(Report%20Ca%20and%20Mg\),V](http://salts2/IPACS_TEST/Pages/Workflow/TaskDetail.aspx?taskId=783&duedate=03/31/2014&taskname=Hardness%20(Report%20Ca%20and%20Mg),V). The page title is "Basic Information for Task ID: [783]. Task Name: [Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test)]".

The left sidebar contains the following navigation links:

- New Search
- Last Search Results
- Recent Tasks
 - Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test) due by 3/31/2014 12:00:00 AM
 - Inspection due by 12/31/2014 12:00:00 AM
 - Arsenic, Cadmium, Copper, Chromium, Nickel, Silver, Lead, Zinc, VWV, BOD/TSS, Billing due by 6/18/2014 12:00:00 AM
 - Arsenic, Cadmium, Copper, Chromium, Nickel, Silver, Lead, Zinc due by 6/18/2014 12:00:00 AM
- Task Detail
 - Task Basic Information
 - Assigned Resource
 - Associated Project
 - Attachment
 - Task Cost
 - Equipment
 - Reports

The main content area displays the "Task Detail" for Task ID 783. The task name is "Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test)". The due date is 3/31/2014, and the status is "Planned". The priority is "Normal". The facility is "TEST SAWPA (ID: 1094)". The sample location is "Main Lateral". The physical location is "11615 Sterling Ave, Riverside, CA, 92503". The task type is "Sampling". The project number is "--". The start datetime is 00:00, and the end datetime is 00:00. The duration hours are calculated. The comments field is empty. The "Must Complete By" field is empty.

The "Assigned Resources" section shows a warning icon and the text "There have been no resources assigned to this task. No records available".

At the bottom of the page, there is a "Back To Task Source" button and a "Sampling" button labeled #21. The footer includes the copyright notice "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and the logo "POWERED BY enfoTech". The system clock shows 1:33 PM on 6/12/2014.

Click on the samples submodule (#22) to look at the samples associated with this sampling task and on COC Report (#23) to generate a copy of the chain of custody form.

Basic Information for Sampling Event for (TEST_SAWPA; Main Lateral)

#22

Sampling Site Information

Facility Name: TEST_SAWPA

Sampling Location Name: Main Lateral

Sampling Location Description: MH outside facility

Sampling General Information

Task: [Icon]

Monitoring ID: 455

Sampling Start Date: 3/31/2014 00:00

Sampling End Date: 3/31/2014 00:00

Submitted but Incomplete: ☐

Reason: [Dropdown]

Authorized Date: [Dropdown]

Authorized By: [Dropdown]

Comments: [Text Area]

Sampling Purpose Information

Purpose: [Dropdown]

Requested By: [Dropdown] Add

#23

No records available

COC Report Bottle Label Authorize Save

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http://salts2/PACS_TEST/Pages/Monitoring/SamplingDetailResults.aspx

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1:36 PM 6/12/2014

This task can also be accessed through the Work Order module (#24) from anywhere in iPacs:

The screenshot displays the iPacs web application interface. A red arrow points to the 'Work Order' module in the top navigation bar, which is labeled with a box containing the number '#24'. The main content area shows the 'Basic Information for Sampling Event for (TEST_SAWPA; Main Lateral)'. The interface includes a left sidebar with navigation options like 'Search Sampling', 'Recent Sampling Items', and 'Sampling Information'. The main content area is divided into sections: 'Instruction Detail', 'Sampling Site Information' (with fields for Facility Name, Sampling Location Name, and Sampling Location Description), 'Sampling General Information' (with fields for Task, Monitoring ID, Sampling Start Date, Sampling End Date, Submitted but Incomplete, Reason, Authorized Date, Authorized By, and Comments), and 'Sampling Purpose Information' (with fields for Purpose and Requested By). A message at the bottom states 'No records available'. The browser's address bar shows the URL 'http://salts2/iPACS_TEST/Pages/Monitoring/SamplingDetail.aspx?MON_SAMP_ID=455'. The system tray at the bottom right shows the time as 1:38 PM on 6/12/2014.

Then select Task Management (#25):

http://salts2/iPACS_TEST/Pages/Workflow/Default.aspx

Monitoring Requirements for ... iPACS - Workflow Module ...

File Edit View Favorites Tools Help

OnBase 11.0.1.76 [Product...] OnBase 11.0.1.76 [Product...] SAWPA - Santa Ana Water... SAWPA - Santa Ana Water... Suggested Sites Web Slice Gallery

Welcome, cquintero | Logout | Account | Help | About

Home Site Permit **Work Order** Monitoring Waste Tracking Inspection SMR Compliance Inquiry Report Data Analysis Security Configuration My Account

Work Orders Application Home

New Project
Enter new project in the planning stage or one that is scheduled for execution in the New Project Wizard.

New Tasks
Schedule a new task using the New Task Wizard. Ad-Hoc tasks that are not planned through the Task Planner are typically created from this wizard.

New Work Requirement
Enter new facility requirements and department work requirement tasks by setting required frequency and occurrence.

New Task Templates
Configure task templates, triggers, and model business processes using system events and task template settings. Resource assignment and lead period are also configured here.

New Work Requirement Templates
Configure task planner templates to automate the task planner record creation.

Project Management
Manage ongoing, completed, suspended, and resumed projects.

Task Management
Enter task details, adjust schedules, allocate resources, and track task completion statuses.
Manage all task related issues

Task Scheduler
Drag and drop calendar to schedule tasks

Work Requirement Management
Schedule newly planned tasks by modifying required due dates to fit schedule. Create new task requirement frequencies.

Task Template Management
Configure task templates, triggers, and model business processes using system events and task template settings. Resource assignment and lead period are also configured here.

Work Requirement Template Management
Configure task planner template to automate the task planner record creation.

Task Action Trigger Configuration
Configure task action triggers.

My Tasks
Enter task details, adjust schedule, and track task completion statuses for my tasks.

Admin Mode User Mode

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http://salts2/iPACS_TEST/Pages/Workflow/TaskSearch.aspx?view=SRCH

enfoTech

1:55 PM 6/12/2014

Enter the facility name (#25), then make sure the Assigned Resource field is blank (#26) [otherwise only tasks assigned to the user logged in will show up], then select the task type (#27) [sampling] in this case. Then click on 'Search' on the bottom of the screen.

The screenshot shows a web application titled "Task Search" with a sidebar on the left and a main content area. The sidebar contains links for "New Search", "Last Search Results", and "Recent Tasks". The "Recent Tasks" section lists several tasks with details like "Hardness (Report Ca and Mg)", "Inspection due by 12/31/2014", and "Arsenic, Cadmium, Copper, Chromium, Nickel, Silver, Lead, Zinc, VVW_BOD/ITSS, Billing due by 6/18/2014".

The main content area is titled "Task Search" and contains a "Task Search Criteria" section. This section has various input fields and dropdown menus. Three red arrows point to specific fields with labels in boxes:

- Arrow #25 points to the "Facility Name" field, which contains the text "test".
- Arrow #26 points to the "Assigned Resource" dropdown menu, which is currently blank.
- Arrow #27 points to the "Task Type" dropdown menu, which is set to "Sampling".

Below the "Task Search Criteria" section is a "Physical Location Criteria" section with fields for "Street Number", "Street Name", and "Street Type".

The bottom of the screen shows a Windows taskbar with various application icons and a system clock indicating 1:58 PM on 6/12/2014.

This takes you to the same screen when the tasks were generated using the permit module:

http://salts2/PACS_TEST/Pages/WorkFlow/TaskSearch.aspx?view=SRCH

Monitoring Requirements for ... Task Search

Home Site Permit Work Order Monitoring Waste Tracking Inspection SMR Compliance Inquiry Report Data Analysis Security Configuration My Account

Welcome, cquintero | Logout | Account | Help | About

Search Task

New Search

Last Search Results

Recent Tasks

Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test) due by 3/31/2014 12:00:00 AM

Inspection due by 12/31/2014 12:00:00 AM

Arsenic, Cadmium, Copper, Chromium, Nickel, Silver, Lead, Zinc, VVW, BOD/TSS, Billing due by 6/18/2014 12:00:00 AM

Arsenic, Cadmium, Copper, Chromium, Nickel, Silver, Lead, Zinc due by 6/18/2014 12:00:00 AM

Task Search

Instruction Detail

Edit	Priority	Due Date	Facility Name	Facility ID	Task	Task Status	Task Type	Facility Legal Name	Facility Type	Facility Group	Sample Location	Assigned Resources	Last Inspection Date	Street Number	Street Direction	Street Name	Street Type	Street Sub Type	Street Sub Value Type	City	Zip	Map Page	Map Grid	Date Create	User Create	Date Update	User Update
<input type="checkbox"/>		03/31/2014	TEST_SAWPA	1094	Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test)	Planned	Sampling	CIU	SAWPA	Main Lateral			3/31/2014 12:00:00 AM	11615		Sterling	Ave			Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero
<input type="checkbox"/>		06/30/2014	TEST_SAWPA	1094	Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test)	Planned	Sampling	CIU	SAWPA	Main Lateral			6/30/2014 12:00:00 AM	11615		Sterling	Ave			Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero
<input type="checkbox"/>		09/30/2014	TEST_SAWPA	1094	Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test)	Planned	Sampling	CIU	SAWPA	Main Lateral			9/30/2014 12:00:00 AM	11615		Sterling	Ave			Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero
<input type="checkbox"/>		12/30/2014	TEST_SAWPA	1094	Hardness (Report Ca and Mg), VSS, BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test)	Planned	Sampling	CIU	SAWPA	Main Lateral			12/30/2014 12:00:00 AM	11615		Sterling	Ave			Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero

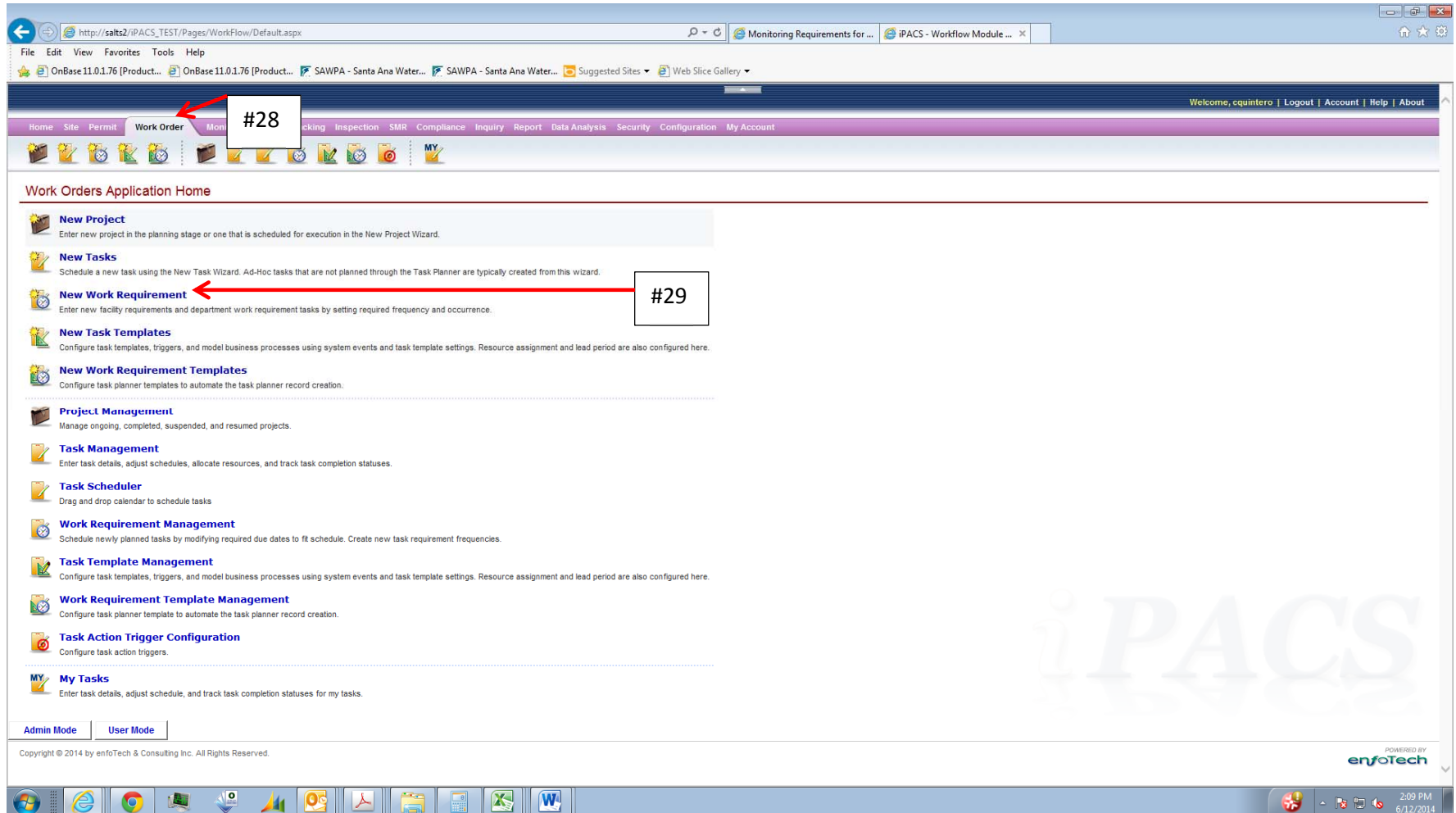
Task Status

Back Batch Update Task Status NOTE: Tasks with a status of [Completed Successfully], [Cancelled], or [Failed] are ignored during batch update. Deselect All Select All Assign Due Date & Resources Batch

2:00 PM 6/12/2014

2. Generating sampling tasks through the Work Order – Work Requirement module:

This is another option to create sampling tasks. The disadvantage of this method is that you will need to create a sampling task template as well. When sampling tasks are created from the permit module, iPacs automatically creates a task template based on the analysis groups defined in the permit limits submodule. Click on Work Order (#28) from anywhere in iPacs and then click on New Work Requirement (#29):



Enter a facility name and select the task type you are trying to create (sampling in this case, but this works as well for other task types, such as inspections). Click on 'Continue' (#32):

http://salt2/PACS_TEST/Pages/Workflow/TaskReqWizard1.aspx

Monitoring Requirements for ... Where -- Step 1: Select area...

Welcome, cquintero | Logout | Account | Help | About

Home | Tool | Report | Work Order | Monitoring | Waste Tracking | Inspection | M&M | Compliance | Inquiry | Report | Data Analysis | Settings | Configuration | My Account

New Work Requirement

Where -- Step 1: Select area to work with(Select Task Type and Facility Search)

Instruction Detail

Select Type and Identifier

Facility ID

Facility Name test

Task Type Sampling

Facility Legal Name

Sample Location

Cancel Continue >

Admin Mode User Mode

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2:13 PM 6/12/2014

Select the facility (#33) and click continue (#34):

The screenshot shows a web application interface for selecting a facility. The browser address bar shows the URL: http://salts2/PACS_TEST/Pages/Workflow/TaskFreqWizard1.aspx?view=1&value=. The page title is "Monitoring Requirements for ...". The page content includes a navigation bar with links: Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, My Account. The main content area is titled "Where -- Step 1: Select area to work with(Pick Facilities to work on)". Below this title is a yellow bar labeled "Instruction Detail" with the number #33. Below the yellow bar is a table titled "Task Facility". The table has columns: Facility ID, Facility Name, Facility Legal Name, Sample Location Name, Sample Location Description, and Sample Location Status. The first row of the table is highlighted with a red arrow pointing to it from a box labeled #33. The first row contains the following data: Facility ID: 1094, Facility Name: TEST_SAWPA, Facility Legal Name: (empty), Sample Location Name: Main Lateral, Sample Location Description: MH outside facility, Sample Location Status: Active. Below the table is a "Cancel" button and a "Continue" button. The "Continue" button is highlighted with a box labeled #34. The page footer includes "Admin Mode" and "User Mode" tabs, "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.", and the "enfoTech" logo.

Where -- Step 1: Select area to work with(Pick Facilities to work on)

Instruction Detail #33

Facility ID	Facility Name	Facility Legal Name	Sample Location Name	Sample Location Description	Sample Location Status
<input checked="" type="checkbox"/>	1094	TEST_SAWPA	Main Lateral	MH outside facility	Active

1 of 1

Export to Excel

Cancel

< Previous Continue >

#34

Admin Mode User Mode

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You now have to select a task template. There are a few tasks templates already created, so you can select any of these, but you will need to create a new one if you need to sample for something that is not covered in any of the templates (see separate instruction module on how to create sampling task templates). In this case I selected (#35) the 'SAWPA Metals Sampling' task template since I will assume I want to sample for metals. Then scroll all the way to the bottom of the page and click 'Continue':

The screenshot shows the 'Task Frequency Wizard' web application. A red box labeled '#35' highlights the 'SAWPA Metals Sampling' task template in the list. The list contains various water quality parameters and sampling methods. The bottom of the page shows a Windows taskbar with the date 6/12/2014 and time 2:18 PM.

Task Template	Sampling	Notes
SAWPA Dissolved Organic Carbon (SM 5310C/EPA 9060), TSS, VSS, pH field test, Total Copper, Total Zinc	Sampling	NULL
SAWPA Dissolved Organic Carbon (SM 5310C/EPA 9060), VSS (SM 2540E/EPA 160.4), TDS (SM 2540 C), pH field test, Total Copper, Total Zinc	Sampling	NULL
SAWPA Hardness (Report Ca and Mg) [SM 2340B], Alkalinity (as CaCO3) Report Hydroxide / Carbonate / Bicarbonate (SM 2320B)	Sampling	NULL
SAWPA Hardness (Report Ca and Mg) [SM 2340B], Alkalinity (as CaCO3) Report Hydroxide / Carbonate / Bicarbonate (SM 2320B), pH field test, BOD (SM 5210B), VSS (SM 2540E/EPA 160.4), TSS (SM 2540D)	Sampling	NULL
SAWPA Hardness (Report Ca and Mg) [SM 2340B], Arsenic, Cadmium, Copper, Chromium, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), BOD (SM 5210B), TSS (SM 2540D), Dissolved Organic Carbon (SM 5310C/EPA 9060), VSS (SM 2540E/EPA 160.4), TDS (SM 2540 C), pH field test	Sampling	NULL
SAWPA Hardness (Report Ca and Mg) [SM 2340B], BOD (SM 5210B), TSS (SM 2540D), VSS, TDS	Sampling	NULL
SAWPA Hardness (Report Ca and Mg) [SM 2340B], BOD (SM 5210B), DOC (SM 5310C), TDS (SM 2540C), TSS (SM 2540D), VSS (SM 2540E)	Sampling	NULL
SAWPA Hardness (Report Ca and Mg) [SM 2340B], pH field test, BOD (SM 5210B), VSS (SM 2540E/EPA 160.4), TSS (SM 2540D), Alkalinity (as CaCO3) [SM 2320B] - Report Hydroxide, Carbonate, Bicarbonate.	Sampling	NULL
SAWPA Hardness (Report Ca and Mg) [SM 2340B], Sulfide - Total (SM 4500S D), Sulfide - Diss. (field flocculation) [SM 4500S D], O&G Total/Non-Polar/Polar-FOG, BOD (SM 5210B), TSS (SM 2540D), Dissolved Organic Carbon (SM 5310C/EPA 9060), TSS, VSS, TDS, VSS (SM 2540E/EPA 160.4), TDS (SM 2540 C), pH field test	Sampling	NULL
SAWPA Hardness (Report Ca and Mg) [SM 2340B], TSS, BOD (SM 5210B), TSS (SM 2540D)	Sampling	NULL
SAWPA ICP Metals: Ca / Mg / Na / K / Fe / Si (EPA 200.7/200.8), Phosphorus (Total, Dissolved) [SM 4500 - P], Orthophosphate, total and dissolved (SM 4500-P E)	Sampling	Sampling for As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn
SAWPA Metals Sampling	Sampling	Sampling for As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn
SAWPA PCBs (EPA 608), WW_624	Sampling	NULL
SAWPA Pesticides Test	Sampling	NULL
SAWPA pH field test, Hardness (Report Ca and Mg) (EPA 200.7), Arsenic, Cadmium, Copper, Chromium, Nickel, Silver, Lead, Zinc, Mercury (All metals per EPA 200.7/200.8), BOD (SM 5210B), TSS (SM 2540D), VSS (SM 2540E/EPA 160.4), DOC (SM 5310C/EPA 9060), TDS (SM 2540C) Calcium - Dissolved (EPA 200.7)	Sampling	NULL
SAWPA pH field test, OLS Metals (Cr, Zn)	Sampling	NULL
SAWPA Phosphorus - Total (SM 4500 - P), Orthophosphate, total and dissolved (SM 4500-P E), Thermogravimetric Analysis (TGA), X-Ray Diffraction Analysis (XRD), ICP Metals (Calcium, Magnesium, Sodium, Potassium, Iron, Silica) [EPA 200.7/200.8], Orthophosphate - Total/Dissolved [SM 4500-P E], Phosphorus - Dissolved [SM 4500-P]	Sampling	NULL
SAWPA Priority Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), Sulfide - Diss. (field flocculation), WW_H, WW_ICP, WW_TM, WW_HG, WW_BOD/TSS, Billing, WW_DOC/TOC, WW_TS, VSS, TDS, pH field test	Sampling	NULL
SAWPA Priority Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), WW_BOD/TSS, Billing, WW_DOC/TOC, VSS, TDS, pH field test	Sampling	NULL
SAWPA Sulfide - Total (SM 4500S D), Sulfide - Diss. (field flocculation) [SM 4500S D], TTD (EPA 625), Radioactivity	Sampling	NULL
SAWPA Sulfide - Total (SM 4500S D), Sulfide - Diss. (field flocculation) [SM 4500S D], TTD (EPA 625), Total Calcium, Radioactivity	Sampling	NULL
SAWPA TTD Test	Sampling	NULL
SAWPA WW_H, WW_ICP, WW_TM, WW_HG	Sampling	NULL
SBMWD Alkalinity (as CaCO3) Report Hydroxide / Carbonate / Bicarbonate (SM 2320B)	Sampling	NULL
SBMWD Alkalinity (as CaCO3) Report Hydroxide / Carbonate / Bicarbonate (SM 2320B), BOD (SM 5210B), TSS (SM 2540D), VSS (SM 2540E/EPA 160.4), TDS (SM 2540 C), pH field test	Sampling	NULL
SBMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), Dissolved Organic Carbon (SM 5310C/EPA 9060), FOG (report total, non-polar, polar) [EPA 166-4], VSS (SM 2540E/EPA 160.4), TDS (SM 2540 C)	Sampling	NULL
SBMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), Hardness (Report Ca and Mg) [SM 2340B], BOD (SM 5210B), TSS (SM 2540D), Dissolved Organic Carbon (SM 5310C/EPA 9060), VSS (SM 2540E/EPA 160.4), TDS (SM 2540 C), pH field test	Sampling	NULL
SBMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), Hardness (Report Ca and Mg) [SM 2340B], Calcium - Dissolved, BOD (SM 5210B), TSS (SM 2540D), Dissolved Organic Carbon (SM 5310C/EPA 9060), VSS, TDS, pH field test	Sampling	NULL
SBMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), Hardness (Report Ca and Mg) [SM 2340B], O&G Total/Non-Polar/Polar-FOG, Dissolved Organic Carbon (SM 5310C/EPA 9060), FOG (report total, non-polar, polar) [EPA 166-4], pH field test, Sulfide - Total, Dissolved (field test), BOD (SM 5210B), TSS (SM 2540C), TSS (SM 2540D)	Sampling	NULL
SBMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), Hardness (Report Ca and Mg) [SM 2340B], PCBs (EPA 608), Cyanide - Total / Amenable (SM 4500 CH), Sulfide - Total (SM 4500S D), Sulfide - Diss. (field flocculation) [SM 4500S D], O&G Total/Non-Polar/Polar-FOG, BOD (SM 5210B), TSS (SM 2540D), WW_624, Dissolved Organic Carbon (SM 5310C/EPA 9060), FOG (report total, non-polar, polar) [EPA 166-4], VSS (SM 2540E/EPA 160.4), TDS (SM 2540 C), pH field test	Sampling	NULL
SBMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), Hardness (Report Ca and Mg) [SM 2340B], Pesticides (EPA 608), Cyanide - Total / Amenable (SM 4500 CH), Sulfide - Total (SM 4500S D), Sulfide - Diss. (field flocculation) [SM 4500S D], BOD (SM 5210B), TSS (SM 2540D), Dissolved Organic Carbon (SM 5310C/EPA 9060), FOG (report total, non-polar, polar) [EPA 166-4], VSS (SM 2540E/EPA 160.4), TDS (SM 2540 C), pH field test	Sampling	NULL
SBMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), Hardness (Report Ca and Mg) [SM 2340B], Sulfide - Diss. (field flocculation) [SM 4500S D], BOD (SM 5210B), TSS (SM 2540D), Dissolved Organic Carbon (SM 5310C/EPA 9060), Total Sulfide (SM 4500S D), VSS (SM 2540E/EPA 160.4), TDS (SM 2540 C), pH field test	Sampling	NULL
SBMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), Sulfide - Diss. (field flocculation) [SM 4500S D], BOD (SM 5210B), TSS (SM 2540D), Dissolved Organic Carbon (SM 5310C/EPA 9060), WW_TS, VSS (SM 2540E/EPA 160.4), TDS (SM 2540 C), pH field test	Sampling	NULL
SBMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), TDS (SM 2540C), Dissolved Organic Carbon (SM 5310C/EPA 9060), FOG (report total, non-polar, polar) [EPA 166-4]	Sampling	NULL

This page should look familiar from the sampling requirements in the permit module. This is where the start/end date is entered, as well as when the first sample is due, as well as the sampling frequency (remember that in the permit module, the sampling frequency was defined in the permit limits). I'll assume monthly sampling is required for metals for the upcoming year (starting July 1, 2014). Since this is a monthly sample, the first required date should be 7/31/2014. Then click continue at the bottom of the page:

The screenshot shows a web browser window with the URL `http://salts2/IPACS_TEST/Pages/Workflow/TaskFreqWizard.aspx?view=1&from=8&value=8&tempid=239`. The browser tabs include "Monitoring Requirements for ..." and "Task Frequency Wizard". The application interface has a top navigation bar with links like "Home", "Permit", "Work Order", "Monitoring", "Value Tracking", "Inspector", "SAM", "Compliance", "Inquiry", "Report", "Data Analysis", "Security", "Configuration", and "My Account". A sidebar on the left titled "New Work Requirement" contains a list of steps: 1. (Where): Select Areas To Work With, 2. (What): Select Task Template, 3. (When): Specify Frequency and Interval, and 4. Review & Finish. The main content area is titled "Task Frequency Wizard" and features an "Instruction Detail" section. Below this is the "Select frequency and interval" section, which includes a "Date Range Selector" dropdown, and input fields for "Start Date" (7/1/2014), "End Date" (6/30/2015), "First Required Date" (7/31/2014), "Frequency" (Monthly), and "# of Times" (per frequency). At the bottom of this section are "Cancel", "< Previous", and "Continue >" buttons. The footer of the application shows "Admin Mode" and "User Mode" tabs, a copyright notice for 2014 by entoTech & Consulting Inc., and the entoTech logo. The Windows taskbar at the bottom displays the system clock as 2:22 PM on 6/12/2014.

You'll get the following screen then click 'Finish' (#36):


The screenshot shows a web browser window with the URL `http://salt2/iPACS_TEST/Pages/WorkFlow/TaskFreqWizard.aspx?view=1&from=&value=&tempid=210&start=7/1/2014&end=6/30/2015&require=7/3`. The browser tabs include "Monitoring Requirements for ..." and "Task Frequency Wizard". The application interface has a top navigation bar with links like "Home", "Tools", "Permissions", "Work Order", "Monitoring", "Asset Tracking", "Inventory", "MIS", "Compliance", "Inquiry", "Reports", "New Analysis", "Security", "Configuration", and "My Account". A sidebar on the left titled "New Work Requirement" contains a list of steps: 1. (Where): Select Areas To Work With, 2. (What): Select Task Template, 3. (When): Specify Frequency and Interval, and 4. Review & Finish (which is highlighted). The main content area is titled "Task Frequency Wizard" and contains an "Instruction Detail" section. Below this is the "Planned Task Detail" section, which displays the following information:

Start Date	7/1/2014
End Date	6/30/2015
First Required Date	7/31/2014
Frequency	Monthly
# of Times	
Task Type	Sampling
Task Template Name	SAWPA Metals Sampling

At the bottom of the wizard, there are three buttons: "Cancel", "< Previous", and "Finish". A box with the number "#36" is overlaid on the right side of the screen. The footer of the application includes "Admin Mode" and "User Mode" links, a copyright notice "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.", and the "enfoTech" logo with the text "POWERED BY". The Windows taskbar at the bottom shows the time as 2:22 PM on 6/12/2014.

This has created a work requirement. Now click under detail (#37):

The screenshot shows a web application interface for managing work requirements. The browser address bar displays the URL: `http://salts2/iPACS_TEST/Pages/Workflow/TaskPlannerSearchViewFreq.aspx?view=RSLT`. The application has a top navigation bar with links like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. A sidebar on the left contains sections for 'Search Work Requirement' (with 'New Search' and 'Last Search Results' buttons) and 'Recent Work Requirement' (listing several items with IDs like 1094, 1007, 1069, and 1029). The main content area shows a 'Search Result' for 'Task Planner Search'. A yellow box highlights the 'Instruction Detail' section, with a red arrow pointing to the 'Detail' link for item 1094. A table below shows the search results:

Detail	Facility ID	Facility Name	Facility Type	Facility Group	Task Template	Start Date	End Date	No. Of Time	Frequency	Status	Sample Location
	1094	TEST_SAWPA	CIU	SAWPA	SAWPA Metals Sampling	07/01/2014	06/30/2015	1	Monthly	Pending	Main Lateral

Below the table, there is a 'Detail' button and a 'Back' button. The status '1 of 1' and an 'Export to Excel' link are also visible. The footer of the application includes the copyright notice 'Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.' and the 'enfoTech' logo.

And then click under manually generate tasks (#38):

The screenshot displays the PACS TEST application interface. The browser address bar shows the URL: http://salts2/pacs_TEST/Pages/WorkFlow/TaskReqDetail.aspx?callfrom=PlannerSearch. The application header includes a navigation menu with options like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The main content area is titled 'Work Requirement Detail : TEST_SAWPA, SAWPA Metals Sampling, Monthly'. Below this, the 'Instruction Detail' section shows the 'Work Requirement Basic Info' for Facility ID 1094, Facility TEST_SAWPA, Sample Location Main Lateral, Start Date 07/01/2014, End Date 06/30/2015, Sampling Start Date 7/31/2014, Next Run Date, Task Template SAWPA Metals Sampling, Task Type Sampling, Frequency Monthly, # of Times 1, and Status Pending. At the bottom of the instruction detail section, there is a green button labeled 'Manually Generate Tasks', which is highlighted by a red arrow and a box containing the number '#38'. Other buttons at the bottom include 'Cancel Work Requirement', 'Save', and 'Cancel the Task Requirement'. The footer of the application shows 'Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.' and the enfoTech logo.

This will generate the sampling tasks based on the work requirement details:

Task Search Result

Instruction Detail

	Edit	Priority	Due Date	Facility Name	Facility ID	Task	Task Status	Task Type	Facility Legal Name	Facility Type	Facility Group	Sample Location	Assigned Resources	Last Inspection Date	Street Number	Street Direction	Street Name	Street Type	Street Sub Type	Street Sub Value Type	City	Zip	Map Page	Map Grid	Date Create	User Create	Date Update	User Update	Pro Nu
<input type="checkbox"/>			06/28/2015	TEST_SAWPA	1094	SAWPA Metals Sampling	Planned	Sampling	CIU	SAWPA		Main Lateral		6/28/2015 12:00:00 AM	11615		Sterling Ave				Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero	
<input type="checkbox"/>			05/28/2015	TEST_SAWPA	1094	SAWPA Metals Sampling	Planned	Sampling	CIU	SAWPA		Main Lateral		5/28/2015 12:00:00 AM	11615		Sterling Ave				Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero	
<input type="checkbox"/>			04/28/2015	TEST_SAWPA	1094	SAWPA Metals Sampling	Planned	Sampling	CIU	SAWPA		Main Lateral		4/28/2015 12:00:00 AM	11615		Sterling Ave				Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero	
<input type="checkbox"/>			03/28/2015	TEST_SAWPA	1094	SAWPA Metals Sampling	Planned	Sampling	CIU	SAWPA		Main Lateral		3/28/2015 12:00:00 AM	11615		Sterling Ave				Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero	
<input type="checkbox"/>			02/28/2015	TEST_SAWPA	1094	SAWPA Metals Sampling	Planned	Sampling	CIU	SAWPA		Main Lateral		2/28/2015 12:00:00 AM	11615		Sterling Ave				Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero	
<input type="checkbox"/>			01/30/2015	TEST_SAWPA	1094	SAWPA Metals Sampling	Planned	Sampling	CIU	SAWPA		Main Lateral		1/30/2015 12:00:00 AM	11615		Sterling Ave				Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero	
<input type="checkbox"/>			12/30/2014	TEST_SAWPA	1094	SAWPA Metals Sampling	Planned	Sampling	CIU	SAWPA		Main Lateral		12/30/2014 12:00:00 AM	11615		Sterling Ave				Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero	
<input type="checkbox"/>			11/30/2014	TEST_SAWPA	1094	SAWPA Metals Sampling	Planned	Sampling	CIU	SAWPA		Main Lateral		11/30/2014 12:00:00 AM	11615		Sterling Ave				Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero	
<input type="checkbox"/>			10/30/2014	TEST_SAWPA	1094	SAWPA Metals Sampling	Planned	Sampling	CIU	SAWPA		Main Lateral		10/30/2014 12:00:00 AM	11615		Sterling Ave				Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero	
<input type="checkbox"/>			09/30/2014	TEST_SAWPA	1094	SAWPA Metals Sampling	Planned	Sampling	CIU	SAWPA		Main Lateral		9/30/2014 12:00:00 AM	11615		Sterling Ave				Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero	
<input type="checkbox"/>			08/31/2014	TEST_SAWPA	1094	SAWPA Metals Sampling	Planned	Sampling	CIU	SAWPA		Main Lateral		8/31/2014 12:00:00 AM	11615		Sterling Ave				Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero	
<input type="checkbox"/>			07/31/2014	TEST_SAWPA	1094	SAWPA Metals Sampling	Planned	Sampling	CIU	SAWPA		Main Lateral		7/31/2014 12:00:00 AM	11615		Sterling Ave				Riverside	92503			06/12/2014	cquintero	06/12/2014	cquintero	

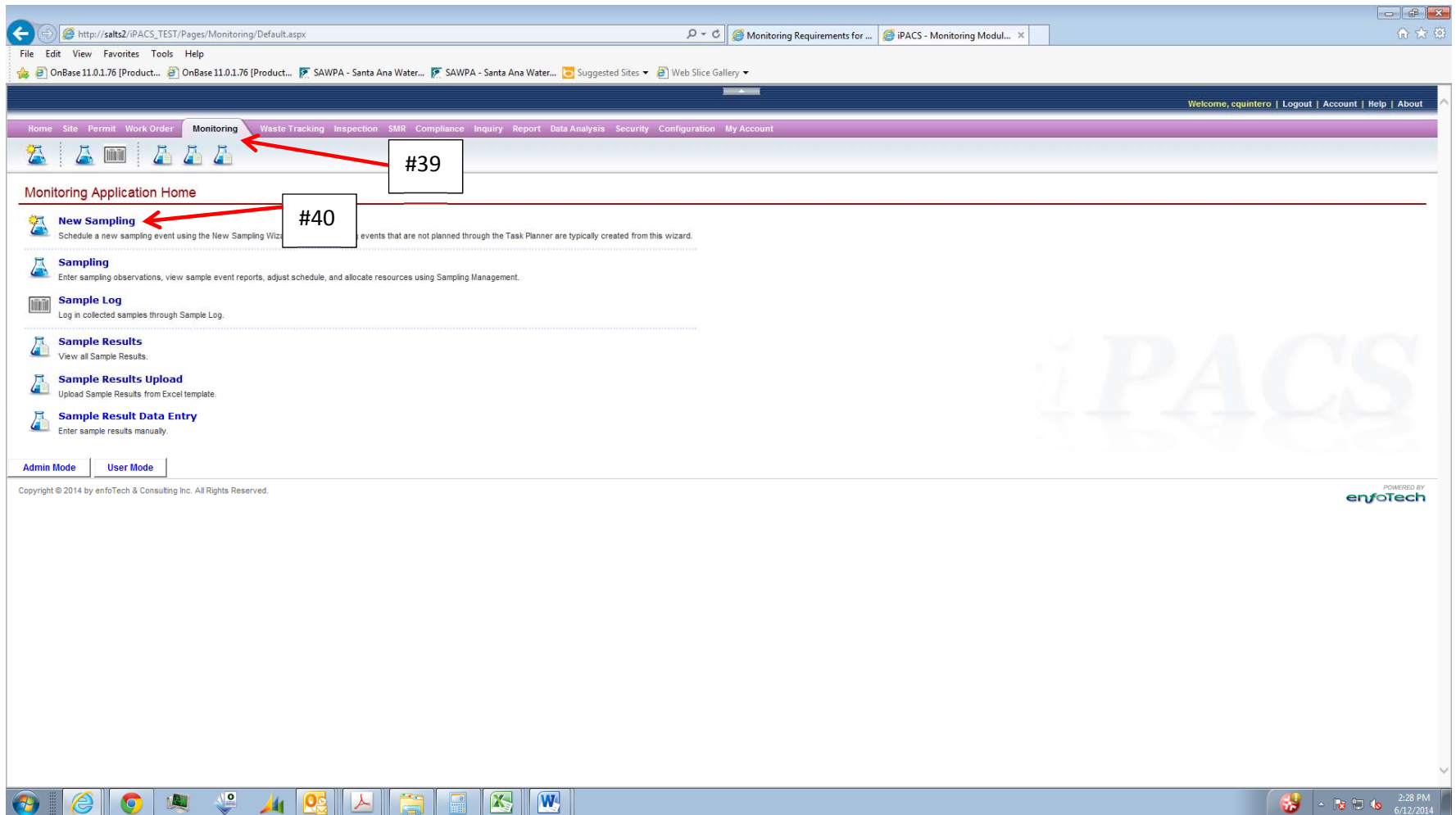
Task Status:

Back Batch Update Task Status NOTE: Tasks with a status of [Completed Successfully], [Cancelled], or [Failed] are ignored during batch update. Deselect All Select All Assign Due Date & Resources Batch Mail

Critical High (No image) Normal Low

3. Generating sampling requirements through the 'Monitoring' module:

This is the final way to generate a sampling task. The difference between generating tasks in the monitoring module is that the sampling dates need to be selected from a calendar. The work requirement allows you to define a start/end date and a frequency and iPacs will generate tasks based on these parameters. To access the Monitoring module, select the 'Monitoring' tab from anywhere in iPacs (#39), then select 'New Sampling' (#40):



Enter the facility name where you want to sample (#41), then click 'Continue' (#42):

The screenshot shows the 'New Sampling Wizard' interface with the 'Select Working Area' step active. A sidebar on the left lists the steps: 1. Select Working Area, 2. Select Task, 3. Select Date, 4. Select Users, and 5. Review and Finish. A yellow instruction box at the top states: 'Step 1: To create a new inspection/monitoring task, first select the working area for the new task to be generated. Search for the desired facility by populating all desired search fields with the appropriate search criteria (e.g. 'Bohrs' for Facility Name, '101A' for Sampling Location Name, etc.) and then selecting the appropriate facility for which the task will be created. (More information...)'. The 'Search Working Area' form contains the following fields: Facility ID, Facility Name (containing 'test'), Facility Legal Name, Facility Type (dropdown), Facility Group (dropdown), Monitoring Location Name, Permit Number, Street Number, Street Name, Street Type (dropdown), City, State (dropdown), and Zip Code. A red arrow points from a box labeled '#41' to the 'Facility Name' field. At the bottom right, a green 'Continue >' button is highlighted with a box labeled '#42'. The footer includes the copyright notice 'Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.' and the 'enfoTech' logo.

Select the Facility (#43) and then click 'Continue' (#44):

The screenshot shows a web browser window with the URL `http://salts2/iPACS_TEST/Pages/Monitoring/MonitoringNew.aspx?type=SAMP`. The page title is "Monitoring Requirements for ..." and the browser tab is "iPACS - New Sampling Wiz...". The application is titled "New Sampling Wizard" and is in the "Select Working Area" step. A sidebar on the left lists the steps: 1. Select Working Area, 2. Select Task, 3. Select Date, 4. Select Users, and 5. Review and Finish. A yellow box contains instructions: "Step 1: To create a new inspection/monitoring task, first select the working area for the new task to be generated. Search for the desired facility by populating all desired search fields with the appropriate search criteria (e.g. 'Bohrs' for Facility Name, '101A' for Sampling Location Name, etc.) and then selecting the appropriate facility for which the task will be created. (More information...)"

Facility ID	Facility Name	Facility Legal Name	Facility Type	Facility Group	Monitoring Location Name	Monitoring Location Description	Physical Location	Monitoring Location Type	Case Manager	Permit No.
1094	TEST_SAWPA		CIU	SAWPA	Main Lateral	MH outside facility	11615 Sterling Ave, Riverside, CA, 92503	Monitoring Point	Carlos Quintero	D1094-1

At the bottom of the table, it says "1 of 1" and "Export to Excel". Below the table are buttons for "Cancel", "< New Search", and "Continue >". A red arrow points to the "Facility ID" "1094" in the table, which is labeled #42. The "Continue >" button is labeled #43.

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Enter a specific task template name (#44) if you know it or click under 'Search' (#45) to see all available sampling task templates:

The screenshot displays the 'New Sampling Wizard' in the iPACS web application, specifically the 'Select Task' step. The interface includes a navigation menu on the left with options like 'Home', 'Site', 'Permit', 'Work Order', 'Monitoring', 'Waste Tracking', 'Inspection', 'SMR', 'Compliance', 'Inquiry', 'Report', 'Data Analysis', 'Security', 'Configuration', and 'My Account'. The 'Monitoring' section is active. The main content area shows instructions for selecting a task template, with a yellow box containing the text: 'Step 2: Select the task template for the new task to be generated. Search for the desired inspection/monitoring task template by populating all desired search fields with the appropriate search criteria (e.g. 'COMP 7Metals' or 'Inspection' for Task Template Name, 'Internal Task' for Task Template Type, etc.) and then selecting the appropriate inspection/monitoring task template for the new task to be created.' Below this, a 'Selected Values' section shows 'Working Area = TEST_SAWPA Main Lateral;' and a link to '(More information...)'. The 'Task Template Search Criteria' section contains several input fields: 'Task Template Name' (highlighted with a red arrow and labeled #44), 'Task Template Type' (a dropdown menu), 'Task Type' (a dropdown menu set to 'Sampling'), 'Status CD' (a dropdown menu set to 'A'), and 'Task Description' (a text area). At the bottom of the search criteria section are 'Cancel', '< Previous', and 'Search' buttons. The 'Search' button is labeled #45. The footer of the application shows 'Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.' and 'POWERED BY enfoTech'.

Select a task template (#46) (billing in this case) then click 'Continue' (#47):

Working Area - TEST_SAVIPA Main Lateral
(More information...)

Select Users
Review and Finish

Task Template Name	Task Type	Task Template Description	Status
<input type="checkbox"/> Adesa Monthly Monitoring	Sampling	BOD, TSS	Active
<input type="checkbox"/> Arlington Sampling	Sampling	Arlington quarterly sampling	Active
<input type="checkbox"/> Arsenic, Cadmium, Copper, Chromium, Nickel, Silver, Lead, Zinc	Sampling		Active
<input type="checkbox"/> Arsenic, Cadmium, Copper, Chromium, Nickel, Silver, Lead, Zinc, Total Hardness, BOD, TSS	Sampling		Active
<input type="checkbox"/> Arsenic, Cadmium, Copper, Chromium, Nickel, Silver, Lead, Zinc, WW_BOD/TSS, Billing	Sampling	Billing (Hardness, BOD/TSS)	Active
<input checked="" type="checkbox"/> Billing (Hardness, BOD/TSS)	Sampling	Sample BOD & TSS	Active
<input type="checkbox"/> BOD	Sampling		Active
<input type="checkbox"/> BOD, TSS	Sampling		Active
<input type="checkbox"/> BOD, TSS, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn)	Sampling		Active
<input type="checkbox"/> BOD, TSS, pH (field test)	Sampling		Active
<input type="checkbox"/> BOD, BOD, TSS	Sampling		Active
<input type="checkbox"/> Chino 2 East Routine	Sampling		Active
<input type="checkbox"/> Cyanide - Total / Amenable, Sulfide - Diss. (field flocculation), BOD, TSS, WW_DOC/TOC, Total Sulfide, WW_FOG, Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn), pH (field test)	Sampling		Active
<input type="checkbox"/> Desalter Sampling	Sampling		Active
<input type="checkbox"/> EMWD Alkalinity (as CaCO3) Report Hydroxide / Carbonate / Bicarbonate (SM 2320B)	Sampling	NULL	Active
<input type="checkbox"/> EMWD Alkalinity (as CaCO3) Report Hydroxide / Carbonate / Bicarbonate (SM 2320B), BOD (SM 5210B), TSS (SM 2540D), VSS (SM 2540E/EPA160.4), TDS (SM 2540 C), pH field test	Sampling	NULL	Active
<input type="checkbox"/> EMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), Dissolved Organic Carbon (SM 5310C/EPA 9060), FOG (report total, non-polar, polar) [EPA 1664], VSS (SM 2540E/EPA160.4), TDS (SM 2540 C)	Sampling	NULL	Active
<input type="checkbox"/> EMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), Hardness (Report Ca and Mg) [SM 2340B], BOD (SM 5210B), TSS (SM 2540D), Dissolved Organic Carbon (SM 5310C/EPA 9060), VSS (SM 2540E/EPA160.4), TDS (SM 2540 C), pH field test	Sampling	NULL	Active
<input type="checkbox"/> EMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), Hardness (Report Ca and Mg) [SM 2340B], Calcium - Dissolved, BOD (SM 5210B), TSS (SM 2540D), Dissolved Organic Carbon (SM 5310C/EPA 9060), TSS, VSS, TDS, pH field test	Sampling	NULL	Active
<input type="checkbox"/> EMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), Hardness (Report Ca and Mg) [SM 2340B], O&G Total/Non-Polar/Polar-FOG, Dissolved Organic Carbon (SM 5310C/EPA 9060), FOG (report total, non-polar, polar) [EPA 1664], pH field test, Sulfide - Total, Dissolved (field test), BOD (SM 5210B), TDS (SM 2540C), TSS (SM 2540D)	Sampling	NULL	Active
<input type="checkbox"/> EMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), Hardness (Report Ca and Mg) [SM 2340B], PCBs (EPA 608), Cyanide - Total / Amenable (SM 4500 CN), Sulfide - Total (SM 4500S D), Sulfide - Diss. (field flocculation) [SM 4500S D], O&G Total/Non-Polar/Polar-FOG, BOD (SM 5210B), TSS (SM 2540D), WW_624, Dissolved Organic Carbon (SM 5310C/EPA 9060), VSS (SM 2540E/EPA160.4), TDS (SM 2540 C), pH field test	Sampling	NULL	Active
<input type="checkbox"/> EMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), Hardness (Report Ca and Mg) [SM 2340B], Pesticides (EPA 608), Cyanide - Total / Amenable (SM 4500 CN), Sulfide - Total (SM 4500S D), Sulfide - Diss. (field flocculation) [SM 4500S D], BOD (SM 5210B), TSS (SM 2540D), Dissolved Organic Carbon (SM 5310C/EPA 9060), FOG (report total, non-polar, polar) [EPA 1664], VSS (SM 2540E/EPA160.4), TDS (SM 2540 C), pH field test	Sampling	NULL	Active
<input type="checkbox"/> EMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), Hardness (Report Ca and Mg) [SM 2340B], Sulfide - Total (SM 4500S D), Sulfide - Diss. (field flocculation) [SM 4500S D], BOD (SM 5210B), TSS (SM 2540D), Dissolved Organic Carbon (SM 5310C/EPA 9060), Total Sulfide (SM 4500S D), VSS (SM 2540E/EPA160.4), TDS (SM 2540 C), pH field test	Sampling	NULL	Active
<input type="checkbox"/> EMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), Sulfide - Diss. (field flocculation) [SM 4500S D], BOD (SM 5210B), TSS (SM 2540D), Dissolved Organic Carbon (SM 5310C/EPA 9060), WW_TS, VSS (SM 2540E/EPA160.4), TDS (SM 2540 C), pH field test	Sampling	NULL	Active
<input type="checkbox"/> EMWD Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc (EPA 200.7/200.8), TDS (SM 2540C), Dissolved Organic Carbon (SM 5310C/EPA 9060), FOG (report total, non-polar, polar) [EPA 1664]	Sampling	NULL	Active

1 2 3 4 5 6 7 8

Cancel

< Previous Continue >

200 of 367

#47

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enfoTech

2:35 PM
6/12/2014

A calendar will appear. Select when you want the sampling to take place (I selected the last working day of the month for the next 6 months). Unfortunately, if you scroll the calendar forward you will lose any selected tasks in the first months. So creating tasks this way is limited to any number of tasks within the 6-month period shown in the calendar. If you want to create tasks for say the next year. You will need to create 6 months' worth of tasks first, then start again to create the records for the following 6 months. This is definitely a disadvantage of creating sampling tasks this way. Once you select the dates, click Continue at the bottom of the screen:

The screenshot shows the 'New Sampling Wizard' interface in a web browser. The browser address bar shows the URL: `http://salts2/iPACS_TEST/Pages/Monitoring/MonitoringNew.aspx?type=SAMP`. The page has a navigation bar with links like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The 'Monitoring' tab is active.

On the left, there is a sidebar with the 'New Sampling Wizard' steps: 1. Select Working Area, 2. Select Task, 3. Select Date, 4. Select Users, and 5. Review and Finish. Step 3, 'Select Date', is currently selected.

A yellow error message box is displayed in the center, stating: (KEY ERROR ==> BBL YELLOWBUBBLE) Selected Values Working Area = TEST_SAWPA Main Lateral; Task = Billing (Hardness, BOD/TSS); (More information...)

Below the error message, there is a 'Due Date' section with a 'My Calendar' view. The calendar shows months from June 2014 to November 2014. The dates are arranged in a grid with days of the week (Su, Mo, Tu, We, Th, Fr, Sa) as headers. The calendar is currently showing June 2014, with the 30th selected. Navigation arrows are present to move between months.

At the bottom of the calendar section, there are 'Cancel', '< Previous', and 'Continue >' buttons.

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Assign the sampling tasks to a specific user, then click 'Continue' on the bottom of the page:

The screenshot shows a web browser window with the URL `http://salts2/iPACS_TEST/Pages/Monitoring/MonitoringNew.aspx?type=SAMP`. The page title is "Monitoring Requirements for ...". The browser tabs include "iPACS - New Sampling Wiz...". The page content is divided into two main sections: "Case Manager Responsibilities" and "Specific Users".

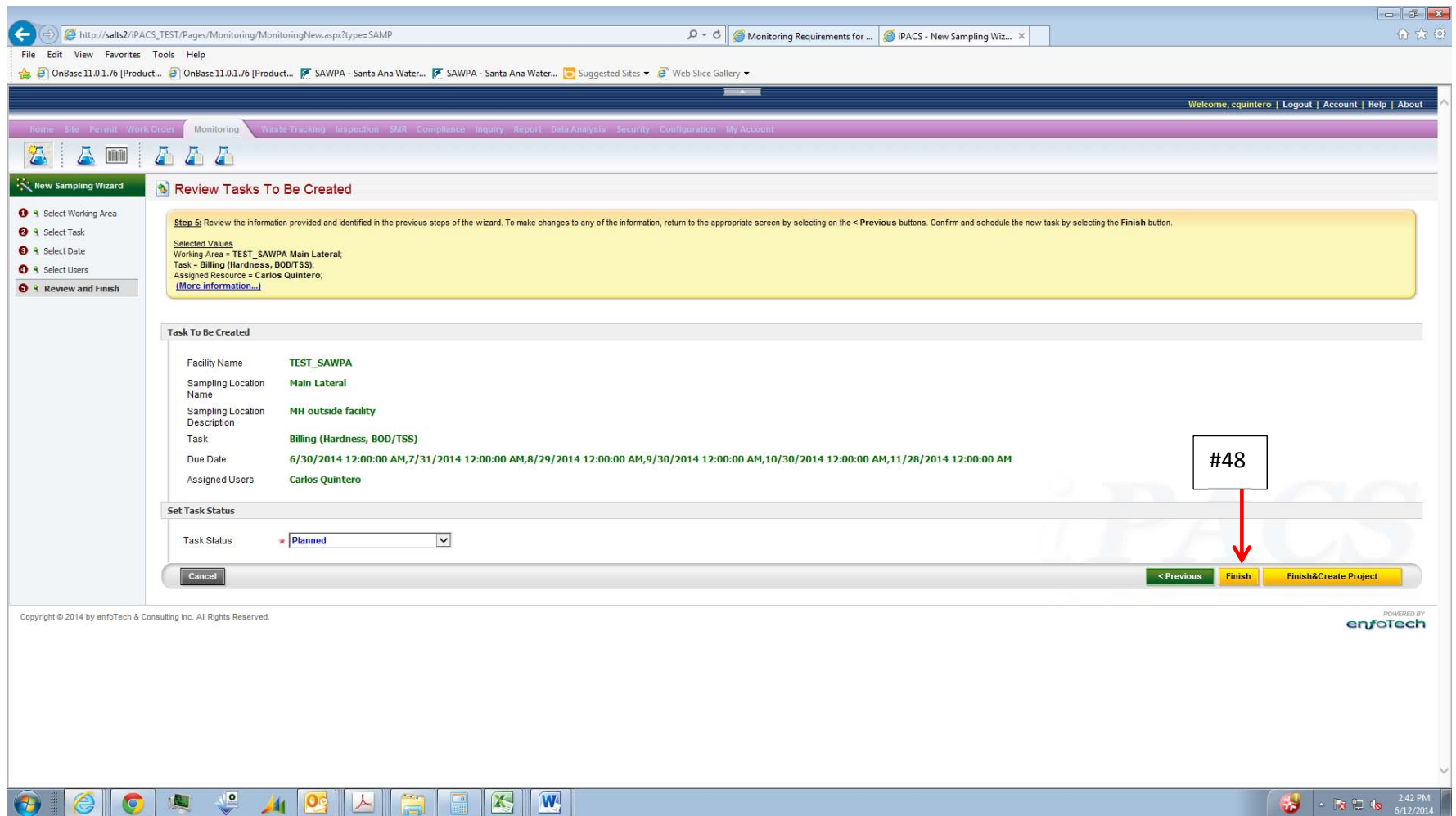
The "Case Manager Responsibilities" section displays a message: "No records available".

The "Specific Users" section contains a table with the following columns: "Login Name", "User Name", "Updated By", and "Updated Date". The table lists 43 users, with the first 42 rows visible. The user "cquintero" is selected, indicated by a checked checkbox in the first column.

	Login Name	User Name	Updated By	Updated Date
<input type="checkbox"/>	acoady	Andy Coady	System	4/22/2014 8:23:37 AM
<input type="checkbox"/>	asanders	Amaya Sanders	System	4/22/2014 8:25:01 AM
<input type="checkbox"/>	bburgett	Benjamin Burgett	System	5/15/2014 9:12:22 AM
<input type="checkbox"/>	bdickinson	Brian Dickinson	SAWPA MIG	11/20/2013 4:49:30 PM
<input type="checkbox"/>	bhodes	Branden Hodges	bhodes	5/5/2014 4:34:30 PM
<input type="checkbox"/>	btincher	Bob Tincher	SAWPA MIG	10/21/2013 12:26:54 PM
<input type="checkbox"/>	cjohnson	Chris Johnson	System	4/24/2014 8:58:55 AM
<input type="checkbox"/>	cpaterson	Chris Paterson	SAWPA MIG	10/21/2013 12:26:54 PM
<input type="checkbox"/>	cproctor	Craig Proctor	System	5/5/2014 4:32:58 PM
<input checked="" type="checkbox"/>	cquintero	Carlos Quintero	cquintero	6/12/2014 1:50:15 PM
<input type="checkbox"/>	dducasse	Dan Ducasse	SAWPA MIG	10/21/2013 12:26:54 PM
<input type="checkbox"/>	dkawai	Derrik Kawai	SAWPA MIG	11/20/2013 4:49:30 PM
<input type="checkbox"/>	dmartz	Dennis Martz	SAWPA MIG	10/21/2013 12:26:54 PM
<input type="checkbox"/>	druhl	David Ruhl	SAWPA MIG	10/21/2013 12:26:54 PM
<input type="checkbox"/>	dtrujillo	David Trujillo	System	5/22/2014 1:21:05 PM
<input type="checkbox"/>	dunger	Dean Unger	System	4/22/2014 8:23:46 AM
<input type="checkbox"/>	fkpfer	Fred Kpfer	System	4/24/2014 2:27:14 PM
<input type="checkbox"/>	gethridge	Gary Ethridge	System	4/22/2014 8:13:30 AM
<input type="checkbox"/>	gmccorkell	Greg McCorkell	System	5/29/2014 4:33:43 PM
<input type="checkbox"/>	gmurray	Gregg Murray	System	4/16/2014 7:56:32 AM
<input type="checkbox"/>	jfaber	John Faber	System	4/17/2014 8:18:30 AM
<input type="checkbox"/>	jim	Julio Im	System	4/28/2014 10:18:03 AM
<input type="checkbox"/>	jnelson	Jack Nelson	SAWPA MIG	10/21/2013 12:26:54 PM
<input type="checkbox"/>	joldenburg	Jerry Oldenburg	SAWPA MIG	10/21/2013 12:26:54 PM
<input type="checkbox"/>	jwrobel	John Wrobel	System	4/22/2014 8:12:04 AM

At the bottom of the table, it shows "43 of 43" and an "Export to Excel" button. Below the table is a "Cancel" button and a "Continue" button. The "Continue" button is highlighted in green.

Then click 'Finish' (#48):



This should generate the sampling tasks. You can then click on the notepad icon (#49) to go to the sampling task. You can also select a task (#49) and print a chain of custody form from this screen (#50):

Sampling Search Results

Instruction Detail

Select	Facility Name	Facility Legal Name	Monitoring Location Name	Monitoring Location Desc	Monitoring Start Date	Monitoring End Date	Task Status	Task Template Name
<input type="checkbox"/>	TEST_SAWPA		Main Lateral	MH outside facility	06/30/2014	06/30/2014	Planned	Billing (Hardness, BOD/TSS)
<input type="checkbox"/>	TEST_SAWPA		Main Lateral	MH outside facility	07/31/2014	07/31/2014	Planned	Billing (Hardness, BOD/TSS)
<input type="checkbox"/>	TEST_SAWPA		Main Lateral	MH outside facility	08/29/2014	08/29/2014	Planned	Billing (Hardness, BOD/TSS)
<input type="checkbox"/>	TEST_SAWPA		Main Lateral	MH outside facility	09/30/2014	09/30/2014	Planned	Billing (Hardness, BOD/TSS)
<input type="checkbox"/>	TEST_SAWPA		Main Lateral	MH outside facility	10/30/2014	10/30/2014	Planned	Billing (Hardness, BOD/TSS)
<input type="checkbox"/>	TEST_SAWPA		Main Lateral	MH outside facility	11/28/2014	11/28/2014	Planned	Billing (Hardness, BOD/TSS)

6 of 6 [Export to Excel](#)

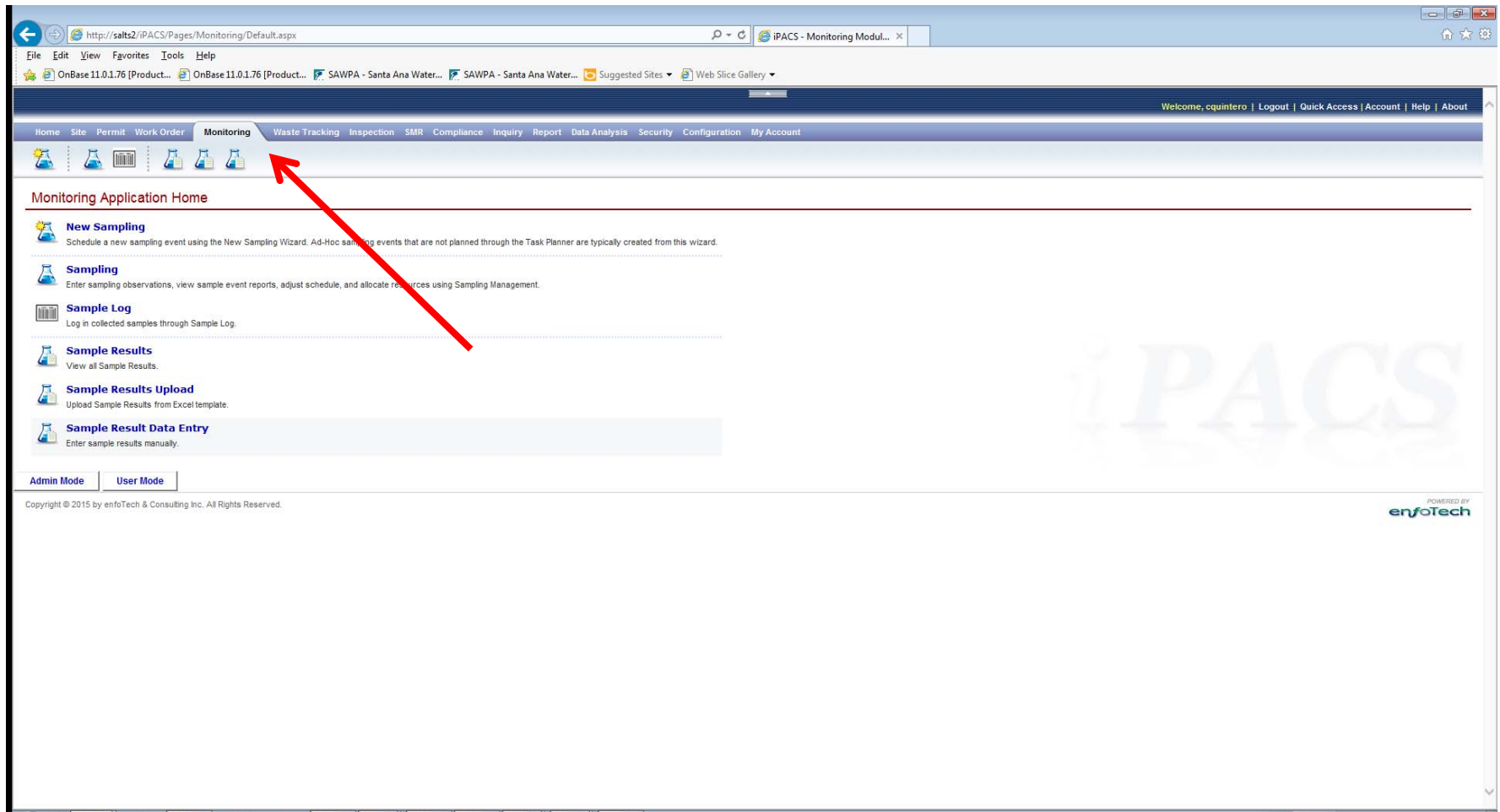
[Back](#) [Print COC](#) [Print Bottle Label](#) [Select All](#) [Deselect All](#) [Login Samples](#) [Submitted but Incomplete](#)

Admin Mode User Mode

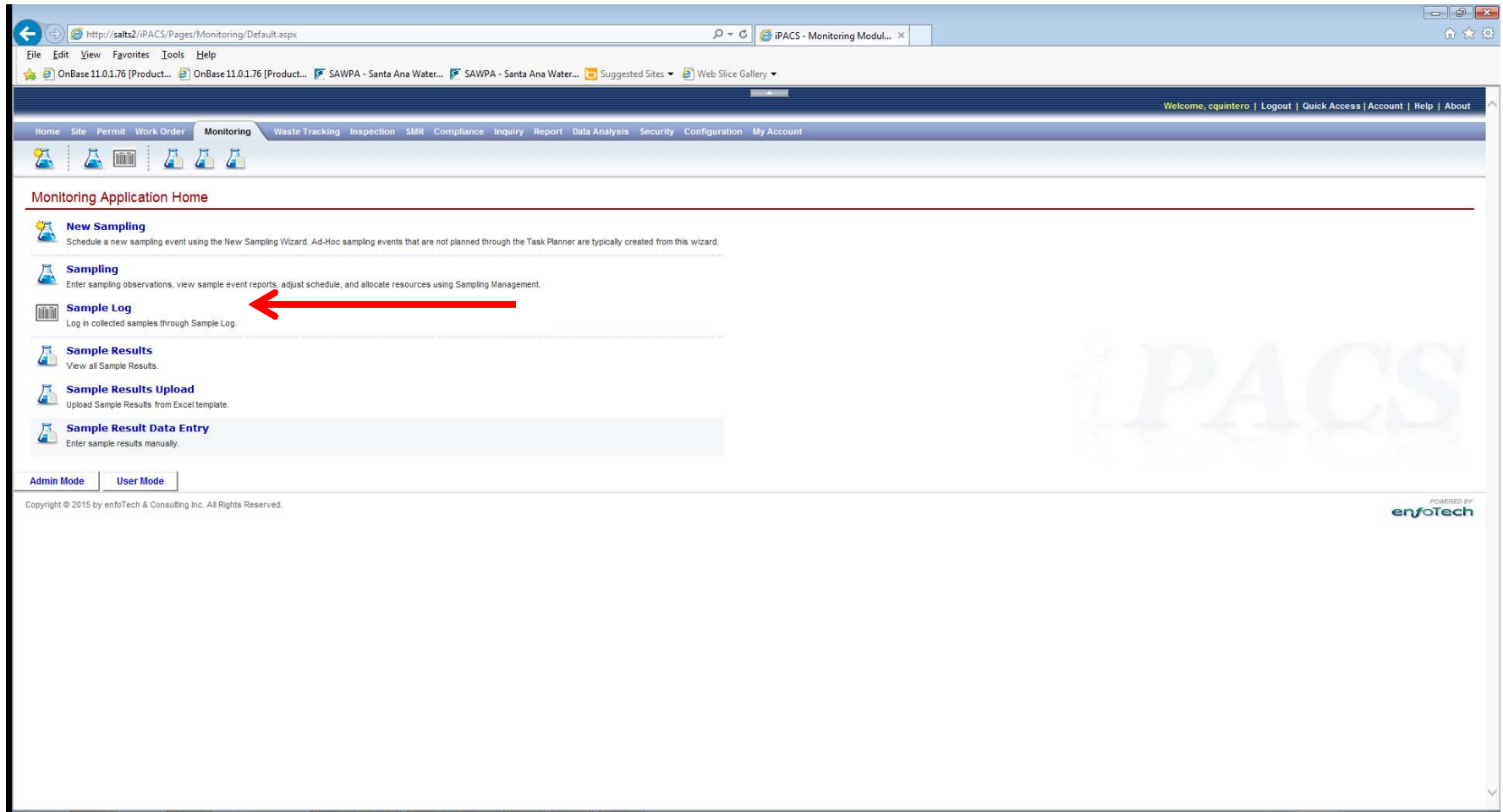
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Uploading Sampling Data

Uploading data from an Excel template can be accomplished through the Monitoring module:



The samples should be logged before uploading them. To do this, you can click on the “Sample Log” option:



Enter the Sample ID. This can be obtained from the Excel Report under SAMPLENAME (see Page 8) or from the Chain of Custody form provided that this is the Sample ID iPacs generated. If you used a different sample ID (i.e. not iPacs generated), you will need to create a sampling task in iPacs mirroring the same samples in the sampling event.

The screenshot displays the iPACS Monitoring/Login Samples web application. The browser address bar shows the URL <http://salts2/iPACS/Pages/Monitoring/Login.aspx>. The application has a top navigation bar with links like 'Home', 'Site', 'Permit', 'Work Order', 'Monitoring', 'Waste Tracking', 'Inspection', 'SMR', 'Compliance', 'Inquiry', 'Report', 'Data Analysis', 'Security', 'Configuration', and 'My Account'. The 'Monitoring' tab is active. On the left, a sidebar menu includes 'Search Sampling', 'Recent Sampling Items', and 'Login Sample'. The 'Login Sample' section is expanded, showing 'Login Samples' and 'Blank bottle label'. The main content area is titled 'Login Samples' and contains a 'Sample Information' section. This section has three radio buttons: 'Logged' (selected), 'Canceled', and 'No Analysis Requested'. Below these is a text input field labeled 'Enter / Scan ID:' with a red arrow pointing to it. A 'Login' button is located at the bottom right of the form. The footer of the page includes the copyright notice 'Copyright © 2015 by enfoTech & Consulting Inc. All Rights Reserved.' and the 'enfoTech' logo.

Once you enter the first sample ID, iPacs will display all samples associated with this monitoring event. You can then go ahead and check the boxes under Select (#1)

Login Samples

Instruction Detail

Sample Information

☒ Logged ☐ Canceled ☐ No Analysis Requested

Enter / Scan ID:

[Login](#)

Logged In Samples for this session

View Related	Sample Detail	Field Data	Facility Name	Collection Start Date	Collection End Date	Group Test Code
			SO-1	06/19/2015	06/19/2015	BOD (SM 5210B), VSS (SM2540E/EPA160.4), TSS (SM2320B), Alkalinity (as CaCO3) [SM2320B] - Report Hydroxide, Carbonate, Bicarbonate.
				1 of 1		Export to Excel

Other Samples Related to This Monitoring Event

Sample Detail	Collection Start Date	Collection End Date	Group Test Code	Logged ?	Select
1850	06/19/2015	06/19/2015	_1 -- Hardness (Report Ca and Mg) [SM 2340B]	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1851	06/19/2015	06/19/2015	_1 -- pH field test ONLY	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11482	06/19/2015	06/19/2015	Calcium - Dissolved	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12209	06/19/2015	06/19/2015	BOD (SM 5210B), VSS (SM2540E/EPA160.4), TSS (SM2320B), Alkalinity (as CaCO3) [SM2320B] - Report Hydroxide, Carbonate, Bicarbonate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12210	06/19/2015	06/19/2015	_1 -- Hardness (Report Ca and Mg) [SM 2340B]	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12211	06/19/2015	06/19/2015	Calcium - Dissolved	<input checked="" type="checkbox"/>	<input type="checkbox"/>
				6 of 6	Export to Excel

#1

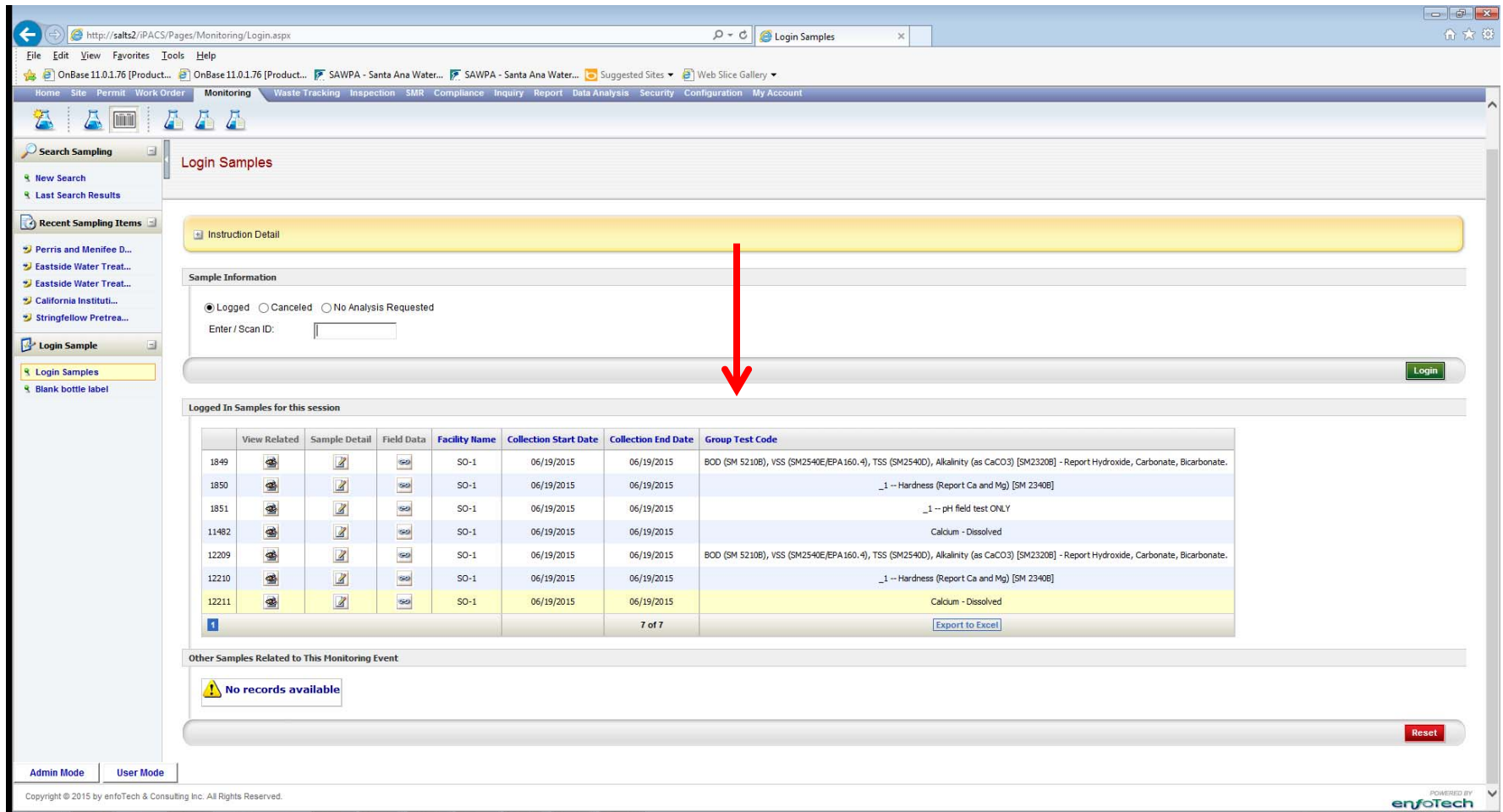
#2

[Login](#) [Reset](#)

Admin Mode User Mode

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Once the samples have been logged, they will appear in the “Logged In Samples for this Session” table:



The screenshot shows the 'Login Samples' web application. The interface includes a navigation menu on the left with options like 'Search Sampling', 'Recent Sampling Items', and 'Login Sample'. The main content area is titled 'Login Samples' and contains a 'Sample Information' section with radio buttons for 'Logged', 'Canceled', and 'No Analysis Requested'. Below this is a 'Login' button. A red arrow points from the 'Login' button to the 'Logged In Samples for this session' table.

Logged In Samples for this session

	View Related	Sample Detail	Field Data	Facility Name	Collection Start Date	Collection End Date	Group Test Code
1849				SO-1	06/19/2015	06/19/2015	BOD (SM 5210B), VSS (SM2540E/EPA160.4), TSS (SM2540D), Alkalinity (as CaCO3) [SM2320B] - Report Hydroxide, Carbonate, Bicarbonate.
1850				SO-1	06/19/2015	06/19/2015	_1 -- Hardness (Report Ca and Mg) [SM 2340B]
1851				SO-1	06/19/2015	06/19/2015	_1 -- pH field test ONLY
11482				SO-1	06/19/2015	06/19/2015	Calcium - Dissolved
12209				SO-1	06/19/2015	06/19/2015	BOD (SM 5210B), VSS (SM2540E/EPA160.4), TSS (SM2540D), Alkalinity (as CaCO3) [SM2320B] - Report Hydroxide, Carbonate, Bicarbonate.
12210				SO-1	06/19/2015	06/19/2015	_1 -- Hardness (Report Ca and Mg) [SM 2340B]
12211				SO-1	06/19/2015	06/19/2015	Calcium - Dissolved
					7 of 7		Export to Excel

Other Samples Related to This Monitoring Event

No records available

[Reset](#)

Admin Mode | User Mode

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At this point, you should go back to the “Sample Result Upload” section (this section can also be accessed by selecting the Monitoring module from the top ribbon and selecting it from the list (see Page 1 for list):

Search Sampling

- New Search
- Last Search Results

Recent Sampling Items

- Perris and Menifee D...
- Eastside Water Treat...
- Eastside Water Treat...
- California Instituti...
- Stringfellow Pretrea...

Login Sample

- Login Samples
- Blank bottle label

Welcome, cquintero | Logout | Quick Access | Account | Help | About

Home Site Permit Work Order **Monitoring** Waste Tracking Inspection SMR Compliance Inquiry Report Data Analysis Security Configuration My Account

Login Samples

Instruction Detail

Sample Information

☒ Logged ☐ Canceled ☐ No Analysis Requested

Enter / Scan ID:

Login

Logged In Samples for this session

	View Related	Sample Detail	Field Data	Facility Name	Collection Start Date	Collection End Date	Group Test Code
1849				SO-1	06/19/2015	06/19/2015	BOD (SM 5210B), VSS (SM2540E/EPA 160.4), TSS (SM2540D), Alkalinity (as CaCO3) [SM2320B] - Report Hydroxide, Carbonate, Bicarbonate.
1850				SO-1	06/19/2015	06/19/2015	_1 -- Hardness (Report Ca and Mg) [SM 2340B]
1851				SO-1	06/19/2015	06/19/2015	_1 -- pH field test ONLY
11482				SO-1	06/19/2015	06/19/2015	Calcium - Dissolved
12209				SO-1	06/19/2015	06/19/2015	BOD (SM 5210B), VSS (SM2540E/EPA 160.4), TSS (SM2540D), Alkalinity (as CaCO3) [SM2320B] - Report Hydroxide, Carbonate, Bicarbonate.
12210				SO-1	06/19/2015	06/19/2015	_1 -- Hardness (Report Ca and Mg) [SM 2340B]
12211				SO-1	06/19/2015	06/19/2015	Calcium - Dissolved
1						7 of 7	Export to Excel

Other Samples Related to This Monitoring Event

No records available

Reset

This will take you to the following screen:

The screenshot shows a web browser window with the URL `http://salts2/PPACS/Pages/Monitoring/SamplingUploadSamples.aspx`. The browser's address bar and tabs are visible. The application interface has a dark blue header with the text "Welcome, cquintero | Logout | Quick Access | Account | Help | About". Below the header is a navigation menu with tabs: Home, Site, Permit, Work Order, Monitoring (selected), Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The main content area is titled "Sampling Results Import" and contains an "Instruction Detail" section. Below this is an "Upload" section with the following fields and controls:

- Latest Excel Template: [SAMPDATA](#) (Last Updated on 3/17/2015 2:35:10 PM)
- Sample Results File:
- COC File:
- COC Included but not Attached: ☐

At the bottom right of the upload section is a green "Import" button. Below the upload section are two tabs: "Admin Mode" and "User Mode". The footer contains the copyright notice "Copyright © 2015 by enfoTech & Consulting Inc. All Rights Reserved." and the "enfoTech" logo with the text "POWERED BY" above it.

Before proceeding, you need to make sure the SAMPLENAME in the excel report has the sample ID. In the example shown below, you will need to remove any text information from the SAMPLENAME field and leave only a numeric value. For the Agencies using Babcock Laboratories, my recommendation is to request that the lab provides a report without any text values in this field. Also, you may want to save the excel file in a directory easily accessible.

B5F1919 FINAL EXCEL 25 Jun 15 1547.xls [Protected View] - Microsoft Excel																											
Protected View This file originated from an Internet location and might be unsafe. Click for more details. Enable Editing																											
E1 'SAMPLENAME'																											
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y		
	CLIENT	PROJECT	PROJECT	LabName	SAMPLENAME	LABSAMP	MATRIX	RPTMETH	SAMPDA	PREPDA	ANALDATE	BATCH	METHOD	METHOD	PREPNA	ANALYTE	CASNUM	SURROG	TIC	Result	DL	RL	UNITS	RPTMDL	BASIS		
2	SAWPA	-	SAWPA-C	[none]	Babcock 1849 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/18/2015	06/18/2015	5F18016	Solids-Vol	EPA 160.4	Analyzed	Volatle St NA	FALSE	FALSE	73	9	10	mg/L	FALSE	NA			
3	SAWPA	-	SAWPA-C	[none]	Babcock 1849 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/19/2015	06/19/2015	5F18064	Alkalinity	SM 2320B	Analyzed	Total Alka 471-34-1	FALSE	FALSE	980	6.8	12	mg/L	FALSE	NA			
4	SAWPA	-	SAWPA-C	[none]	Babcock 1849 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/19/2015	06/19/2015	5F18064	Alkalinity	SM 2320B	Analyzed	Hydroxide 14280-30-6	FALSE	FALSE	ND	6.8	12	mg/L	FALSE	NA			
5	SAWPA	-	SAWPA-C	[none]	Babcock 1849 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/19/2015	06/19/2015	5F18064	Alkalinity	SM 2320B	Analyzed	Carbonate 3812-32-6	FALSE	FALSE	ND	6.8	12	mg/L	FALSE	NA			
6	SAWPA	-	SAWPA-C	[none]	Babcock 1849 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/19/2015	06/19/2015	5F18064	Alkalinity	SM 2320B	Analyzed	Bicarbonate 71-52-3	FALSE	FALSE	1200	6.8	12	mg/L	FALSE	NA			
7	SAWPA	-	SAWPA-C	[none]	Babcock 1849 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/18/2015	06/18/2015	5F18016	Solids-Tot	SM 2540D	Analyzed	Total Susp ENV-710-0	FALSE	FALSE	100	7	10	mg/L	FALSE	NA			
8	SAWPA	-	SAWPA-C	[none]	Babcock 1849 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/19/2015	06/19/2015	5F18035	BOD	SM 5210B	Analyzed	Biochemic ENV-610-0	FALSE	FALSE	40	4	20	mg/L	FALSE	NA			
9	SAWPA	-	SAWPA-C	[none]	Babcock 1850 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/22/2015	06/22/2015	5F22065	CA_ICP_V	EPA 200.7	EPA 200.2	Calcium 7440-70-2	FALSE	FALSE	660	2.5	5.0	mg/L	FALSE	NA			
10	SAWPA	-	SAWPA-C	[none]	Babcock 1850 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/22/2015	06/22/2015	5F22065	MG_ICP_V	EPA 200.7	EPA 200.2	Magnesium 7439-95-4	FALSE	FALSE	150	2.5	5.0	mg/L	FALSE	NA			
11	SAWPA	-	SAWPA-C	[none]	Babcock 1850 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/22/2015	06/22/2015	5F22065	Hardness	SM 2340B	EPA 200.2	Total Harc NA	FALSE	FALSE	2300	1.8	15	mg/L	FALSE	NA			
12	SAWPA	-	SAWPA-C	[none]	Babcock 11482 001 / SO-1 (Canyon Park RV) Mag Meter (Disso	B5F1919-C	Liquid	Liquid	06/17/2015	06/23/2015	06/23/2015	5F23115	CA_ICP_V	EPA 200.7	200.7	No I Calcium 7440-70-2	FALSE	FALSE	620	1.0	2.0	mg/L	FALSE	NA			
13	SAWPA	-	SAWPA-C	[none]	Babcock 12209 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/18/2015	06/18/2015	5F18016	Solids-Vol	EPA 160.4	Analyzed	Volatle St NA	FALSE	FALSE	74	9	10	mg/L	FALSE	NA			
14	SAWPA	-	SAWPA-C	[none]	Babcock 12209 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/19/2015	06/19/2015	5F18064	Alkalinity	SM 2320B	Analyzed	Total Alka 471-34-1	FALSE	FALSE	990	6.8	12	mg/L	FALSE	NA			
15	SAWPA	-	SAWPA-C	[none]	Babcock 12209 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/19/2015	06/19/2015	5F18064	Alkalinity	SM 2320B	Analyzed	Hydroxide 14280-30-6	FALSE	FALSE	ND	6.8	12	mg/L	FALSE	NA			
16	SAWPA	-	SAWPA-C	[none]	Babcock 12209 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/19/2015	06/19/2015	5F18064	Alkalinity	SM 2320B	Analyzed	Carbonate 3812-32-6	FALSE	FALSE	ND	6.8	12	mg/L	FALSE	NA			
17	SAWPA	-	SAWPA-C	[none]	Babcock 12209 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/19/2015	06/19/2015	5F18064	Alkalinity	SM 2320B	Analyzed	Bicarbonate 71-52-3	FALSE	FALSE	1200	6.8	12	mg/L	FALSE	NA			
18	SAWPA	-	SAWPA-C	[none]	Babcock 12209 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/18/2015	06/18/2015	5F18016	Solids-Tot	SM 2540D	Analyzed	Total Susp ENV-710-0	FALSE	FALSE	110	7	10	mg/L	FALSE	NA			
19	SAWPA	-	SAWPA-C	[none]	Babcock 12209 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/19/2015	06/19/2015	5F18035	BOD	SM 5210B	Analyzed	Biochemic ENV-610-0	FALSE	FALSE	39	4	20	mg/L	FALSE	NA			
20	SAWPA	-	SAWPA-C	[none]	Babcock 12210 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/22/2015	06/22/2015	5F22065	CA_ICP_V	EPA 200.7	EPA 200.2	Calcium 7440-70-2	FALSE	FALSE	670	2.5	5.0	mg/L	FALSE	NA			
21	SAWPA	-	SAWPA-C	[none]	Babcock 12210 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/22/2015	06/22/2015	5F22065	MG_ICP_V	EPA 200.7	EPA 200.2	Magnesium 7439-95-4	FALSE	FALSE	150	2.5	5.0	mg/L	FALSE	NA			
22	SAWPA	-	SAWPA-C	[none]	Babcock 12210 001 / SO-1 (Canyon Park RV) Mag Meter	B5F1919-C	Liquid	Liquid	06/17/2015	06/22/2015	06/22/2015	5F22065	Hardness	SM 2340B	EPA 200.2	Total Harc NA	FALSE	FALSE	2300	1.8	15	mg/L	FALSE	NA			
23	SAWPA	-	SAWPA-C	[none]	Babcock 12211 001 / SO-1 (Canyon Park RV) Mag Meter (Disso	B5F1919-C	Liquid	Liquid	06/17/2015	06/23/2015	06/23/2015	5F23115	CA_ICP_V	EPA 200.7	200.7	No I Calcium 7440-70-2	FALSE	FALSE	610	1.0	2.0	mg/L	FALSE	NA			
24																											
25																											
26																											
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Once your excel file is in the right format, check the COC Included but not Attached box (#3) select Browse (#4) and select the file to be uploaded:

The screenshot shows a web browser window with the URL <http://salts2/ipacs/Pages/Monitoring/SamplingUploadSamples.aspx>. The page title is "Sampling Results Import". The navigation bar includes links for Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The "Monitoring" tab is active. Below the navigation bar, there is a section titled "Sampling Results Import". Under this section, there is a yellow bar labeled "Instruction Detail". Below that, there is an "Upload" section. In the "Upload" section, there is a "Latest Excel Template" link labeled "SAMPDATA (Last Updated on 3/17/2015 2:35:10 PM)". Below this, there are two input fields: "Sample Results File" and "COC File", each with a "Browse..." button. Below these fields, there is a checkbox labeled "COC Included but not Attached". A red arrow points from a box labeled "#4" to the "Browse..." button for the "Sample Results File" field. Another red arrow points from a box labeled "#3" to the "COC Included but not Attached" checkbox. At the bottom right of the "Upload" section, there is a green "Import" button. The footer of the page includes "Admin Mode" and "User Mode" tabs, a copyright notice "Copyright © 2015 by enfoTech & Consulting Inc. All Rights Reserved.", and the "enfoTech" logo with the text "POWERED BY" above it.

Sampling Results Import

Instruction Detail

Upload

Latest Excel Template: [SAMPDATA](#) (Last Updated on 3/17/2015 2:35:10 PM)

Sample Results File * Browse...

COC File Browse...

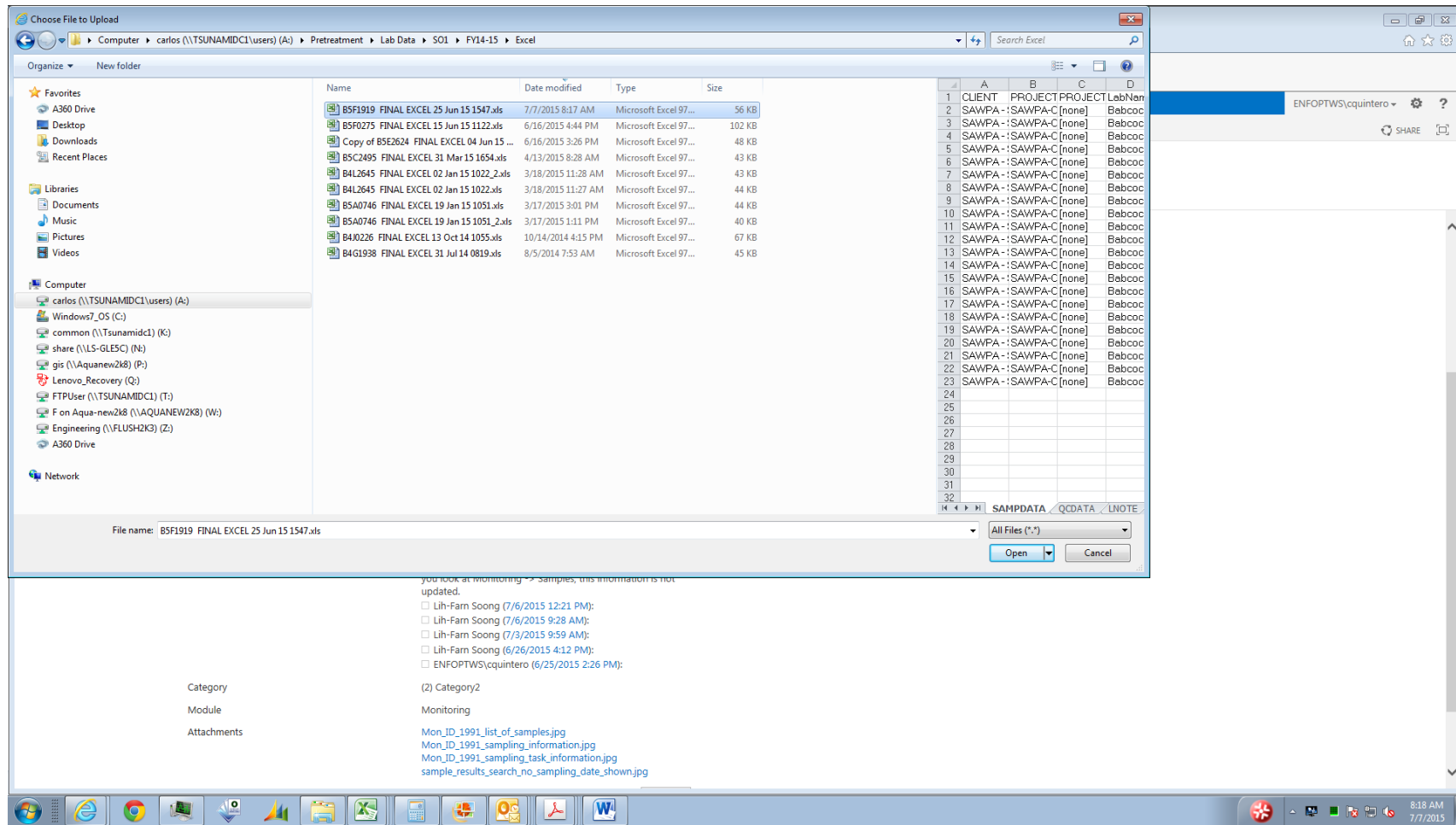
COC Included but not Attached ☐

Import

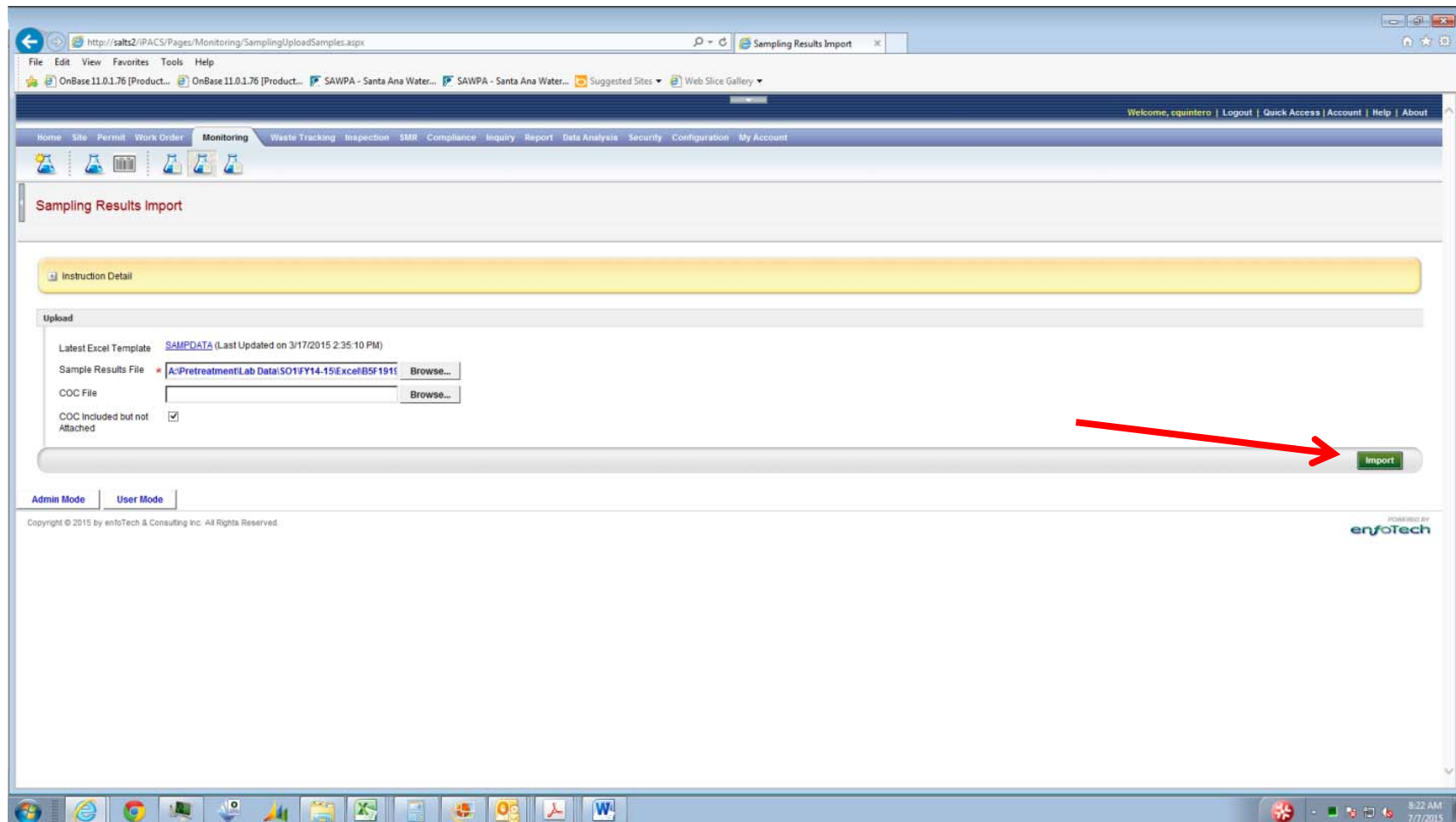
Admin Mode User Mode

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Once the file is selected, select “Open”:



And finally click on “Import”:



You should get a message indicating that the import was successful. You can report any error messages you get to SAWPA to make sure they are resolved.

The screenshot shows a web browser window with the URL <http://salts2/iPACS/Pages/Monitoring/SamplingUploadSamples.aspx>. The browser's address bar and tabs are visible. The application interface has a top navigation bar with links like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. Below this is a sub-navigation bar with icons for various functions. The main content area is titled "Sampling Results Import" and features a yellow "Instruction Detail" bar. Underneath, there is an "Upload" section with a success message: "Import successfully! The following analysis method code not recorginized: SM 2320B,SM 2320B,SM 2320B,SM 2320B,SM 2540D,SM 5210B,SM 2340B/EPA 200.7,SM 2320B,SM 2320B,SM 2320B,SM 2320B,SM 2540D,SM 5210B,SM 2340B/EPA 200.7". Below the message, there are fields for "Sample Results File" and "COC File", each with a "Browse..." button. A checkbox labeled "COC Included but not Attached" is checked. At the bottom right of the upload section is a green "Import" button. The footer of the application includes "Admin Mode" and "User Mode" tabs, a copyright notice "Copyright © 2015 by enfoTech & Consulting Inc. All Rights Reserved.", and the "enfoTech" logo with the text "POWERED BY".

http://salts2/iPACS/Pages/Monitoring/SamplingUploadSamples.aspx

File Edit View Favorites Tools Help

OnBase 11.0.1.76 [Product... OnBase 11.0.1.76 [Product... SAWPA - Santa Ana Water... SAWPA - Santa Ana Water... Suggested Sites Web Slice Gallery

Welcome, equintero | Logout | Quick Access | Account | Help | About

Home Site Permit Work Order Monitoring Waste Tracking Inspection SMR Compliance Inquiry Report Data Analysis Security Configuration My Account

Sampling Results Import

Instruction Detail

Upload

Import successfully!
The following analysis method code not recorginized: SM 2320B,SM 2320B,SM 2320B,SM 2320B,SM 2540D,SM 5210B,SM 2340B/EPA 200.7,SM 2320B,SM 2320B,SM 2320B,SM 2320B,SM 2540D,SM 5210B,SM 2340B/EPA 200.7

Latest Excel Template [SAMPDATA](#) (Last Updated on 3/17/2015 2:35:10 PM)

Sample Results File * Browse...

COC File Browse...

COC Included but not Attached ☒

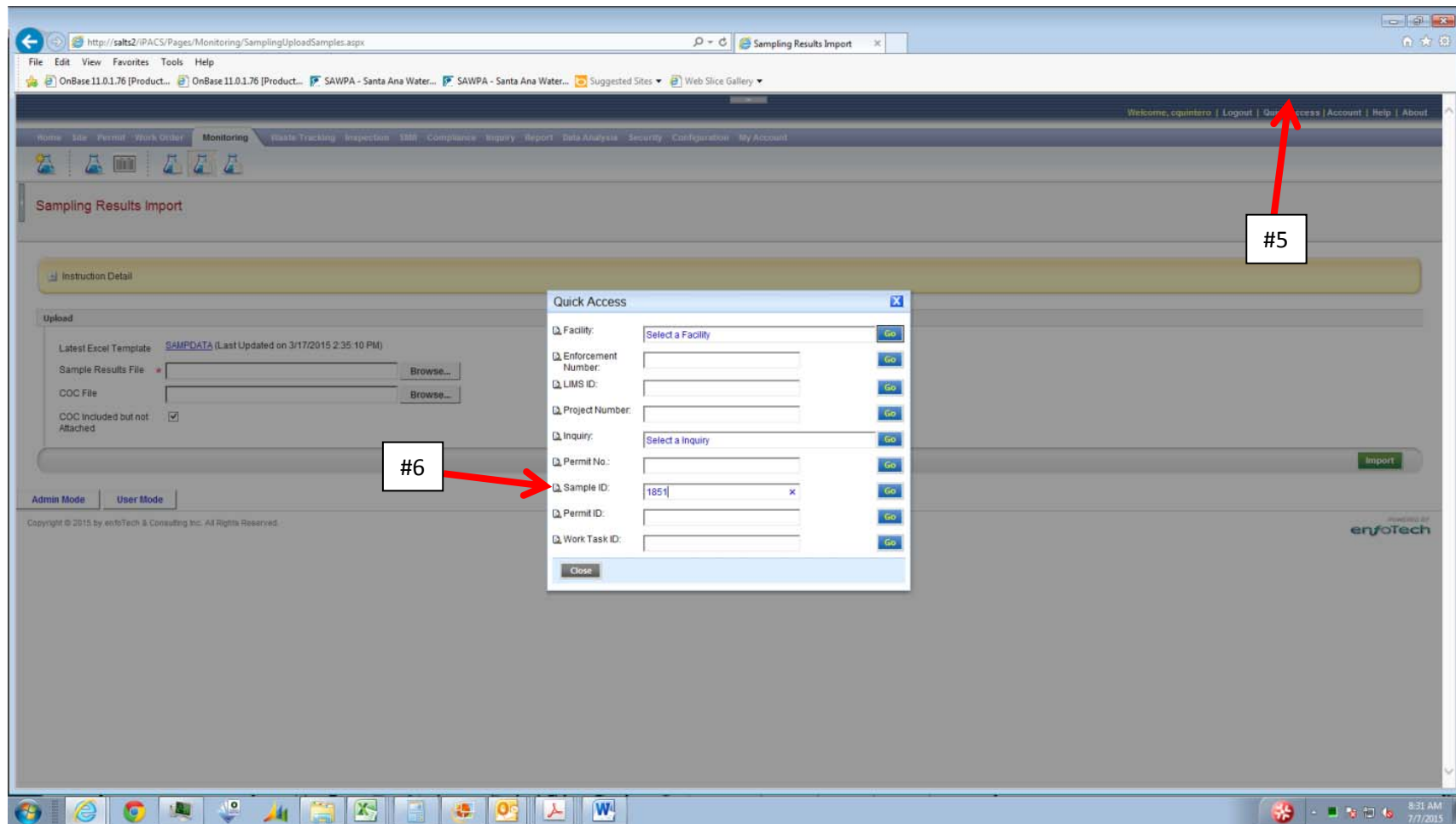
Import

Admin Mode User Mode

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You can check to make sure the sample information was uploaded by clicking on the Quick Access tool (#5) and then entering a sample ID (#6) and then click “Go”:



This will take you to the “view/edit sample” page where you can see if the results were uploaded. Select “Sample Analysis Results”

The screenshot displays the 'View/Edit Sample' page for Sample 1851. The browser address bar shows the URL: http://salts2/IPACS/Pages/Monitoring/SampleDetail.aspx?MON_SAMP_SAMPLE_ID=1851. The page has a navigation menu with tabs: Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The 'Monitoring' tab is active. On the left, there is a sidebar with 'Search Sampling' and 'Recent Sampling Items'. The main content area has a breadcrumb trail: PACS Home > Monitoring > Sampling Search > Samples > Sample Detail. Below this, the title is 'View/Edit Sample (; Sample 1851)'. There are three tabs: 'Sample General Information', 'Sample Analysis Results' (highlighted with a red arrow), and 'Status History'. The 'Sample General Information' tab is currently selected, showing fields for Sample Collection Start Date (6/19/2015), Start Time (00:00), Sample Collection End Date (6/19/2015), End Time (00:00), Analysis Group (_1 -- pH field test ONLY), Sample Collection Method (Grab), Preservation Method, QA/QC Type, Sample Status (Lab Sample Preparation), Sample Size, Matrix, Total Analysis Cost, Logged? (Yes), Split Responsibility, Split Sample ID, Preseal, and Reseal. At the bottom, there are buttons for 'Back To Samples', 'Check compliance for all results', and 'Save'. The system clock at the bottom right shows 8:39 AM on 7/7/2015.

Any results uploaded will be shown in the table. If no results are displayed, you will need to click on “Edit” and enter the results manually:

The screenshot displays the iPACS web application interface. The browser address bar shows the URL: <http://salts2/iPACS/Pages/Monitoring/SampleDetail.aspx?view=1>. The page title is "Analysis Results (; Sample 1851)". The navigation menu on the left includes sections like "Search Sampling", "Recent Sampling Items", and "Sampling Information". The main content area features a table with the following columns: Substance, Prefix, Result, Unit, Detection Limit, Report Limit, Data Qualifier, Analysis Method, Violation?, View Violation, and Delete. The table contains one row for "pH" with a "Data Qualifier" of "Use for compliance and reporting". A red arrow points to the "Back To Samples" button located below the table. The footer of the page includes the copyright notice "Copyright © 2015 by enfoTech & Consulting Inc. All Rights Reserved." and the "enfoTech" logo.

Substance	Prefix	Result	Unit	Detection Limit	Report Limit	Data Qualifier	Analysis Method	Violation?	View Violation	Delete
pH						Use for compliance and reporting			1 of 1	Export to Excel

Enter the results, units, and data qualifier (i.e. if the result is to be used for compliance and reporting, or reporting only), then click “Save”.

The screenshot shows a web browser window with the URL `http://salts2/IPACS/Pages/Monitoring/SampleResultEdit.aspx?callfrom=SAMP&MON_SAMP_RESULT_ID=5390`. The page title is "Edit Analysis Result (: Sample 1851)".

Left Navigation Panel:

- New Search
- Last Search Results
- Recent Sampling Items
 - Perris and Menifee D...
 - Eastside Water Treat...
 - Eastside Water Treat...
 - California Instituti...
 - Stringfellow Pretrea...
- Sampling Information
 - Sampling Event
 - Samples**
 - Assigned Inspectors
 - Field Data
 - Flow Data
 - Attachments
 - Reports
 - Comments & Findings
 - Sample Details

Main Content Area:

Instruction Detail

Edit Analysis Result

Substance:

Result:

Unit:

Data Qualifier:

Analysis Method:

Sample Duration:

Grab Time:

Lab Analysis Date:

Detection Limit:

Reporting Limit:

Result Received Date:

Sample Method:

Lab:

Compliance Check Message:

Comments:

Buttons: Back To Results, Save

Footer: Admin Mode, User Mode

Once the data is saved you can either click on “Back to Results” (#7) to continue entering data for that particular sample, or click on “Samples” (#8) to see a list of substances associated with the monitoring event:

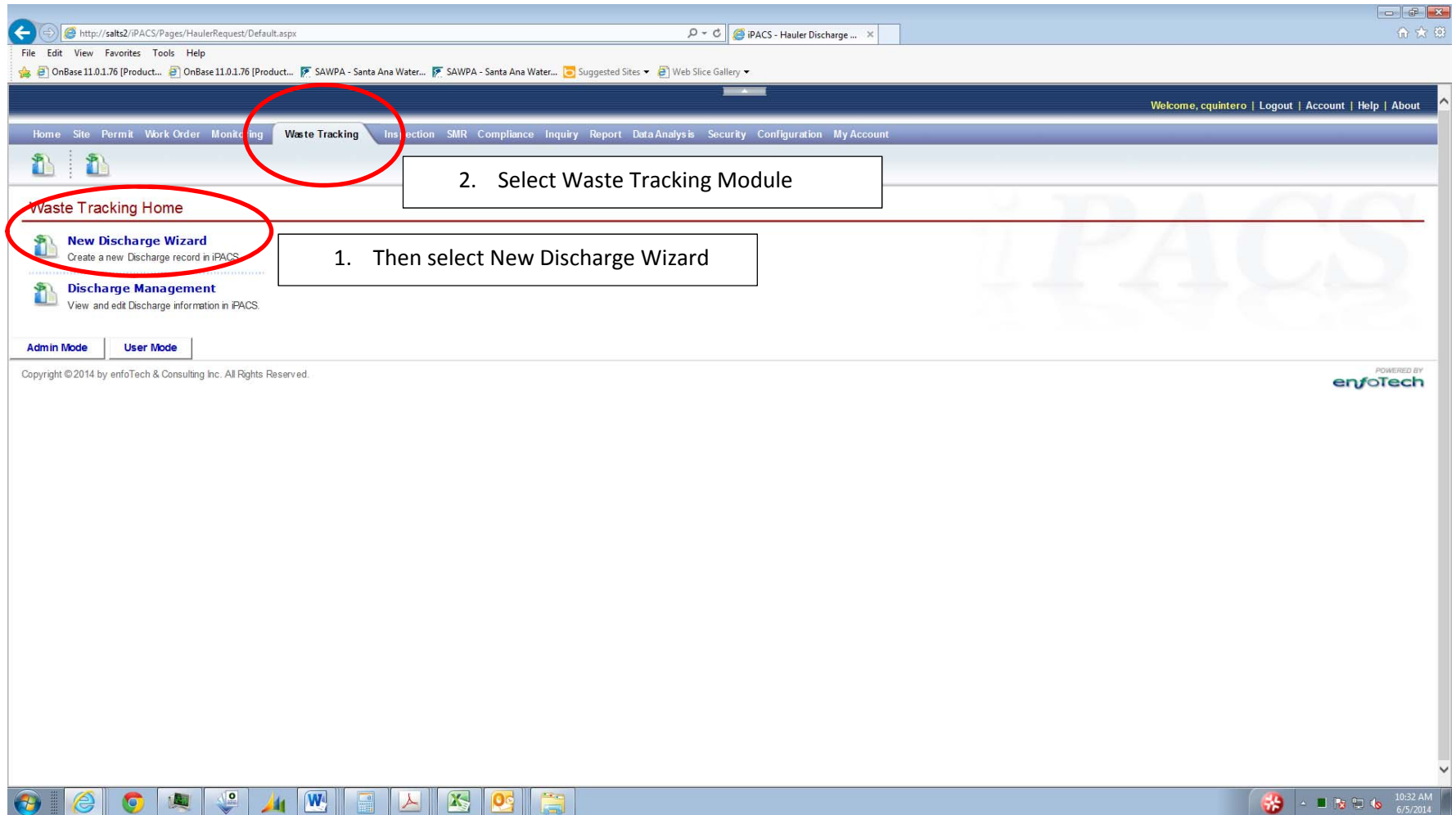
The screenshot shows a web browser window with the URL `http://salts2/ipacs/Pages/Monitoring/SampleResultEdit.aspx?callfrom=SAMP&MON_SAMP_RESULT_ID=3390`. The page title is "Edit Analysis Result (: Sample 1851)". A yellow banner at the top says "Instruction Detail". Below it, a message states "Data has been successfully saved." The main form is titled "Edit Analysis Result" and contains the following fields:

- Substance:
- Result:
- Unit:
- Data Qualifier:
- Analysis Method:
- Sample Duration:
- Grab Time:
- Lab Analysis Date:
- Detection Limit:
- Reporting Limit:
- Result Received Date:
- Sample Method:
- Lab:
- Compliance Check Message:
- Comments:

At the bottom of the form, there is a "Back to Results" button (labeled #7) and a "Save" button. On the left sidebar, under "Sampling Information", the "Samples" link is highlighted with a red arrow (labeled #8).

Waste Tracking Module

The purpose of the waste tracking module in iPacs is to keep track of all loads discharged to the Brine Line at the Collection Stations. iPacs allows creation of one record per discharge. Recognizing that creating a record for each load taken to a CS would be burdensome, the alternative is to summarize the CS activity for each generator/hauler combination on a monthly basis. A PDF copy of all manifests can be uploaded as one file into iPacs as well:



On the next screen you can either enter the facility name or click search for a list of all indirect permits.

http://salts2/PACS/Pages/HaulerRequest/NewDisChargeRequest.aspx

File Edit View Favorites Tools Help

OnBase 11.0.1.76 [Product...] OnBase 11.0.1.76 [Product...] SAWPA - Santa Ana Water... SAWPA - Santa Ana Water... Suggested Sites Web Slice Gallery

Welcome, cquintero | Logout | Account | Help | About

Home Site Permit Work Order Monitoring Waste Tracking Inspection SMR Compliance Inquiry Report Data Analysis Security Configuration My Account

New Discharge Request Wizard

1 Search Requestor

2 Search Indirect Permittee / Hauler

3 Pick Discharge site

New Discharge Request

Instruction Detail

Search Requestor

Facility Name

Facility ID

Permit Number

Permit Status Issued

Physical Address

Street Number

Street Name

Street Type

City

State

Zip Code

Cancel

Search

3. Either enter a facility name or leave blank to get a list of all indirect dischargers

4. Click the Search button

Admin Mode User Mode

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10:38 AM 6/5/2014

6. Select a facility

<input type="radio"/>	Access Business Group, LLC - Nutrilite Division	1000	I1000-1	Issued	Indirect discharge	19600 Skth Street, Lakeview, CA, USA
<input type="radio"/>	Angelica Textile Services	1003	I1003-1	Issued	Indirect discharge	925 South 8th Street, Colton, CA, 92324, USA
<input type="radio"/>	Aramark Uniform & Career Apparel, LLC	1004	I1004-1	Issued	Indirect discharge	1135 Hall Ave, Riverside, CA, 92509, USA
<input type="radio"/>	C. C. Graber Company	1005	I1005-1	Issued	Indirect discharge	315 E. 4th Street, Ontario, CA, 91764, USA
<input type="radio"/>	California School for the Deaf - Riverside	1009	I1009-1	Issued	Indirect discharge	3044 Horace Street, Riverside, CA, 92506, USA
<input type="radio"/>	City of Riverside John W. North Treatment Plant	1014	I1014-1	Issued	Indirect discharge	22001 Grand Terrace Road, Grand Terrace, CA, 92313, USA
<input type="radio"/>	Corona Regional Medical Center	1016	I1016-1	Issued	Indirect discharge	800 South Main Street, Corona, CA, 92882, USA
<input type="radio"/>	Decra Roofing Systems	1020	I1020-1	Issued	Indirect discharge	1230 Railroad Street, Corona, CA, 92882, USA
<input type="radio"/>	East Valley Water District Well #107	1022	I1022-1	Issued	Indirect discharge	1401 Citrus Ave, San Bernardino, CA, 92404, USA
<input type="radio"/>	East Valley Water District Well #40	1023	I1023-1	Issued	Indirect discharge	27346 Third Street, Highland, CA, 92346, USA
<input type="radio"/>	FrutaromUSA, Inc.	1029	I1029-1	Issued	Indirect discharge	790 East Harrison Street, Corona, CA, 92879, USA
<input type="radio"/>	Guido & Sons Briners, Inc.	1031	I1031-1	Issued	Indirect discharge	10380 Alder Ave, Bloomington, CA, 92316, USA
<input checked="" type="radio"/>	International Rectifier	1039	I1039-1	Issued	Indirect discharge	41915 Business Park Drive, Temecula, CA, 92590, USA
<input type="radio"/>	La Sierra University	1050	I1050-1	Issued	Indirect discharge	4500 Riverwalk Parkway Way, Riverside, CA, 92515, USA
<input type="radio"/>	Loma Linda University Power Plant	1051	I1051-1	Issued	Indirect discharge	11100 Anderson Street, Loma Linda, CA, 92350, USA
<input type="radio"/>	Loma Linda Veterans Affairs Medical Center	1052	I1052-1	Issued	Indirect discharge	11201 Benton Street, Loma Linda, CA, 92357, USA
<input type="radio"/>	Patton State Hospital	1060	I1060-1	Issued	Indirect discharge	3102 East Highland Ave, Patton, CA, 92369, USA
<input type="radio"/>	Prudential Overall Supply	1062	I1062-1	Issued	Indirect discharge	6997 Junupa Ave, Riverside, CA, 92504, USA
<input type="radio"/>	Qualified Mobile, Inc.	1064	I1064-1	Issued	Indirect discharge	1720 Industrial Ave, Norco, CA, 92860, USA
<input type="radio"/>	Rayne Water Conditioning	1066	I1066-1	Issued	Indirect discharge	939 West Reece Street, San Bernardino, CA, 92411, USA
<input type="radio"/>	ShawCor Pipe Protection, LLC	1077	I1077-1	Issued	Indirect discharge	14000 San Bernardino, Southwest Gate #6 Ave,
<input type="radio"/>	Sierra Aluminum Company, Inc.	1078	I1078-1	Issued	Indirect discharge	2345 Fleetwood Drive, Riverside, CA, 92509, USA
<input type="radio"/>	SunOpta Food Solutions	1080	I1080-1	Issued	Indirect discharge	741 East Baseline Street, San Bernardino, CA, 92410, USA

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5. Then click on Next

Back Add Facility << Previous Next

Admin Mode User Mode

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The next screen is to identify a liquid waste hauler:

http://salts2/PACS/Pages/HaulerRequest/NewDisChargeRequest.aspx

New Discharge Request

Welcome, equintero | Logout | Account | Help | About

Home Site Permit Work Order Monitoring **Waste Tracking** Inspection SMR Compliance Inquiry Report Data Analysis Security Configuration My Account

New Discharge Request Wizard

- 1 Search Requestor
- 2 Search Indirect Permittee / Hauler
- 3 Pick Discharge site

New Discharge Request

Instruction Detail

Search Indirect Permittee / Hauler

Facility Name

Facility ID

Permit Number

Permit Status Issued

Physical Address

Street Number

Street Name

Street Type

City

State

Zip Code

Cancel << Previous Search

Admin Mode User Mode

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10:38 AM 6/5/2014

Then select a liquid waste hauler authorized to transport waste from the generator selected previously. Please note that if there is more than one liquid waste hauler taking waste from a generator, this process will have to be repeated. iPacs creates a record of a generator/hauler, so another record needs to be created for a different combination.

9. Select a LWH authorized to discharge waste from the generator.

Select	Facility Name	Facility ID	Permit Number	Permit Status	Permit Type	Physical Location
<input type="radio"/>	Environmental Management Technologies, Inc	1025	H1025-1	Issued	Liquid Waste Hauler	1456 S. Gage Street, San Bernardino, CA, 92408, USA
<input type="radio"/>	Haz Mat Trans, Inc.	1033	H1033-1	Issued	Liquid Waste Hauler	230 E. Dumas Street, San Bernardino, CA, 92408, USA
<input checked="" type="radio"/>	Hazardous Waste Transportation Services	1034	H1034-1	Issued	Liquid Waste Hauler	10600 South Painter Ave, Santa Fe Springs, CA, 90670, USA
<input type="radio"/>	Inland Pumping Service, LLC	1038	H1038-1	Issued	Liquid Waste Hauler	3152 Sunset COURT, Norco, CA, 92860, USA
<input type="radio"/>	Envac Environmental Services, Inc.	1049	H1049-1	Issued	Liquid Waste Hauler	8910 Rochester Ave, Rancho Cucamonga, CA, 91730, USA
<input type="radio"/>	PSC Environmental Services of Pomona, LP	1063	H1063-1	Issued	Liquid Waste Hauler	2490 W. Pomona BOULEVARD, Pomona, CA, 91768, USA
<input type="radio"/>	Ruan Transport Corporation	1073	H1073-1	Issued	Liquid Waste Hauler	12005 Cabernet Drive, Fontana, CA, 92337, USA

10. Click on Next

Then select the Collection Station where the waste was discharged.

http://salts2/iPACS/Pages/HaulerRequest/NewDisChargeRequest.aspx

Welcome, equintero | Logout | Account | Help | About

Home Site Permit Work Order Monitoring **Waste Tracking** Inspection SMR Compliance Inquiry Report Data Analysis Security Configuration My Account

New Discharge Request Wizard

- 1 Search Requestor
- 2 Search Indirect Permittee / Hauler
- 3 Pick Discharge site

New Discharge Request

Instruction Detail

11. Select Collection Station

Pick Discharge Site

Select	Facility ID	Facility Name	Status
<input type="radio"/>	1087	Western Municipal Water District (Collection Station)	A
<input type="radio"/>	1075	San Bernardino Municipal Water Dept.	A
<input checked="" type="radio"/>	1095	Eastern Municipal Water District	A
<input type="radio"/>	1037	Inland Empire Utilities Agency (Los Serranos)	A

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12. Click on Finish

<< Previous Finish

Admin Mode User Mode

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Enter basic information about the discharge.

Under request date (#13), enter the last day of the month.

Under request start date/request end date (#14) enter the first and last day of the month, respectively.

If this is a load from a generator from a different service area, enter this in the comments field (#15).

Then click save (#16).

Then select Waste Description (#17)

#17

Basic Information

Facility Name: [Eastern Municipal Water District](#)

Physical Address: [2270 Trumble Road, Perris, CA, 92572](#)

Permit Number

Case Manager

Discharge Information

Request ID: 14

Request Date: #13

Request Method:

Request Status:

Approved/Denied By:

Request Start Date: #14

Request End Date:

Request Extension Date:

Requestor's Name: [International Rectifier](#) [Change Requestor](#)

Request Contact Name:

Bill to?:

Comments: #15

Contact MCES within 24 hrs prior to discharge? ☐

Required to submit report? ☐

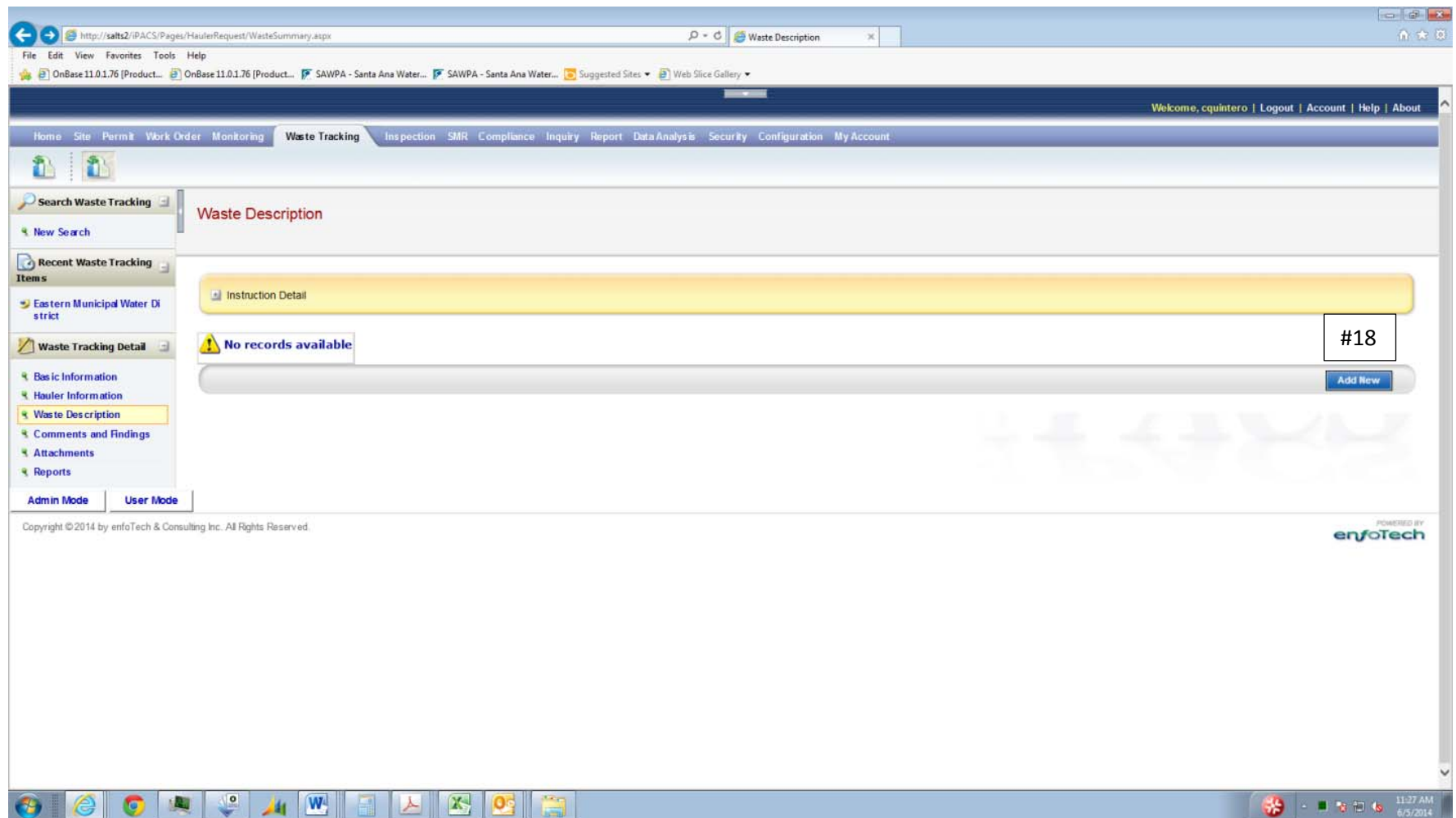
City Notification required? ☐

Strength / Load Charge [Save](#) #16

Admin Mode User Mode

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After selecting Waste Description, the following screen shows up. Click 'Add new' (#18)



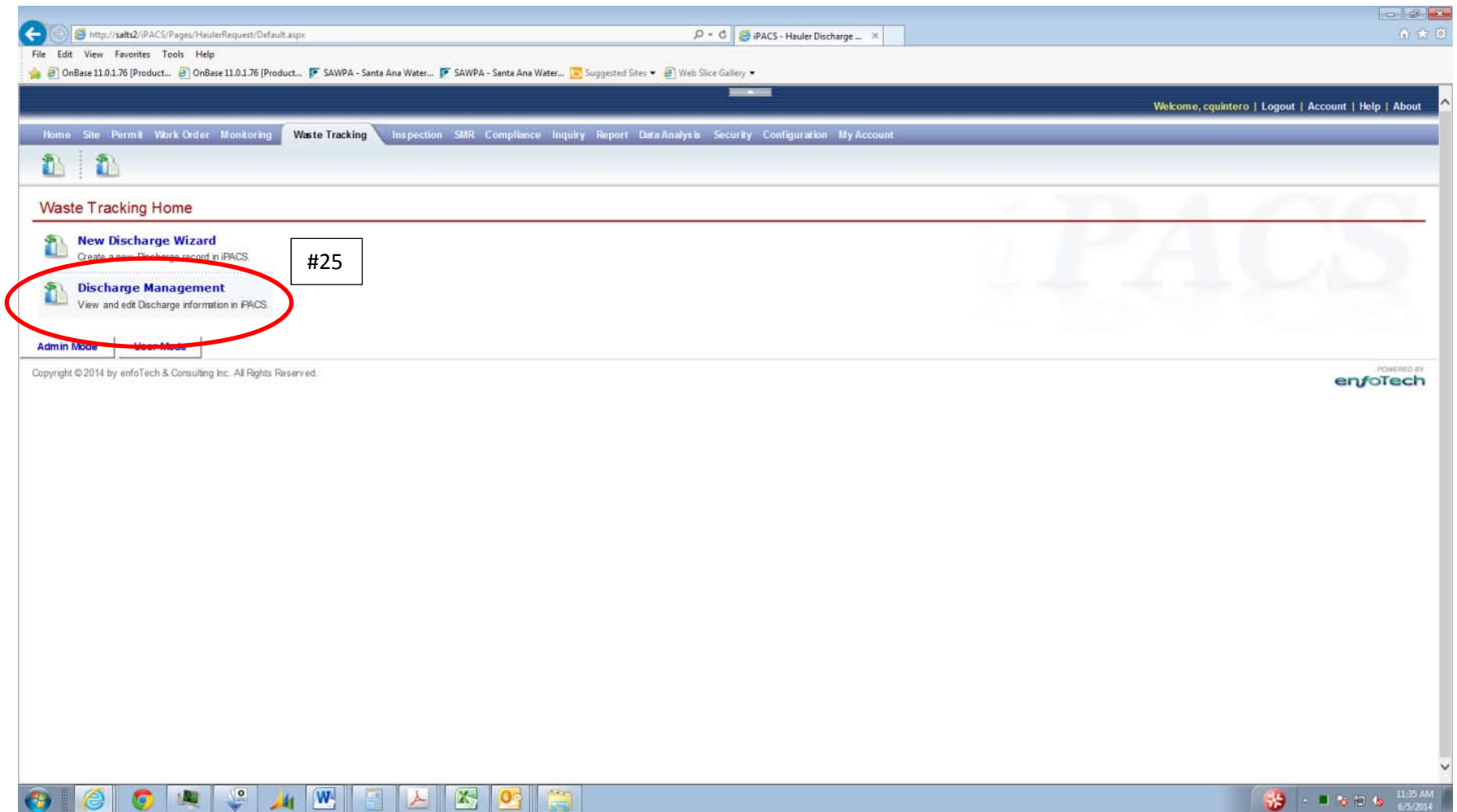
Enter Discharge Type (“Hauled”) [#19], then enter the total volume discharged at the Collection Station for the month under Actual Volume (#20). Click ‘Save’ (#21). Then click Attachments (#22) where a PDF copy of the manifests will be uploaded.

The screenshot shows a web browser window with the URL `http://salts2/iPACS/Pages/HaulerRequest/WasteDetail.aspx`. The page title is "Waste Description". On the left is a navigation menu with the following items: "Hauler Information", "Waste Description" (highlighted), "Comments and Findings", "Attachments", and "Reports". A box labeled "#22" points to this menu. The main content area contains a form with the following fields: "Waste Category" (dropdown), "Discharge Type" (dropdown with a box labeled "#19"), "Approved Volume" (text input), "Actual Volume" (text input with a box labeled "#20"), "Units" (dropdown set to "Gallon"), "Waste Generated From" (text input), "Maximum Discharge Rate" (text input), "Maximum Discharge Units" (dropdown set to "GPD"), "Specific Waste Location" (text input), "Specific Waste Description" (text input), "Pretreatment" (text input), "Discharge Conditions" (text input), "Denial Reason" (text input), and "Comments" (text input). At the bottom right of the form is a "Save" button with a box labeled "#21". At the bottom of the page, there are tabs for "Admin Mode" and "User Mode", a copyright notice "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.", and a logo for "enfoTech". The Windows taskbar at the bottom shows the date and time as "11:29 AM 6/5/2014".

Enter the file name (#23) (i.e. [Generator Name]_[LWH]_[Month]_[Year]). So in this case you can enter IR_HTS_May_2014 for International Rectifier waste transported by HTS during the month of May 2014. Then select the file from wherever it is stored in your computer/server (#23), then click 'Upload' (#24).

The screenshot displays the 'Attachment' page within a web application. The browser address bar shows the URL: <http://salts2/IPACS/Pages/HaulerRequest/Attachment.aspx>. The application has a navigation menu with options like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The 'Waste Tracking' section is active, and the 'Attachment' sub-section is selected. On the left, there is a sidebar with 'Search Waste Tracking' and 'Recent Waste Tracking Items'. The main content area is titled 'Attachment' and contains an 'Add Attachment' form. The form has three fields: 'File Name' (labeled #23), 'File' (with a 'Browse...' button), and 'Comment' (with a note: 'Maximum length of Description textbox is 250. The remaining length is 250.'). A yellow bar at the top of the form is labeled #22. Below the form is an 'Upload' button labeled #24. At the bottom, there is a search result section for 'Attachments and Documents' showing 'No records available'. The footer includes 'Admin Mode' and 'User Mode' tabs, a copyright notice for 2014 by enfoTech & Consulting Inc., and a logo for enfoTech. The system clock shows 11:31 AM on 6/5/2014.

You can search any records created under the main Waste Tracking module in the Discharge Management submodule (#25).



Enter any relevant information, or just click on Search (#26).

The screenshot shows a web browser window with the URL `http://salts2/IPACS/Pages/HaulerRequest/HaulerDischargeSearch.aspx`. The browser's address bar also displays "Search Waste Tracking". The page has a sidebar on the left with the text "Eastern Municipal Water District". The main content area is divided into three sections: "Facility", "Physical Address", and "Request Info". Each section contains several input fields and dropdown menus. At the bottom right of the form, there is a green "Search" button. A small box with the number "#26" is located to the right of the "Search" button. The Windows taskbar at the bottom shows various application icons and the system clock indicating 11:37 AM on 6/5/2014.

Facility

Facility Name
Facility ID
Permit Number

Physical Address

Street Number
Street Name
Street Type
City
State
Zip Code

Request Info

Request ID
Hauler Name
Hauler Permit Number
Discharge Type
Waste Category
Discharge Start Date
Discharge End Date
Request Status
Specific Waste Description
Approved/Denied By

#26

Search

A list of records will appear. Click on Link (#27) to edit any information related to this record.

Search Waste Tracking

Instruction Detail

Waste Tracking Search Result

Link	Facility ID	Facility Name	Facility Status	Permit Number	Request Date	Request Status	Approved/Denied By	Discharge Approval Start Date	Discharge Approval End Date
1	1095	Eastern Municipal Water District	A			Pending			

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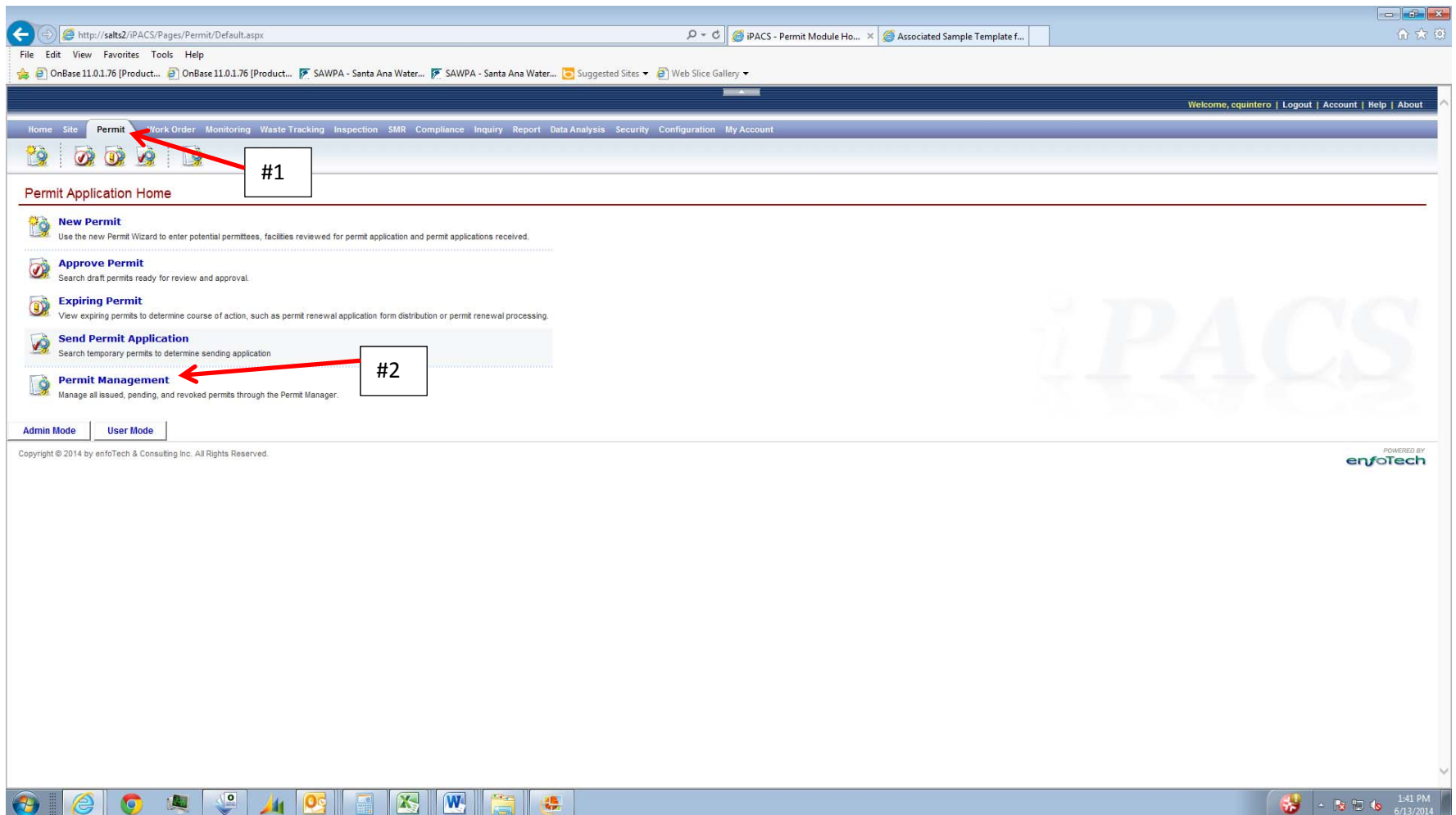
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Entering SMR Data

First, you need to make sure SMR requirements have been created from the permit module. Go to the permit module (#1) from anywhere in iPacs and select permit management (#2):



Enter the Facility name (#4), then Search (#5):


The screenshot shows a web browser window with the URL <http://salts2/iPACS/Pages/Permit/PermitSearch.aspx>. The browser tabs include "Permit Search" and "Associated Sample Template f...". The application has a top navigation bar with links like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. A sidebar on the left contains "Search Permits" (with "New Search" and "Last Search Results" buttons), "Recent Permit Items" (listing D1061-1, D1072-1, H016-1, H039-1), and "Admin Mode" / "User Mode" buttons. The main content area is titled "Permit Search" and contains an "Instruction Detail" section and a "Search Permit" form. The form includes fields for Facility ID, Facility Name (containing "perris"), Facility Legal Name, Facility Type, Facility Group, Case Manager, Geo Location Name, Permit Number, Permit Type, Permit Status, Effective Date Start, Effective Date End, Expiration Date Start, and Expiration Date End. A red arrow labeled "#3" points to the Facility Name field. A green "Search" button is at the bottom right of the form, with a label "#4" next to it. A "More search options..." link is also present. The footer shows "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and "POWERED BY enfoTech". The Windows taskbar at the bottom shows the time as 1:43 PM on 6/13/2014.

Facility Name

Search

Click on the 'Link' (#5) icon:

The screenshot shows a web application interface for permit management. The browser address bar displays `http://salts2/iPACS/Pages/Permit/PermitSearch.aspx`. The application has a top navigation bar with links like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. A sidebar on the left contains 'Search Permits' (with 'New Search' and 'Last Search Results' buttons), 'Recent Permit Items' (listing D1061-1, D1072-1, H1016-1, and H1039-1), and 'Admin Mode' / 'User Mode' tabs. The main content area is titled 'Permit Result' and includes an 'Instruction Detail' section. Below this is a table with columns: Link, Permit Number, Facility Name, Facility Legal Name, Effective Date, Expiration Date, Status, Permit Type, Facility ID, Physical Location, and Case Manager. The first row of the table contains the following data: Link (with a document icon), D1061-1, Perris and Menifee Desalination Facility, Perris and Menifee Desalination Facility, 10/01/2013, 09/30/2015, Issued, Direct discharge, 1061, 29541 Murrieta Road Menifee, 92856, and Case Manager. A red arrow points to the 'Link' icon in the first row, which is highlighted with a box containing the text '#5'. Below the table are 'Back' and 'Batch Mailing >' buttons. The footer of the application shows 'Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved' and the 'enfoTech' logo. The Windows taskbar at the bottom shows the system clock as 1:44 PM on 6/13/2014.

Link	Permit Number	Facility Name	Facility Legal Name	Effective Date	Expiration Date	Status	Permit Type	Facility ID	Physical Location	Case Manager
	D1061-1	Perris and Menifee Desalination Facility	Perris and Menifee Desalination Facility	10/01/2013	09/30/2015	Issued	Direct discharge	1061	29541 Murrieta Road Menifee, 92856	

Then select Monitoring Requirements (#6):

The screenshot shows a web application interface for permit management. The browser address bar indicates the URL is http://salts2/PACS/Pages/Permit/DraftPermit/BasicInformation.aspx?PMT_PERMITID=389. The page title is "Basic Information for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-1 (10/1/2013 - 9/30/2015)".

The left sidebar contains a "Draft Permit" section with the following links:

- Basic Information
- Permit Details
- Flow Data
- Permit Limit
- Monitoring Requirements
- Control Plans
- Requirement Statements
- Correspondence
- Related Tasks
- Comments & Findings
- Attachments
- Documents
- Reports
- Finalize

A red arrow points to the "Monitoring Requirements" link, which is labeled with a box containing "#6".

The main content area displays the "Basic Information" tab. It includes a "Permit Information" section with the following details:

- Facility Name: [Perris and Menifee Desalination Facility](#)
- Facility Type: Significant Industrial User
- Facility Group: SAWPA ;
- Physical Address: 29541 Murrieta Road, Menifee, CA, 92856
- Phone: 951-928-3777
- Permit Number: D1061-1
- Permit Type: Direct discharge
- Effective Date: 10/1/2013
- Expiration Date: 9/30/2015
- e-Submission Allowed?: ☐
- Current Permit Status: Issued (Date changed: 5/1/2014 12:00:00 AM)

Below the permit information, there are links to other modules:

- [Link to Equipment](#)
- [Link to Pretreatment Process](#)
- [Link to Process/Product Information](#)

At the bottom, there is a "Program Check List" table:

Program	Required?	Status
Contingency Plan	<input type="checkbox"/>	--

Make sure the 'SMR Requirements' tab is selected (#7) and then select a sampling location (#8):

The screenshot displays the iPACS web application interface. The browser address bar shows the URL: <http://salts2/iPACS/Pages/Permit/DraftPermit/Requirement/SamplingLocation.aspx>. The application header includes a navigation menu with tabs: Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The 'Permit' tab is active, and the 'Monitoring Requirements' sub-tab is selected. The main content area shows the 'Monitoring Requirements for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-1 (10/1/2013 - 9/30/2015)'. A red arrow points to the 'SMR Requirements' tab, labeled #7. Below this, the 'Instruction Detail' section is highlighted in yellow. The 'Select a Sampling Location & Frequency' section is labeled #8 and contains a 'Sample Location' dropdown menu with the value '001'. The left sidebar shows a list of recent permit items and a 'Draft Permit' section with various options like Basic Information, Permit Details, Flow Data, Permit Limit, Monitoring Requirements (selected), Control Plans, Requirement Statements, Correspondence, Related Tasks, Comments & Findings, Attachments, Documents, Reports, and Finalize. The footer includes the copyright notice: Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved. and the enfoTech logo.

At this point any SMR requirements should show under the 'Monitoring Requirement List' (#9). If nothing shows up, then you will need to generate SMR requirements (this is usually shown as a green button on the bottom right of the screen. In this case nothing shows up because you cannot generate SMR requirements for an already approved permit. This needs to happen when the permit is under review.) Select 'Substance' from the pull down menu under 'Sample Method Based on' (#9a)

The screenshot displays the iPACS web application interface. The browser address bar shows the URL: <http://salts2/iPACS/Pages/Permit/DraftPermit/Requirement/SamplingLocation.aspx>. The application has a top navigation bar with links like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. A left sidebar contains a 'Search Permits' section with 'New Search' and 'Last Search Results' buttons, and a 'Recent Permit Items' list with entries like D1061-1, D1072-1, H1016-1, and H1039-1. Below this is a 'Draft Permit' section with a tree view including Basic Information, Permit Details, Flow Data, Permit Limit, Monitoring Requirements (highlighted), Control Plans, Requirement Statements, Correspondence, Related Tasks, Comments & Findings, Attachments, Documents, Reports, and Finalize. The main content area is titled 'Monitoring Requirements for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-1 (10/1/2013 - 9/30/2015)'. It features tabs for 'SMR Requirements' and 'Sampling Requirements'. Under 'Sampling Requirements', there is a section 'Select a Sampling Location & Frequency' with a 'Sample Location' dropdown set to '001' and a 'Sample Method Based On' dropdown set to 'Permit Limit'. A red arrow points to the 'Permit Limit' dropdown, which is labeled '#9a'. Below this is a 'Monitoring Requirement List' section showing a warning icon and the text 'No records available', with a box labeled '#9' next to it. The bottom of the page shows a copyright notice for 2014 by enfoTech & Consulting Inc. and a logo for enfoTech. The Windows taskbar at the bottom indicates the time is 1:49 PM on 6/13/2014.

To solve this issue, you need to go to 'Basic Information' (#10) and amend the permit (#11):

The screenshot displays the PACS Permit Drafting System interface. The browser address bar shows the URL: <http://salts2/PACS/Pages/Permit/DraftPermit/BasicInformation.aspx>. The page title is "Basic Information for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-1 (10/1/2013 - 9/30/2015)".

The interface includes a navigation menu on the left with the following items:

- Search Permits
 - New Search
 - Last Search Results
- Recent Permit Items
 - D1061-1
 - D1072-1
 - H1016-1
 - H1039-1
- Draft Permit
 - Basic Information** (highlighted with a red arrow and labeled #10)
 - Permit Details
 - Flow Data
 - Permit Limit
 - Monitoring Requirements
 - Control Plans
 - Requirement Statements
 - Correspondence
 - Related Tasks
 - Comments & Findings
 - Attachments
 - Documents
 - Reports
 - Finalize

The main content area shows the "Basic Information" tab for permit D1061-1. A yellow banner at the top of the main content area is labeled #11. Below the banner are buttons: "Amend Permit", "Renew Permit", "Void Permit", and "Revoke Permit".

The "Permit Information" section displays the following details:

- Facility Name: [Perris and Menifee Desalination Facility](#)
- Facility Type: Significant Industrial User
- Facility Group: SAWPA ;
- Physical Address: 29541 Murrieta Road, Menifee, CA, 92856
- Phone: 951-928-3777
- Permit Number: D1061-1
- Permit Type: Direct discharge
- Effective Date: 10/1/2013
- Expiration Date: 9/30/2015 (with a "Set expiration date" button)
- e-Submission Allowed?: ☐
- Current Permit Status: Issued (Date changed: 5/1/2014 12:00:00 AM)

The "Links to Other Modules" section includes the following links:

- [Link to Equipment](#)
- [Link to Pretreatment Process](#)
- [Link to Process/Product Information](#)

The "Program Check List" section shows a table with the following data:

Program	Required?	Status
Contingency Plan	<input type="checkbox"/>	--

The Windows taskbar at the bottom shows the system clock as 1:54 PM on 6/13/2014.

Select an administrative reason for amending the permit (#12) (this way you make sure the permit number does not change, any other reason will change the permit number). Add comments under the 'Comments for new permit' section, if needed (#12). Click 'Submit' (#13). Once the permit is in the amended mode,

The screenshot displays a web application for permit management. The browser address bar shows the URL: http://salts2/IPACS/Pages/Permit/DraftPermit/DuplicatePermit.aspx?PMT_PERMITID=389&PMT_PERMITOPTION=PMT_AMENDPERMIT. The page title is "Amend Permit Parris and Menifee Desalination Facility (1061), Permit Number: D1061-1 (10/1/2013 - 9/30/2015)".

The interface includes a navigation menu with options: Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The "Permit" section is currently active.

On the left, there is a sidebar with "Search Permits" (New Search, Last Search Results) and "Recent Permit Items" (D1061-1, D1072-1, H1016-1, H1039-1).

The main form area is titled "Instruction Detail" and contains the following sections:

- Status Change Reason**: A dropdown menu labeled "Reason for Changing Status" with "Administrative Correction" selected. This section is marked with a box labeled #11.
- Comments for new permit**: A text area containing the text "Create SMR requirements". This section is marked with a box labeled #12.
- Comments for the expiring permit**: An empty text area.

At the bottom of the form, there are "Cancel" and "Submit" buttons. The "Submit" button is marked with a box labeled #13.

The footer of the page includes "Admin Mode" and "User Mode" tabs, a copyright notice "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved.", and the "enfoTech" logo with the text "POWERED BY". The system clock in the bottom right corner shows "1:57 PM 6/13/2014".

Ignore (and close) the pop-up window (#14) and then select 'monitoring requirements' (#15):

The screenshot shows a web application interface for permit management. The main content area displays 'Basic Information for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-1'. The interface includes a left sidebar with a 'Draft Permit' section containing links for 'Basic Information', 'Permit Details', 'Flow Data', 'Permit Limit', 'Monitoring Requirements', 'Control Plans', 'Requirement Statements', 'Correspondence', 'Related Tasks', 'Comments & Findings', 'Attachments', 'Documents', 'Reports', and 'Finalize'. A red arrow points to the 'Monitoring Requirements' link, which is labeled #15. A pop-up window labeled #14 is visible, displaying 'No records available'. The main content area also includes a 'Remove Draft Permit' button and a 'Save Permit' button. The bottom of the screen shows a Windows taskbar with various application icons and a system clock indicating 1:58 PM on 6/13/2014.

Basic Information for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-1

Instruction Detail

Remove Draft Permit

Permit Information

Facility Name: [Perris and Menifee Desalination Facility](#)

Facility Type: [Significant Industrial User](#)

Facility Group: [SAWPA](#)

Physical Address: [29541 Murrieta Road, Menifee, CA, 92856](#)

Phone: [951-928-3777](#)

Permit Number: [D1061-1](#)

Permit Type: [Direct discharge](#)

Effective Date: [10/1/2013](#)

Expiration Date: [9/30/2015](#) [Set expiration date](#)

e-Submission Allowed? ☐

Current Permit Status: [Primary Review in Progress \(Date changed: 6/13/2014 12:00:00 AM\)](#)

New Permit Status: [\[Dropdown\]](#)

Status Change Date: [\[Date Picker\]](#) Required if permit status is changed

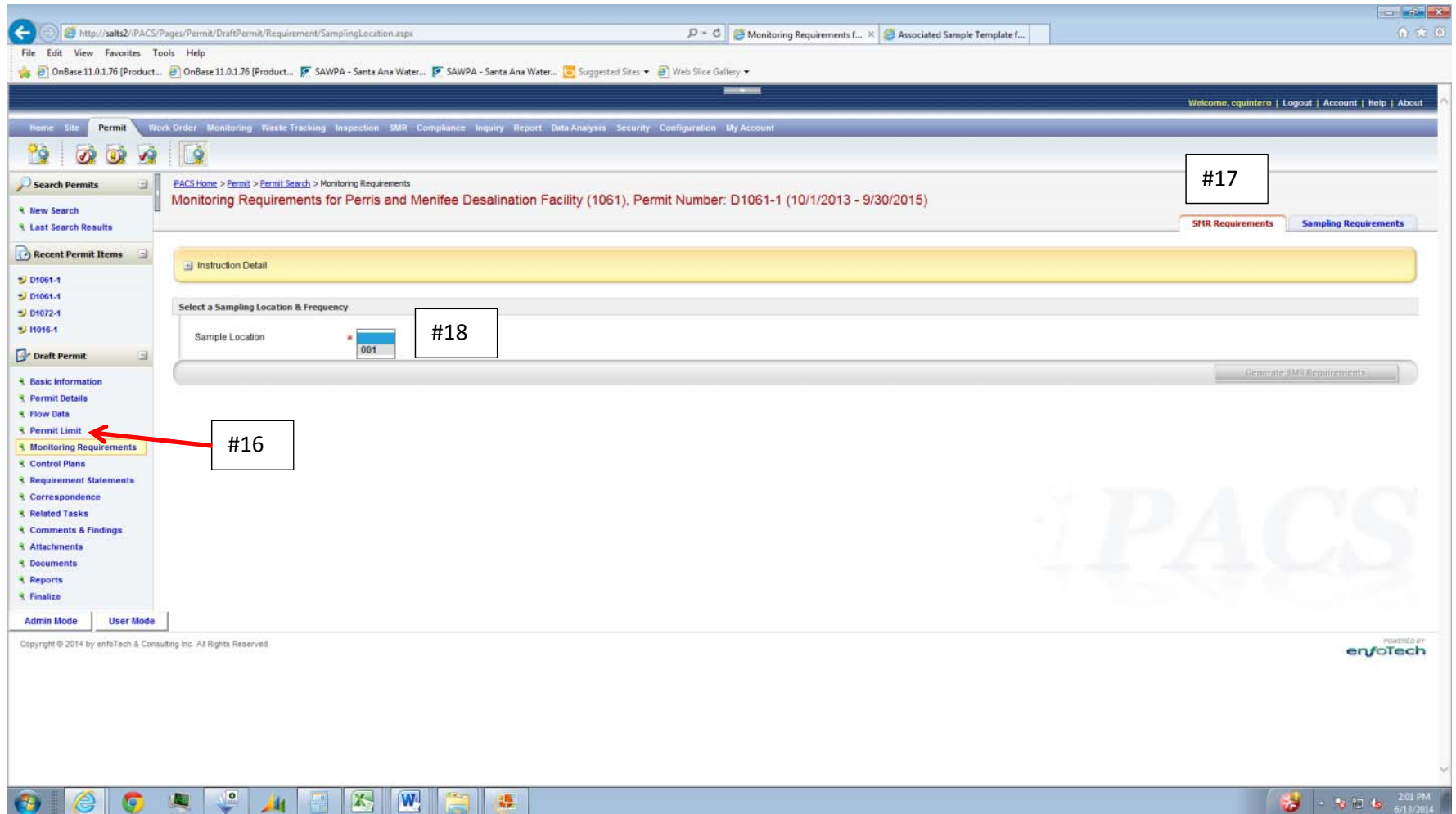
Status Change Reason: [\[Text Area\]](#) Required if permit status is changed

Links to Other Modules

[Link to Equipment](#)

[Link to Pretreatment Process](#)

At this point you need to make sure that the information in the 'Permit limit' module (#16) is correct for self-monitoring requirements (refer to creating sampling tasks through the permit mode). Make sure you select the 'SMR Requirements' tab (#17) and select a sampling location (#18):



Click on the 'Generate SMR Requirements' button (#19). Select 'Substance' from the pull down menu under 'Sample Method Based on' (#19a)

The screenshot displays the iPACS web application interface. The browser address bar shows the URL: <http://salts2/iPACS/Pages/Permit/DraftPermit/Requirement/SamplingLocation.aspx>. The page title is "Monitoring Requirements for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-1 (10/1/2013 - 9/30/2015)".


The interface includes a sidebar with navigation links such as "Search Permits", "Recent Permit Items", "Draft Permit", "Basic Information", "Permit Details", "Flow Data", "Permit Limit", "Monitoring Requirements", "Control Plans", "Requirement Statements", "Correspondence", "Related Tasks", "Comments & Findings", "Attachments", "Documents", "Reports", and "Finalize".

The main content area features a tabbed interface with "SMR Requirements" and "Sampling Requirements". The "SMR Requirements" tab is active, showing an "Instruction Detail" section and a "Select a Sampling Location & Frequency" section. The "Sample Method Based On" dropdown menu is currently set to "Permit Limit". A red arrow points to this dropdown menu, which is labeled #19a. Below this, the "Monitoring Requirement List" section displays a message: "No records available". A box labeled #19 is positioned next to the "Generate SMR Requirements" button.

The footer of the page includes the copyright notice: "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and the logo for "enfoTech".

At this point you'll see that there information appearing under the 'Monitoring Requirement List'. Click on the 'Link' icon (#20):

The screenshot shows the PACS web application interface. The browser address bar displays the URL: <https://salts2/ipacs/Pages/Permit/DraftPermit/Requirement/SamplingLocation.aspx>. The application header includes a navigation menu with options like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The main content area is titled "Monitoring Requirements for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-1 (10/1/2013 - 9/30/2015)". Below this, there are tabs for "SMR Requirements" and "Sampling Requirements". The "Monitoring Requirement List" section contains a table with the following data:

Link	SMR Requirement	Reporting Frequency	Required Date
	REPORTING	Semiannually	
1 of 1			

A red arrow points to the 'Link' icon in the first row of the table, which is labeled #20. The bottom of the screen shows the Windows taskbar with various application icons and the system clock indicating 2:05 PM on 6/13/2014.

Make sure all the substances show up on the list. Then enter the first due date for the SMR report (#21). This date should be the FIRST day of the monitoring period. So in this example, the SMR period for the Facility is from January 1 through June 30, so you would enter 1/1/2014. Make sure you select an SMR Type (#22) [usually for compliance].

SMR requirement information for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-1 (10/1/2013 - 9/30/2015)

Instruction Detail

SMR Requirement Detail

Sample Location Name: 001

SMR Requirement:

Frequency:

First Due Date:

SMR Type:

SMR Requirement Substance List

Link	Substance Name	Sample Method	Analysis Method	Unit
	Arsenic			mg/L
	BOD	Composite		mg/L
	Cadmium	Composite		mg/L
	Copper	Composite		mg/L
	DOC	Composite		mg/L
	Lead			mg/L
	Mercury	Composite		mg/L
	Nickel	Composite		mg/L
	pH	Grab		S.U.
	Silver			mg/L
	Solids, Total Dissolved			mg/L
	Total Chromium			mg/L
	Total Hardness			mg/L
	TSS			mg/L
	VSS			mg/L
	Zinc	Composite		mg/L

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If you need to add more substances, click on the 'Add New Substance' button on the bottom of the page (#23). Then click on 'Save' (#24). After saving, then click on 'Back' (#25):

SMR Requirement Detail

Sample Location Name: 001

SMR Requirement: REPORTING

Frequency: Semiannually

First Due Date: 1/1/2014

SMR Type: Compliance

SMR Requirement Substance List

Link	Substance Name	Sample Method	Analysis Method	Unit
	Arsenic			mg/L
	BOD	Composite		mg/L
	Cadmium	Composite		mg/L
	Copper	Composite		mg/L
	DOC	Composite		mg/L
	Lead			mg/L
	Mercury	Composite		mg/L
	Nickel	Composite		mg/L
	pH	Grab		S.U.
	Silver			mg/L
	Solids, Total Dissolved			mg/L
	Total Chromium			mg/L
	Total Hardness			mg/L
	TSS			mg/L
	VSS			mg/L
	Zinc	Composite		mg/L

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Back #25 Add New Substance #23 Save #24

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2:13 PM 6/13/2014

At this point you are done. Do NOT click on 'Generate SMR Requirements', if you do, you will need to repeat the whole process. Notice that the information in the Monitoring Requirement List now has a required date filled out. You can now go to the 'Finalize' submodule (#26) [if you amended the permit only to generate SMR requirements, otherwise the permit can still remain 'Under Review':

The screenshot displays the IPACS web application interface. The browser address bar shows the URL: http://salts2/IPACS/Pages/Permit/DraftPermit/Requirement/SamplingLocation.aspx?SAMPLE_LOC_ID=1061. The application header includes a navigation menu with options like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The main content area is titled "Monitoring Requirements for Perris and Menfee Desalination Facility (1061), Permit Number: D1061-1 (10/1/2013 - 9/30/2015)". It features a "Select a Sampling Location & Frequency" section with dropdowns for "Sample Location" (001) and "Sample Method Based On" (Permit Limit). Below this is a "Monitoring Requirement List" table:

Link	SMR Requirement	Reporting Frequency	Required Date
	REPORTING	Semiannually	01/01/2014

The table indicates "1 of 1" records and includes an "Export to Excel" link. A green button labeled "Generate SMR Requirements" is located at the bottom right of the main content area. In the left sidebar, the "Finalize" link is highlighted with a red arrow, and a box labeled "#26" points to it. The footer shows "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and "POWERED BY enfoTech". The Windows taskbar at the bottom shows the time as 2:17 PM on 6/13/2014.

Make sure all the text in the screen is color green then click on 'Finalize' (#27):

http://salts2/PACS/Pages/Permit/DraftPermit/DraftPermitValidation.aspx

File Edit View Favorites Tools Help

OnBase 11.0.1.76 [Product... SAWPA - Santa Ana Water... SAWPA - Santa Ana Water... Suggested Sites Web Slice Gallery

PACS Home > Permit > Permit Search > Finalize Draft Permit

Review Permit Validation Information Perris and Menifee Desalination Facility (1061), Permit Number: D1061-1 (10/1/2013 - 9/30/2015)

Search Permits

- New Search
- Last Search Results

Recent Permit Items

- D1061-1
- D1061-1
- D1072-1
- H016-1

Draft Permit

- Basic Information
- Permit Details
- Flow Data
- Permit Limit
- Monitoring Requirements
- Control Plans
- Requirement Statements
- Correspondence
- Related Tasks
- Comments & Findings
- Attachments
- Documents
- Reports
- Finalize

Instruction Detail

Data Validation

Permit Number **D1061-1**

Overlapping Permit Flow Limit Check **Pass**

Requirement Validation

Attachments **Pass**

Documents **Pass**

Program Check List

Program	Required?	Status
Contingency Plan	<input type="checkbox"/>	--
FRP	<input type="checkbox"/>	--
Pretreatment System O&M Plan	<input type="checkbox"/>	--
Slug Discharge Prevention Control Plan	<input type="checkbox"/>	--
Toxic Organic Management Plan	<input type="checkbox"/>	--
WMPPPP	<input type="checkbox"/>	--

Connection Fee Check

Connection Fee Check **No capacity unit data available.**

SMR Requirement Check

SMR Report Frequency Check **Pass**

SMR First Required Date Check **Pass**

Cancel Finalize

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This will take you to the Basic Information screen, where you will click on 'Approve' (#28). Once the permit is approved, it will generate SMR tasks. As it stands right now, only SAWPA can approve permits, so you will need to contact SAWPA staff to approve the permit. We will work with enfoTech to make sure the agencies can approve a permit when the reason for amendment is administrative:

The screenshot displays the IPACS web application interface. The browser address bar shows the URL: http://salts2/IPACS/Pages/Permit/DraftPermit/BasicInformation.aspx?PMT_PERMITID=411. The application has a top navigation bar with links like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. A left sidebar contains a 'Search Permits' section with options for 'New Search' and 'Last Search Results', and a 'Recent Permit Items' list showing permit numbers D1061-1, D1061-1, D1072-1, and H016-1. Below this is a 'Draft Permit' section with a list of links: Basic Information, Permit Details, Flow Data, Permit Limit, Monitoring Requirements, Control Plans, Requirement Statements, Correspondence, Related Tasks, Comments & Findings, Attachments, Documents, Reports, and Finalize. The main content area is titled 'Basic Information for Perris and Menifee Desalination Facility (1061), Permit Number: D1061-1 (10/1/2013 - 9/30/2015)'. It features a yellow 'Instruction Detail' bar, a red 'Needs Further Review' status bar, and a blue 'Approve Permit' button. A box with the number #28 is overlaid on the 'Approve Permit' button. Below the status bar is a 'Permit Information' section with fields for Facility Name (Perris and Menifee Desalination Facility), Facility Type (Significant Industrial User), Facility Group (SAWPA), Physical Address (29541 Murrieta Road, Menifee, CA, 92856), Phone (951-928-3777), Permit Number (D1061-1), Permit Type (Direct discharge), Effective Date (10/1/2013), Expiration Date (9/30/2015), e-Submission Allowed? (checkbox), and Current Permit Status (OCSD Comments (Date changed: 6/13/2014 12:00:00 AM)). There are also links to other modules: Link to Equipment, Link to Pretreatment Process, and Link to Process/Product Information. At the bottom is a 'Program Check List' table with columns for Program, Required?, and Status.

Program	Required?	Status
Contingency Plan	<input type="checkbox"/>	--

Select a reason for changing status (#30) (right now the only option is 'Issue Permit'), then write any comments you'd like (#31), then click 'Submit' (#32):

The screenshot shows a web browser window displaying the IPACS Permit Management interface. The URL bar shows `http://salts2/IPACS/Pages/Permit/ApprovePermit.aspx?PMT_PERMITOPTION=PMT_APPROVEPERMIT`. The page title is "Basic Permit Information (D1061-1, Perris and Menifee Desalination Facility)". The interface includes a navigation menu with options like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. A sidebar on the left contains "Search Permits" and "Recent Permit Items" sections. The main content area is titled "Instruction Detail" and contains a "Status Change Reason" section with a dropdown menu set to "Issue Permit". Below this is a "Comments" section with a text area containing the text "Generate SMR requirements". At the bottom of the form are "Cancel" and "Submit" buttons. The footer of the page includes the copyright notice "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and the "enfoTech" logo. The Windows taskbar at the bottom shows the date and time as 2:25 PM on 6/13/2014.

Basic Permit Information (D1061-1, Perris and Menifee Desalination Facility)

Instruction Detail

Status Change Reason

Reason for Changing Status: Issue Permit

Comments

Generate SMR requirements

Cancel Submit

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To look at the SMR tasks created, select the SMR module (#32) from anywhere in iPacs and then click on 'New Permit Self-Monitoring Report' (#33):



Enter the Facility Name (#34) and then click 'Continue' (#35):

The screenshot shows a web application interface for searching for issued permits. The browser address bar displays the URL: <http://salt2/PACS/Pages/SMR/SMRNewSearch.aspx?views=SRCH>. The page title is "Search for issued permit". The interface includes a sidebar with a "New SMR Wizard" and a main content area with a search form. A red arrow points from a box labeled "#34" to the "Facility Name" input field, which contains the text "perris". A box labeled "#35" points to the "Continue" button at the bottom right of the form.

Search for issued permit

Instruction Detail

Search for facility

Facility ID:

Facility Name:

Facility Legal Name:

Facility Type:

Facility Group:

Permit No:

Permit Type:

Permit Status:

Effective Date Start:

Effective Date End:

Expiration Date Start:

Expiration Date End:

Select the Facility (#36) and then click 'Finish' (#37):

The screenshot shows a web application interface for selecting an issued permit. The browser address bar displays `http://salts2/PACS/Pages/SMR/SMRNewSearch.aspx?view=SRCH`. The application has a navigation menu with options like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. The main content area is titled "Select an issued permit" and includes a "New SMR Wizard" section with steps "Search for Issued Permit" and "Select Issued Permit". Below this is an "Instruction Detail" section and a "Generate SMR Tasks" table.

Permit Number	Facility Name	Facility Legal Name	Effective Date	Expiration Date	Status	Permit Type
D1061-1	Perris and Meriffee Desalination Facility	Perris and Meriffee Desalination Facility	10/1/2013 12:00:00 AM	9/30/2015 12:00:00 AM	Issued	Direct discharge

The table has a "1 of 1" indicator and an "Export to Excel" link. At the bottom of the table are "Cancel", "< Previous", and "Finish" buttons. A red arrow points from a box labeled "#36" to the first row of the table. A box labeled "#37" points to the "Finish" button.

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This will now generate SMR Tasks. To enter data, select the 'Data Entry' icon for the SMR period (#38):

The screenshot shows a web application interface for 'Permit Self-Monitoring Report Search Results'. The page includes a navigation bar with links like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. A sidebar on the left contains 'Search SMR', 'New Search', 'Last Search Results', and 'Recent SMR Items'. The main content area displays a table of search results. A red arrow points from a box labeled '#38' to the 'Data Entry' icon in the first row of the table.

Data Entry	Facility Name	Facility Legal Name	Permit No.	Sampling Location	Monitoring Start Date	Monitoring End Date	SMR Type	SMR Due Date	SMR Received Date	Follow-up?
	Perris and Menifee Desalination Facility	Perris and Menifee Desalination Facility	D1061-1	001	01/01/2014	06/30/2014	Compliance	07/30/2014		No
	Perris and Menifee Desalination Facility	Perris and Menifee Desalination Facility	D1061-1	001	07/01/2014	12/31/2014	Compliance	01/30/2015		No
	Perris and Menifee Desalination Facility	Perris and Menifee Desalination Facility	D1061-1	001	01/01/2015	06/30/2015	Compliance	07/30/2015		No
	Perris and Menifee Desalination Facility	Perris and Menifee Desalination Facility	D1061-1	001	07/01/2015	12/31/2015	Compliance	01/30/2016		No

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Back

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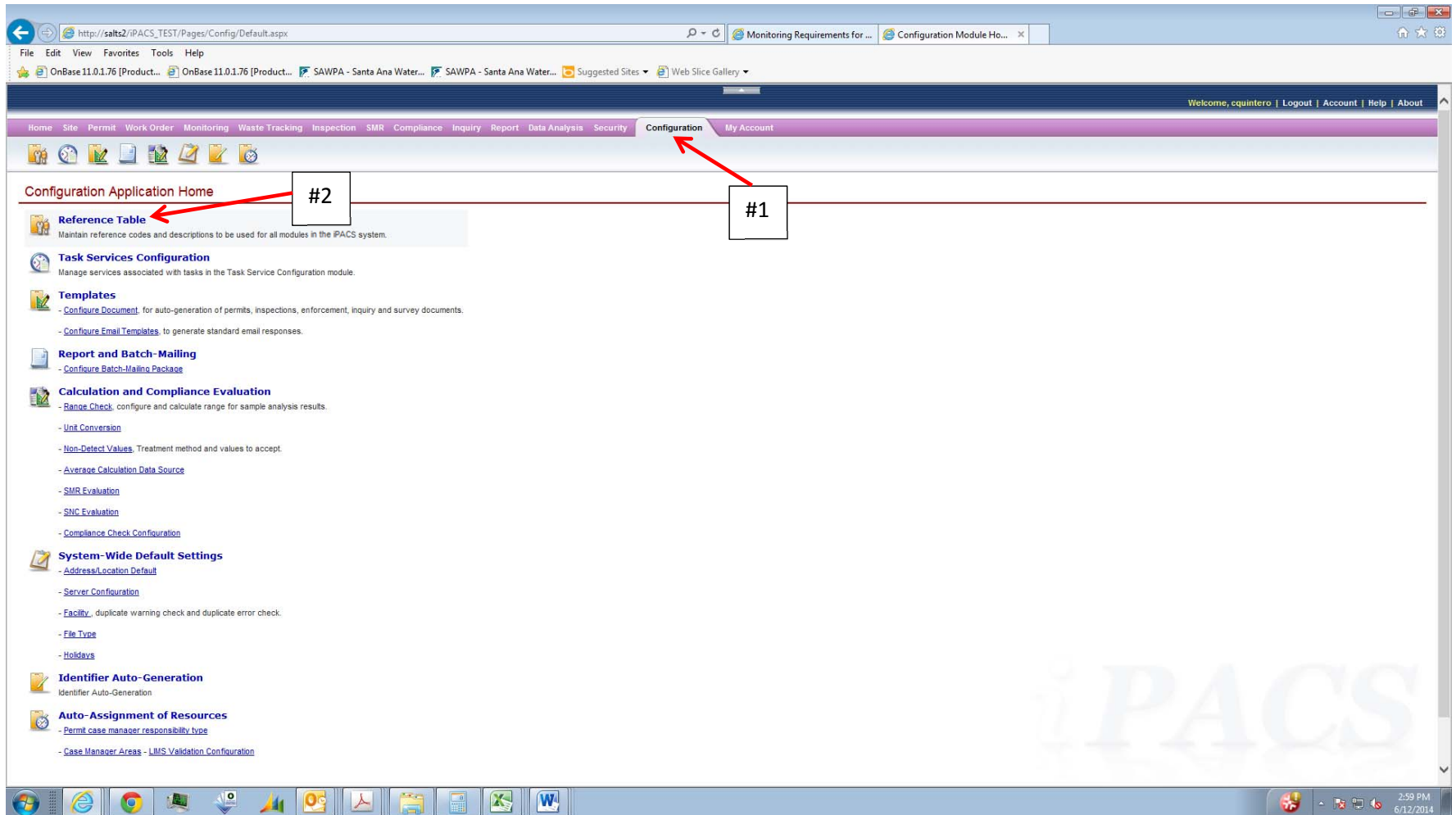
2:31 PM 6/13/2014

At this point you can enter the date when the SMR was received (#39) and the sampling dates on the Calendar (#40). Once you select the sampling dates, you can enter the data by clicking on the 'View/Edit SMR data' button (#41). You can enter the data and save it. You can also run a compliance check based on the limits defined in the permit limits submodule. You can also attach a PDF copy of the SMR report under Attachments (#42):

The screenshot shows the 'SMR Results Data Entry' web application. The browser address bar displays the URL: <http://salts2/riPACS/Pages/SMR/SMRResultsDataEntry.aspx>. The page title is '(Monitoring ID: 738, Monitoring Period: 1/1/2014 - 6/30/2014, Sample Location: 001, Facility: Perris and Menifee Desalination Facility (ID: 1061), SMR Type: Compliance)'. The sidebar on the left contains links for 'New Search', 'Last Search Result', 'Recent SMR Items', 'SMR Information', 'SMR Data Entry', 'Flow Data', 'SMR Results', 'Attachments' (highlighted with a red arrow and box #42), 'Reports', and 'Follow-up SMR'. The main content area has a yellow header bar labeled 'Instruction Detail'. Below it, the 'SMR General Information' section contains fields for 'Date Received by Agency' (highlighted with a red arrow and box #39), 'Task', 'MONITORING PERIOD: 1/1/2014 - 6/30/2014', 'SMR Type: Compliance', 'PERMIT TYPE: Compliance', 'PERMIT NUMBER: D1061-1', 'LOCATION: 29541 Murrieta Road', and 'Menifee CA 92556'. The 'Authorized By' and 'Authorized Date' fields are also present. Below the form is a 'Calendar' section with tabs for 'Quarter View', 'Half Year View', and 'Annual View'. The calendar displays three months: January 2014, February 2014, and March 2014. The dates are color-coded: red for weekends and blue for weekdays. A red arrow points to the 'View/Edit SMR Data' button (box #41) located below the calendar. The system clock in the bottom right corner shows 2:37 PM on 6/13/2014.

Creating Analysis Groups

To create an analysis group, go to the 'Configuration' module (#1) from anywhere in iPACS, then click 'Reference Table' (#2):



Select 'Substance' (#3):

The screenshot shows a web application interface with a sidebar on the left containing a tree view of categories. The 'Substance' category is highlighted, and a red arrow points to it from a box labeled '#3'. The main content area is titled 'Reference value lookup' and contains a 'Reference Lookup' section with a table of compliance status records. The table has columns for Identifier, Code, Name, Description, and Status. The table lists 8 records, all with a status of 'A'. A 'Detail' button is visible above the table. The bottom of the page shows a footer with copyright information and a logo for 'enfoTech'.

Reference value lookup

#3

Detail

Reference Lookup

Compliance Status

Identifier	Code	Name	Description	Status
Closed	Closed	Closed	Violation Closed	A
Detected	Detected	Detected	Violation Detected	A
Enforcement Failed	Enforcement Failed	Enforcement Failed	Enforcement Failed	A
In Enforcement	In Enforcement	In Enforcement	Enforcement record created	A
Pending Enforcement	Pending Enforcement	Pending Enforcement	Violation pending enforcement	A
Rescinded	Rescinded	Rescinded	Violation Rescinded	A
Resolved	Resolved	Resolved	Violation Resolved	A
Under Review	Under Review	Under Review	Violation Under Review	A

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Export to Excel

Add New

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Then select 'Analysis Group Search' (#4):

http://salts2/iPACS_TEST/Pages/Config/SubstanceSearch.aspx?CONFIG_MODULE_ID=0&highlightId=9

Monitoring Requirements for ... Substance Search

Welcome, cquintero | Logout | Account | Help | About

Home Site Permit Work Order Monitoring Waste Tracking Inspection SMR Compliance Inquiry Report Data Analysis Security Configuration My Account

Search Substance

New Search
Last Search Results

Recent Substance Item

Sub. Related Search

Analysis Group Search
Analysis Group Type Search
Chemical Type Search

Substance Search

Instruction Detail

Substance Search Criteria

Substance Name
Status Code
Sample Preservation Code
Default Analysis Group Code
U Cat Code
CAS Number
TRC Value
Substance ID

Search

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6/12/2014

Then click on 'Search' (#5) at the bottom of the page:

http://salts2/IPACS_TEST/Pages/Config/SubAnlyGrpSearch.aspx

Monitoring Requirements for ... Substance Analysis Group S...

Welcome, equintero | Logout | Account | Help | About

Home Site Permit Work Order Monitoring Waste Tracking Inspection SMR Compliance Inquiry Report Data Analysis Security Configuration My Account

Search Substance

New Search

Last Search Results

Recent Substance Item

Sub. Related Search

Analysis Group Search

Analysis Group Type Search

Chemical Type Search

Substance Analysis Group Search

Instruction Detail

Substance Analysis Group Search

Analysis Group Code

Description

Analysis Group Type Code

Sample Preservation Code

Sample Collection Method Code

Status

#5

Search

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http://salts2/IPACS_TEST/Pages/Config/SubAnlyGrpSearch.aspx

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This should bring a list of all available analysis groups. To add a new one, click 'add new' (#6):

The screenshot shows a web browser window with the URL http://salts2/PACS_TEST/Pages/Config/SubAnlyGrpSrchResult.aspx. The page displays a table of analysis groups with the following columns: Analysis Group Code, Analysis Group Description, Analysis Group Type, Sample Preservation Code, Sample Method Code, and Status. The table lists 30 analysis groups, including % Moisture, Agilent-433, Agilent-469, Alkalinity (as CaCO3) Report, As, Cd, C, Cr, Ni, Ag, Ni, Pb, Zn, BOD, Calcium - Dissolved, CR6, Cyanide, Cyanide - Total / Amenable, DOC, EC-1, EPA 624, EPA 625, EPA Priority Metals, Hardness (Report Ca and Mg), ICP Metals, ICP Metals: Ca / Mg / Na / K / Fe, Mercury, Mercury, Metals, O&G Total/Non-Polar/Polar-FOG, Organic Carbon, Particulate, Organic Carbon, Total, and Orthophosphate - Total / Diss.

At the bottom of the table, there is a summary row showing "68 of 68" and an "Export to Excel" button. To the right of the table, there is a green button labeled "Add New", which is highlighted by a box labeled "#6".

Analysis Group Code	Analysis Group Description	Analysis Group Type	Sample Preservation Code	Sample Method Code	Status
% Moisture	test			Grab	I
Agilent-433	Agilent-433 Metals	Wastewater		COMPOS	I
Agilent-469	Agilent 469 Arsenic	Wastewater		COMPOS	I
Alkalinity (as CaCO3) Report	Alkalinity (as CaCO3) Report Hydroxide / Carbonate / Bicarbonate	Wastewater	None	SM2320B	I
As, Cd, C, Cr, Ni, Ag, Ni, Pb, Zn	Arsenic, Cadmium, Copper, Chromium, Nickel, Silver, Lead, Zinc	Wastewater		Composite	A
BOD	BOD	Wastewater		Grab	A
Calcium - Dissolved	Calcium - Dissolved	Wastewater	None	EPA 200.7	I
CR6	Hexavalent Chromium	Wastewater		Grab	I
Cyanide	Cyanide	Wastewater		Grab	I
Cyanide - Total / Amenable	Cyanide - Total / Amenable	Wastewater	5	Composite	A
DOC	DOC	Wastewater	H2SO4	SM5310C	I
EC-1	text	Wastewater		COMPOS	I
EPA 624	EPA 624 Volatile Organic Compounds	Wastewater	2	Grab	A
EPA 625	EPA 625 Semivolatile Organic Compounds	Wastewater		Grab	I
EPA Priority Metals	Metals (As, Cd, Cr, Cu, Pb, Hg, Ni, Ag, Zn) All metals per EPA 200.7/200.8. Mercury can be analyzed per EPA 245.2.	Wastewater	1	Composite	A
Hardness (Report Ca and Mg)	Hardness (Report Ca and Mg)	Wastewater		Composite	A
ICP Metals	Investigatory parameters per Trussell. Report Ca, Mg, Na, K, Fe, Si	Wastewater	1	Composite	A
ICP Metals: Ca / Mg / Na / K / Fe	ICP Metals: Ca / Mg / Na / K / Fe	Wastewater		Composite	A
Mercury	Mercury	Wastewater	HNO3	EPA 245.1	I
Mercury	Mercury	Wastewater		COMPOS	I
Metals	12 Metals	Wastewater		Composite	A
O&G Total/Non-Polar/Polar-FOG	O&G Total/Non-Polar/Polar-FOG	Wastewater	H2SO4	EPA1664	I
Organic Carbon, Particulate	Organic Carbon, Particulate	Wastewater	None	SM 5310B - 2k	I
Organic Carbon, Total	Organic Carbon, Total	Wastewater	H2SO4	SM 5310B - 2k	I
Orthophosphate - Total / Diss.	Orthophosphate - Total / Diss.	Wastewater	None	SM4500PE	I
68 of 68				Export to Excel	

#6

Add New

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Enter a name (#7), a description (#8), sample method code (#9) and status (#10). The name should be descriptive so it can easily be selected from other modules. The description is important since this is what will show up in the chain of custody form, the sample method code should be based on the type of sample (i.e. composite or grab), and the status should be 'Active'. Then click Save (#11). Note that analysis groups should be created consistent with the pollutants tested from the same bottle. So you shouldn't mix pollutants that require different preservation or bottle type in the same group. Add the analysis method in the description, this way you make sure it shows up in the chain of custody:

The screenshot shows a web browser window with the URL http://salts2/PCS_TEST/Pages/Config/SubAnlyGrpInfo.aspx?GrpID=AddNew. The page title is "Substance Analysis Group Information". The form contains the following fields:

- Analysis Group Code: (labeled #7)
- Description: (labeled #8)
- Sample Method Code: (labeled #9)
- Status: (labeled #10)
- Analysis Group Type Name:
- Sample Preservation Code:
- Sample Size Code:
- Matrix:
- Number of Bottles:
- Lab ID:

A "Save" button is located at the bottom right of the form (labeled #11). The page footer includes "Copyright © 2014 by enfoTech & Consulting Inc. All Rights Reserved." and "POWERED BY enfoTech".

Once you save it, find the Analysis Group you created from the list and click on 'Edit' [#12] (i.e. notepad icon):

The screenshot shows a web browser window with the URL `http://salts2/iPACS_TEST/Pages/Config/SubAnlyGrpSrchResult.aspx`. The page displays a table of Analysis Groups. A red arrow points from a box labeled '#12' to the row for 'TEST_SPECIAL_PARAMETER_GROUP'.

Analysis Group Code	Analysis Group Description	Analysis Group Type	Sample Preservation Code	Sample Method Code	Status
Other:	Other:	Wastewater			I
PCBs	PCBs	Wastewater		Composite	A
Pesticides	Pesticides	Wastewater		Composite	A
pH	pH (field test) - LAB do not test for pH. Report field measurement ONLY.	Wastewater		Grab	A
Phosphorous - Dissolved	Phosphorous - Dissolved	Wastewater	None	SM 4500P	I
Phosphorous - Total	Phosphorous - Total	Wastewater	NaOH	SM 4500P	I
Silica	Silica	Wastewater		Composite	A
Silica Monitoring	Silica Monitoring	Wastewater		Composite	A
Solids-Demand	BOD/TSS/TDS	Wastewater		COMPOSITE	I
Stringfellow_Sampling_Requirements	Stringfellow sampling requirements monthly parameters	Wastewater		Composite	A
Sulfide - Diss. (field flocculation)	Sulfide - Diss. (field flocculation)	Wastewater		Grab	A
Sulfide - Total	Sulfide - Total	Wastewater	ZnAc, NaOH	SM4500S2D	I
TDS	TDS	Wastewater	None	SM2540C	I
Test Pesticides	Pesticides	Wastewater		Grab	A
TEST_SPECIAL_PARAMETER_GROUP	BOD (SM 5210B), VSS (SM 2540E), TDS (SM 2540C), orthophosphate (SM 4500P-E)			Composite	A
TKN	Total Kjeldahl Nitrogen	Wastewater		Grab	I
TSS	TSS	Wastewater	None	SM2540D	I
TTO_469	CFR 469 TTOS	Wastewater	2	Grab	I
TTO_469_624	CFR 469 TTOS (EPA 624)	Wastewater	2	Grab	A
TTO_469_625	CFR 469 TTO (EPA 625)	Wastewater		Grab	A
TTOs	TTOs	Wastewater	2	Grab	A
TTOs	TTOs	Wastewater		Grab	A
VSS	VSS	Wastewater		Composite	A
WW_608	WW_608	Wastewater		Grab	A
WW_624	WW_624	Wastewater	2	Grab	A

At the bottom of the table, it shows '59 of 59' and an 'Export to Excel' button. A green 'Add New' button is located at the bottom right of the table area.

Click 'Add More Substances to Group' (#13) to add the substances you want to include in this analysis group:

http://salts2/iPACS_TEST/Pages/Config/SubAnlyGrpInfo.aspx?GrpID=5084

Monitoring Requirements for ... Substance Analysis Group I...

Welcome, cquintero | Logout | Account | Help | About

Home Site Permit Work Order Monitoring Waste Tracking Inspection SMR Compliance Inquiry Report Data Analysis Security Configuration My Account

Search Substance

New Search

Last Search Results

Recent Substance Item

Sub. Related Search

Analysis Group Search

Analysis Group Type Search

Chemical Type Search

Substance Analysis Group Information

Instruction Detail

Substance Analysis Group Information

Analysis Group Code: TEST_SPECIAL_PARAMETER_GROUP

Description: * BOD (SM 5210B), VSS (SM 2540E), TDS (SM 2540C), orthophosphate (SM 4500P-E)

Sample Method Code: * Composite

Status: * Active

Analysis Group Type Name:

Sample Preservation Code:

Sample Size Code:

Matrix:

Number of Bottles:

Lab ID:

Save

Substance Analysis Group Detail

No records available

Add More Substance to Group

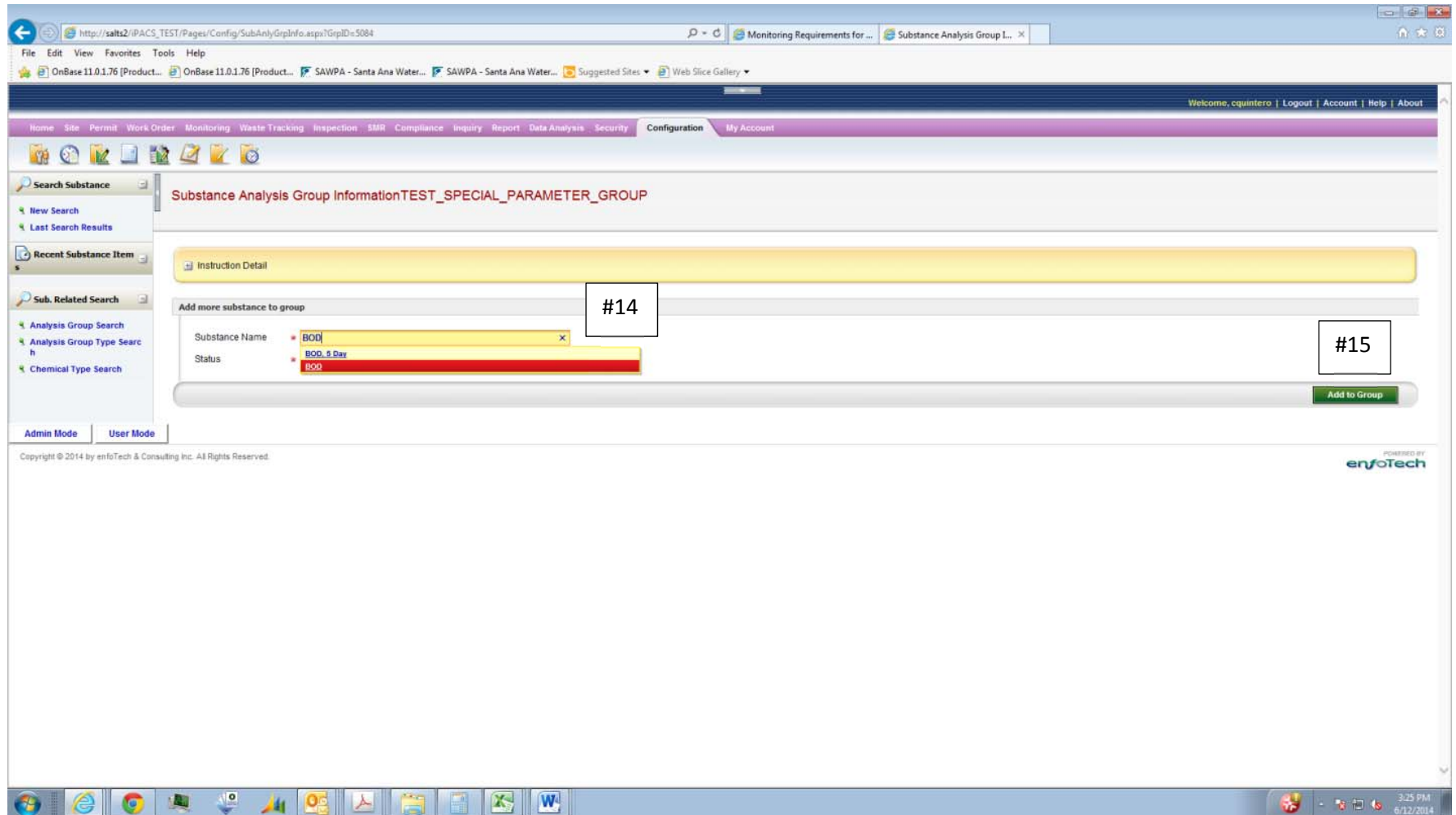
#13

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http://salts2/iPACS_TEST/Pages/Config/SubAnlyGrpInfo.aspx?GrpID=5084

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3:23 PM 6/12/2014

Then add the substances by typing the name (#14). Make sure you select the substance from the pull down menu, otherwise it will not register it. Also set the status to Active. You can always inactivate a substance in an Analysis Group. After selecting it, click 'Add to Group' (#15):



Repeat the process until all the substances you want in the analysis group are selected:

The screenshot displays a web application for managing substance analysis groups. The browser address bar shows the URL: `http://salts2/iPACS_TEST/Pages/Config/SubAnlyGrpInfo.aspx?GrpID=5084`. The page title is "Substance Analysis Group Information TEST_SPECIAL_PARAMETER_GROUP".

Substance Analysis Group Information

Analysis Group Code: TEST_SPECIAL_PARAMETER_GROUP

Description: BOD (SM 5210B), VSS (SM 2540E), TDS (SM 2540C), orthophosphate (SM 4500P-E)

Sample Method Code: Composite

Status: Active

Analysis Group Type: [Empty]

Sample Preservation Code: [Empty]

Sample Size Code: [Empty]

Matrix: [Empty]

Number of Bottles: [Empty]

Lab ID: [Empty]

Substance Analysis Group Detail

	Substance Name	Status	Item Code	CAS Number
	BOD	A		
	Orthophosphate, total	A		
	Solids, Total Dissolved	A		
	VSS	A		

4 of 4 [Export to Excel](#)

[Add More Substance to Group](#)

Admin Mode | User Mode

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3:28 PM 6/12/2014

Most substances should be available, but if they are not, you can select the substance submodule (#16) from the Configuration – Reference Table module and add a substance:

Reference value lookup

Instruction Detail

Reference Lookup

Compliance Status

Identifier	Code	Name	Description	Status
Closed	Closed	Closed	Violation Closed	A
Detected	Detected	Detected	Violation Detected	A
Enforcement Failed	Enforcement Failed	Enforcement Failed	Enforcement Failed	A
In Enforcement	In Enforcement	In Enforcement	Enforcement record created	A
Pending Enforcement	Pending Enforcement	Pending Enforcement	Violation pending enforcement	A
Rescinded	Rescinded	Rescinded	Violation Rescinded	A
Resolved	Resolved	Resolved	Violation Resolved	A
Under Review	Under Review	Under Review	Violation Under Review	A
8 of 8				Export to Excel

Add New

Admin Mode User Mode

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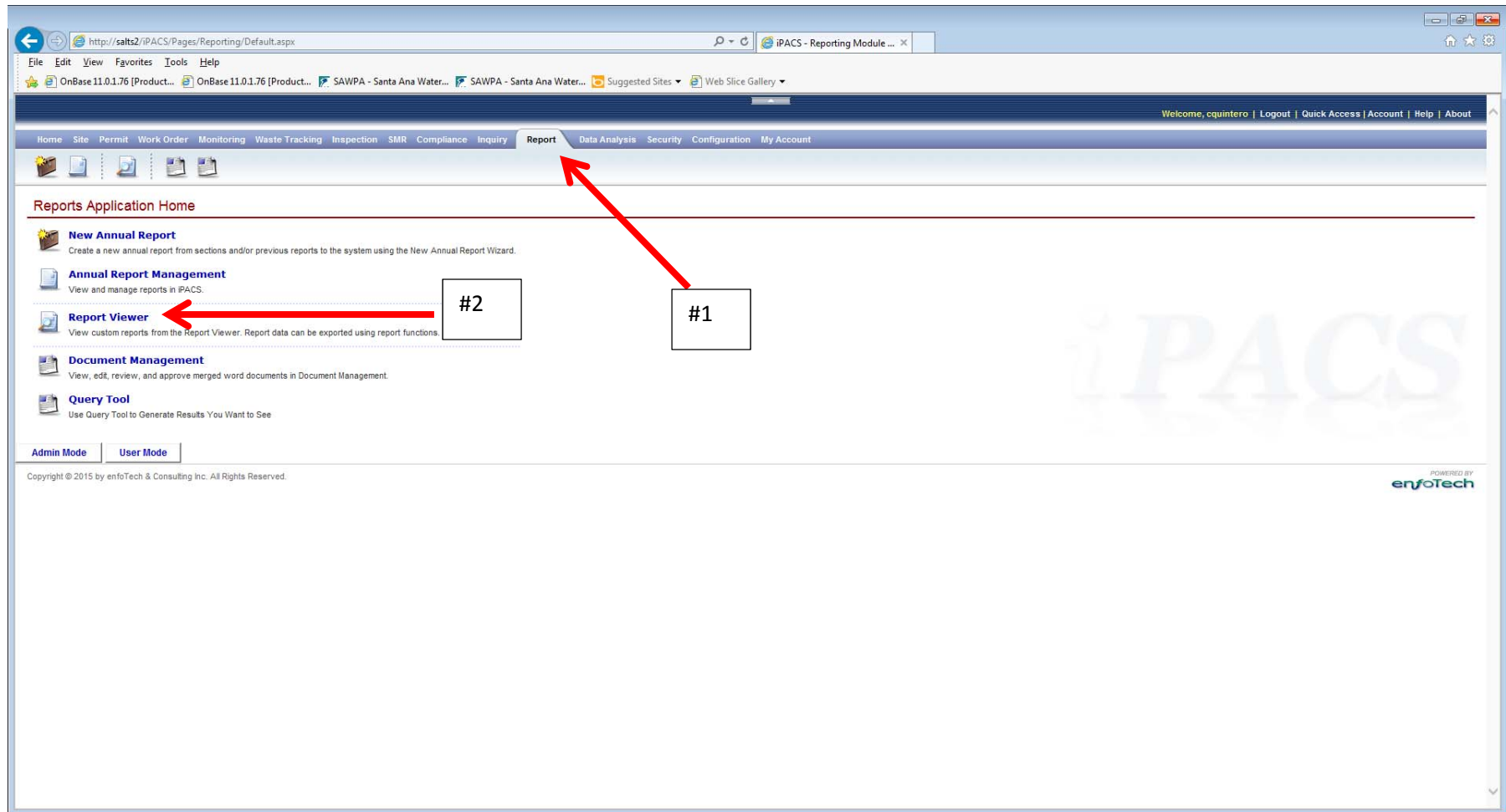
POWERED BY enfoTech

http://salts2/PCS_TEST/Pages/Config/SubstanceSearch.aspx?CONFIG_MODULE_ID=9&highlightId=9

3:29 PM 6/12/2014

Generating Monthly/Quarterly/Water Quality Reports

Go to the Report Module (#1), then select Report Viewer (#2):



Select Monthly or Quarterly report as required (#3):

The screenshot displays the Crystal Report Viewer application. The browser address bar shows the URL: `http://salts2/IPACS/Pages/Reporting/CrystalReport/ViewReport.aspx`. The application has a top navigation bar with links like Home, Site, Permit, Work Order, Monitoring, Waste Tracking, Inspection, SMR, Compliance, Inquiry, Report, Data Analysis, Security, Configuration, and My Account. Below this is a sidebar with 'Crystal Reports' and options to 'View Reports' or 'Manage Reports'. The main content area is titled 'Crystal Report Viewer' and contains an 'Instruction Detail' section. Below that is a 'Contents' section with a tree view under the 'IPACS' root. The tree view includes '1. System Wide Reports' and '2. Module Specific Reports'. Under '1. System Wide Reports', there are two items: 'Monthly Report (General module)' and 'Quarterly Report (General module)'. A red arrow points from a box labeled '#3' to the 'Monthly Report (General module)' item. The bottom of the interface shows 'Admin Mode' and 'User Mode' tabs.

Crystal Report Viewer

Contents

- IPACS
 - 1. System Wide Reports
 - Monthly Report (General module)
 - Quarterly Report (General module)
 - 2. Module Specific Reports
 - Enforcement
 - NOV Letter (Enforcement module)
 - Facility
 - Blank COC (Facility module)
 - Inspection
 - Inspection Form (Inspection module)
 - Monitoring
 - Blank Bottle Label (Monitoring module)
 - Bottle Label (for monitoring basic info page) (Monitoring module)
 - MON_CO2 (Monitoring module)
 - Water Quality Report (Monitoring module)
 - Permit
 - CIU Permit (Permit module)
 - LWH Permit (Permit module)

You'll get a pop-up screen (make sure you enable pop-up windows for the iPacs website):

For **Monthly reports**, select the month, year, and Agency, then click "OK".

Crystal Report - Internet Explorer

Enter WhichMonth: WhichMonth

September

Enter Year: Year

2015

Enter Agency: Agency

SAWPA

OK

100%

You'll get new window with a Crystal Report. At this point, it is advisable to export it to PDF by clicking on the Save/Export icon (#4) on the top left of the screen. It is quicker to scroll down the pages of a PDF document than the Crystal Report document.

**SANTA ANA WATERSHED PROJECT AUTHORITY
REGULATORY COMPLIANCE PRETREATMENT PROGRAM
Monthly Report
Reporting Period September 2015**

IU Name, Address and Permit Information	Process Description & Permitted Flow	Flow MG	CSC	Violations				Inspections	
				Parameter	Result	Limit	CD		
Advanced Chemical Transport 1210 Elino Drive, Sunnyvale, Ca	Advanced Chemical Transport hauls wastewater from permitted waste generators to the EBL Collection Stations.		C					Violation: None found. Enforcement: None found.	Not Inspected
LWH Permit No. H1100-1 Expires 08/12/2016	MGD N/A								

COMPLIANCE STATUS CODE (CSC)
 C Currently in Compliance
 IC Inconsistently Achieving Compliance
 SNC Significantly not Complying with Pretreatment Requirements
 CS On a Compliance Schedule to Achieve Compliance
 NC Not in Compliance and not on a Compliance Schedule
 UK Compliance Status Unknown

COMPLIANCE DETERMINATION (CD)
 1. POTW SAMPLING
 2. IU SELF MONITORING
 3. COMBINATION OF 1&2
 4. OTHER (EXPLAIN)

INDUSTRY CATEGORY
 SIU SIGNIFICANT INDUSTRIAL USER
 CIU Categorical Industrial User
 IU Industrial User

Click on "Export" (#5):

Crystal Report - Internet Explorer

Parameters Group Tree 1 / 1+ 100%

CRYSTAL REPORTS 2008

Main Report

Advanced Chemical Transport
 EMWD Railroad Canyon Pipeline
 EMWD Regional Water Reclamation F
 Environmental Management Technol
 Giuliano & Sons Briners, Inc.
 Haz Mat Trans, Inc.
 Hazardous Waste Transportation Se
 Henry Wochholz Regional Water Rec
 EUA Collection Station
 Inland Bioenergy, LLC
 Inland Empire Utilities Agency (Los S
 Inland Pumping Service, LLC
 JCSD Wells 17 & 18 Ion Exchange Tr
 Jurupa Community Services District -
 Jurupa Community Services District -
 Jurupa Community Services District -
 Jurupa Community Services District -
 Jurupa Community Services District -
 Jurupa Community Services District -
 LWH
 Permit No. H1100-1
 Expires 08/12/2016
 Menifee Valley Trucked Waste Dispo
 Perris and Menifee Desalination Faci
 Rayne Water Conditioning
 Reach 4 Off-Spec Recycled Water to
 Roger D. Teagarden Ion Exchange V
 San Bernardino Municipal Water Dep
 SBMWD Collection Station
 Stringfellow Pretreatment Facility
 The Chino Desalter Authority I
 The Chino Desalter Authority II
 Western Environmental Services, Inc
 Western Municipal Water District (Co
 WMWD Arlington Desalter
 WRCRWA - South Regional Pumping

SANTA ANA WATERSHED PROJECT AUTHORITY
 REGULATORY COMPLIANCE PRETREATMENT PROGRAM
 Monthly Report
 Reporting Period September 2015

IU Name, Address and Permit Information	Process Description & Permitted Flow	Flow MG	CSC	Violations					Inspections
				Parameter	Result	Limit	CD	Enforcement Action	
Advanced Chemical Transport 1210 Elko Drive, Sunnyvale, Ca	Advanced Chemical Transport hauls wastewater from permitted waste generators to the IEBL Collection Stations.		C					Violation: None found.	Not inspected
LWH Permit No. H1100-1 Expires 08/12/2016	MGD N/A							Enforcement: None found.	

Export

File Format:
PDF

Page Range:
☒ All Pages
☐ Select Pages
 From: To:

Export

COMPLIANCE STATUS CODE (CSC)
 C Currently in Compliance
 IC Inconsistently Achieving Compliance
 SNC Significantly not Complying with Pretreatment Requirements
 CS On a Compliance Schedule to Achieve Compliance
 NC Not in Compliance and not on a Compliance Schedule
 UK Compliance Status Unknown

COMPLIANCE DETERMINATION (CD)
 1. POTW SAMPLING
 2. IU SELF MONITORING
 3. COMBINATION OF 1&2
 4. OTHER (EXPLAIN)

INDUSTRY CATEGORY
 SIU SIGNIFICANT INDUSTRIAL USER
 CIU Categorical Industrial User
 IU Industrial User

#5

Select the “Open” or “Save” option on the bottom of the screen (#6):

Crystal Report - Internet Explorer

Parameters Group Tree 1 / 1+ 100%

CRYSTAL REPORTS 2008

Main Report

- Advanced Chemical Transport
- EMWD Railroad Canyon Pipeline
- EMWD Regional Water Reclamation F
- Environmental Management Technol
- Giuliano & Sons Briners, Inc.
- Haz Mat Trans, Inc.
- Hazardous Waste Transportation Se
- Henry Wochholz Regional Water Rec
- EUA Collection Station
- Inland Bioenergy, LLC
- Inland Empire Utilities Agency (Los S
- Inland Pumping Service, LLC
- JCSD Wells 17 & 18 Ion Exchange Tr
- Jurupa Community Services District -
- Jurupa Community Services District -
- Jurupa Community Services District -
- Jurupa Community Services District -
- Jurupa Community Services District -
- Jurupa Community Services District -
- Jurupa Community Services District -
- K-Vac Environmental Services, Inc.
- Menifee Valley Trucked Waste Dispo
- Perris and Menifee Desalination Faci
- Rayne Water Conditioning
- Reach 4 Off-Spec Recycled Water tr
- Roger D. Teagarden Ion Exchange V
- San Bernardino Municipal Water Dep
- SBMWD Collection Station
- Stringfellow Pretreatment Facility
- The Chino Desalter Authority I
- The Chino Desalter Authority II
- Western Environmental Services, Inc
- Western Municipal Water District (Co
- WMWD Arlington Desalter
- WRCRWA - South Regional Pumping

SANTA ANA WATERSHED PROJECT AUTHORITY
REGULATORY COMPLIANCE PRETREATMENT PROGRAM
Monthly Report
Reporting Period September 2015

IU Name, Address and Permit Information	Process Description & Permitted Flow	Flow MG	CSC	Violations				Inspections
				Parameter	Result	Limit	CD	
Advanced Chemical Transport 1210 Elko Drive, Sunnyvale, Ca	Advanced Chemical Transport hauls wastewater from permitted waste generators to the IEBL Collection Stations.		C					Violation: None found.
LWH Permit No. H1100-1 Expires 08/12/2016	MGD N/A							Enforcement: None found.

COMPLIANCE STATUS CODE (CSC)
C Currently in Compliance
IC Inconsistently Achieving Compliance
SNC Significantly not Complying with Pretreatment Requirements
CS On a Compliance Schedule to Achieve Compliance
NC Not in Compliance and not on a Compliance Schedule
UK Compliance Status Unknown

COMPLIANCE DETERMINATION (CD)
1. POTW SAMPLING
2. IU SELF MONITORING
3. COMBINATION OF 1&2
4. OTHER (EXPLAIN)

INDUSTRY CATEGORY
SIU SIGNIFICANT INDUSTRIAL USER
CIU Categorical Industrial User
IU Industrial User

Do you want to open or save CrystalReportViewer1.pdf (111 KB) from salts2?

Open Save Cancel

#6

For Quarterly Reports, you need to enter the quarter based on the calendar year, the year, and the Agency, then click “OK”

January – March = Quarter 1

April – June = Quarter 2

July – September = Quarter 3

October – December = Quarter 4

Crystal Report - Internet Explorer

Enter WhichQuarter?: WhichQuarter?

3

Enter Year: Year

2015

Enter Agency: Agency

SAWPA

OK

100%

You'll get a screen with the report which you can then export to PDF (see Page 4):

Crystal Report - Internet Explorer

Parameters Group Tree 1 / 1+ 100%

CRYSTAL REPORTS' 2008

Main Report

- Advanced Chemical Transport
- EMWD Railroad Canyon Pipeline
- EMWD Regional Water Reclamation F
- Environmental Management Technol
- Giuliano & Sons Briners, Inc.
- Haz Mat Trans, Inc.
- Hazardous Waste Transportation Se
- Henry Wochholz Regional Water Rec
- EUA Collection Station
- Inland Bioenergy, LLC
- Inland Empire Utilities Agency (Los S
- Inland Pumping Service, LLC
- JCSD Wells 17 & 18 Ion Exchange Tr
- Jurupa Community Services District -
- Jurupa Community Services District -
- Jurupa Community Services District -
- Jurupa Community Services District -
- Jurupa Community Services District -
- Jurupa Community Services District -
- Jurupa Community Services District -
- K-Vac Environmental Services, Inc.
- Menifee Valley Trucked Waste Dispo
- Perris and Menifee Desalination Faci
- Rayne Water Conditioning
- Reach 4 Off-Spec Recycled Water to
- Roger D. Teagarden Ion Exchange V
- San Bernardino Municipal Water Dep
- SBMWD Collection Station
- Stringfellow Pretreatment Facility
- The Chino Desalter Authority I
- The Chino Desalter Authority II
- Western Environmental Services, Inc
- Western Municipal Water District (Co
- WMWD Arlington Desalter
- WRCRWA - South Regional Pumping

SANTA ANA WATERSHED PROJECT AUTHORITY
REGULATORY COMPLIANCE PRETREATMENT PROGRAM
 Quarterly Report
 Reporting Period Jul - Sept 2015

IU Name, Address and Permit Information	Process Description & Permitted Flow	Flow MG	CSC			Violations				Inspections	
						Parameter	Result	Limit	CD	Enforcement Action	
Advanced Chemical Transport 1210 Elko Drive, Sunnyvale, Ca	Advanced Chemical Transport hauls wastewater from permitted waste generators to the IEBL Collection Stations.		C	C	C					Violation: None found.	Not inspected
LWH Permit No. H1100-1 Expires 08/12/2016	MGD N/A									Enforcement: None found.	

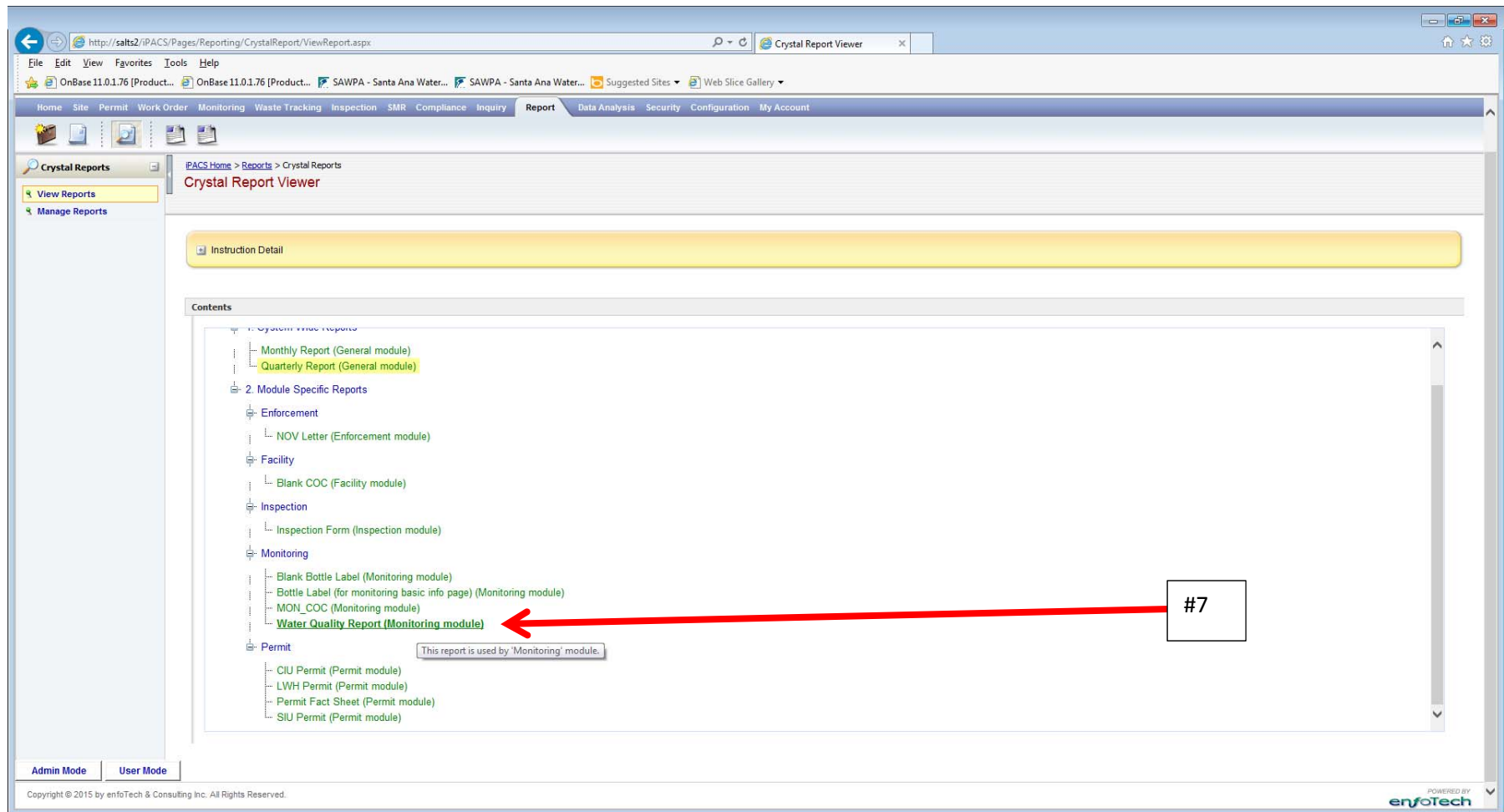
COMPLIANCE STATUS CODE (CSC)
 C Currently in Compliance
 IC Inconsistently Achieving Compliance
 SNC Significantly not Complying with Pretreatment Requirements
 CS On a Compliance Schedule to Achieve Compliance
 NC Not in Compliance and not on a Compliance Schedule
 UK Compliance Status Unknown

COMPLIANCE DETERMINATION (CD)
 1. POTW SAMPLING
 2. IU SELF MONITORING
 3. COMBINATION OF 1&2
 4. OTHER (EXPLAIN)

INDUSTRY CATEGORY
 SIU SIGNIFICANT INDUSTRIAL USER
 CIU Categorical Industrial User
 IU Industrial User

100%

To generate the Water Quality Report , select the “Water Quality Report (Monitoring Module)” option (#7):



You'll get a new screen, where you'll enter the date range and the Agency. Once this is entered, click "OK".

The screenshot shows a web browser window titled "Crystal Report - Internet Explorer". The page contains a form with three main sections for data entry:

- SampleStartDate:** A text input field with the value "7/1/2015". Above the field is the label "Enter SampleStartDate:" and a hint "Please enter Date in format 'mm/dd/yyyy'.". To the right of the field is a small calendar icon.
- SampleEndDate:** A text input field with the value "9/30/2015". Above the field is the label "Enter SampleEndDate:" and a hint "Please enter Date in format 'mm/dd/yyyy'.". To the right of the field is a small calendar icon.
- Agency:** A dropdown menu showing "SAWPA" and a text input field below it also containing "SAWPA". Above the dropdown is the label "Enter Agency:". Below the text input is the label "Enter a Value:". An "OK" button is located at the bottom center of the form.

The browser's status bar at the bottom indicates a zoom level of 100%.

Generating the report may take a long time to process, but once it does, you'll see a screen like this, which you can then export to PDF (see Page #4):

Crystal Report - Internet Explorer

Parameters Group Tree 1/58 100%

CRYSTAL REPORTS' 2008

Main Report

- EMWD Regional Water Reclamation Facility
- Giuliano & Sons Briners, Inc.
- Inland Bioenergy, LLC
- JCSO Wells 17 & 18 Ion Exchange Tr
- Jurupa Community Services District -
- Jurupa Community Services District -
- Perris and Menifee Desalination Facility
- Rayne Water Conditioning
- Roger D. Teagarden Ion Exchange V
- SO-1
- Strawgellow Pretreatment Facility
- The Chino Desalter Authority I
- The Chino Desalter Authority II

Water Quality Compliance
07/01/2015 - 09/30/2015

Santa Ana Watershed Project Authority

IJ Name	Permit No.	Sampled	Sample ID	Source	Parameter	Result	Unit	Result Flag	In NC	Daily Limit (Max)	Monthly Limit (Max)
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	Arsenic	0.008	mg/L			2 mg/L	
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	BOD <	2.400	mg/L			12000 mg/L	
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	Cadmium	0.001	mg/L			1 mg/L	
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	Copper	0.130	mg/L			3 mg/L	
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	DOC	11.000	mg/L			700 mg/L	
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	Lead	0.046	mg/L			2 mg/L	
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	Mercury	0.001	mg/L			0.03 mg/L	
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	Nickel	0.790	mg/L			10 mg/L	
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	pH	6.400	S.U.			12 S.U.	
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	Silver	0.001	mg/L			5 mg/L	
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	Solids, Total Dissolved	130,000.000	mg/L				
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	Total Chromium	0.340	mg/L			2 mg/L	
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	Total Hardness	630.000	mg/L				
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	TSS	900.000	mg/L				
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	VSS	480.000	mg/L				
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	Zinc	0.740	mg/L			10 mg/L	
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	Oil and Grease (Mineral)	13.000	mg/L			100 mg/L	
EMWD Regional Water Reclamation Facility	I1107-1.1	07/27/2015	16158	SMR	FOG	6.000	mg/L			500 mg/L	

100%