

Place Module

General Info Tab of Place Module

- Use the established naming conventions to establish Place Name.
- Place Description -free text field that can be added to by multiple staff. For example, it can be used to describe more complicated situations than can adequately be described by the related place/party/violation/regulatory measure tabs. It can also be used to add additional location description information.
- Program is populated by the related regulatory measure(s)
- The physical address fields are not required and should not be completed if inappropriate.
- Physical addresses are for the geographic location and should not include P.O. Box addresses.
- Physical addresses that are intersections or other non-traditional addresses (i.e., not a “mailing address”) should be briefly described in the “street name” field, leaving street number and street type blank. Additional description can be given in the description. For example, if the site is at the end of an unnamed road close to the northwest corner of the intersection of Pine Street and Tulip Road, enter “NWC of Pine Street and Tulip Road” in the street name field. In the description field, describe “the site is at the end of an unnamed road/driveway which is approximately 30 feet north of the northwest corner of the intersection.”

SIC/NAICS Tab of Places module

- “Facilities” must have at least one Standard Industrial Classification (SIC). There must be one and only one primary SIC. SIC codes must be 4 digits. There may also be one or more linked NAICS code.

Related Parties Tab of Place Module

- Places with linked related regulatory measures must have related organizations with the role/relationship of both “owner” and “operator” or “owner and operator”. These roles may be fulfilled by one or more organizations.
- If the start date is unknown, the date of data entry can be used.
- Party relationships should not be “unlinked.” If the relationship ends, an “end date” should be entered. For example, if there is an ownership change, enter an end date to

the existing organization and link the new organization, do not “unlink” the original organization.

- On the search screen, a place may be found by searching on either active or inactive parties. . That is, a search on related party will return both active and inactive parties.
- To find a place that is related to a specific party, that party must be either a “related organization” or a “related person” to that place. This search will not work if the place and party are related through “person at organization.”
- The party with the relationship of “owner” populates the “agency” field on the search screen and header.

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Relationship	Definition
Case Worker	Water Board staff assigned to the facility. For eSMR, this person will be sent emails regarding submittals for this facility. Not appropriate for an organization.
Contact	External representative of a place. Not appropriate for an organization.
Interested Party	External person or organization that has expressed interest in the place. For example, Environmental Organization or complainant.
Is A Data Submitter For	Party authorized to enter data into eSMR for the regulatory measure regulating the place. This should only be assigned by the system or the Help Center. Not appropriate for an organization.
Is Onsite Manager For	Party authorized to submit eSMR for the regulatory measure regulating the place. This should only be assigned by the system or the Help Center. Not appropriate for an organization.
Jurisdiction Over	This role is for external persons or organizations having responsibility for a place.
Operator	Party that operates a facility but does not own the place. If the place is regulated, the operator must be an organization.
Owner	Party that owns a facility but does not operate the place. If the place is regulated, the owner must be an organization.
Pending – Is a Data Submitter For	A person that has requested to be a data submitter but has not yet been authorized.
Pending – Is Onsite Manager For	A person that has requested to be a data submitted but has not yet been authorized.
Regulating	Water Board that is regulating the place.

Related Place Tab in Place Module

- Discharge points are only required for eSMR places (i.e., places that are related to a discharger that submits monitoring reports electronically).

- If the start date is unknown, the date of data entry can be used.

Related Violations in Place Module

- The Related Violations tab displays violations to which the place has been linked (regardless of the role/relationship assigned). The link cannot be made from the place module; it must be made from the violation module.

Related Regulatory Measures in Place Module

- The related regulatory measure tab displays regulatory measures to which the place has been linked (regardless of the role/relationship assigned). The link cannot be made from the place module; it must be made from the regulatory measure module.

Additional Info

- For CAFOs that are related to a regulatory measure, CAFO_subtype, CAFO_Type, Population, Quality_Assurance.
- For poultry CAFOs that are related to a regulatory measure, ONSITE is required.
- Population is CAFO population