

# ***Regulatory Measure At-A-Glance Fact Sheet***

*Summary: User-specified summary criteria return a list of regulatory measures. The user can drill down using the “Glance Report” link to information on the regulatory measure’s Places, Monitoring Locations, Parties, Related Reg. Measures, Reporting Requirements, and Violations.*

## **Using the Report (Navigation)**

### **LOCATION**

These reports are located under the Run Reports link in CIWQS under the At-A-Glance heading. You can also get to it using the Regulatory Measure Module Search.

### **SEARCH CRITERIA**

The Search Screen is the same as the search screen in the Regulatory Measure module. The key difference is if the user starts from Run Reports, it defaults to the advanced search. When starting at the Regulatory Measure Module, the default is the simple search.

Regulatory Measure ID, Number/Identifier, Facility Name, and Related Party Name are text fields. The Regulatory Measure ID expects a complete ID number. The other fields are not case sensitive and contain an implied wildcard search. For example, entering “san” in the Facility Name field will return values that included **San** Diego City CS, **Santa** Fe Springs Refinery, and Pleas**ant** Point Dairy.

Identifier Type, Reg. Measure Type, Individual/General, Program, and Status are dropdown menus. The user can choose one and only one value in each of the lists. To use a dropdown, click the upside down triangle on the right. Identifier type is not required when searching by identifier, though it helps narrow the search.

Related Place Type(s) is a “pick list.” A pick list displays several items and has a scroll bar on the right side. It allows the user to select multiple values. Hold down the Ctrl key and left click to select multiple values in any order you choose. Hold down the Shift key and left click to select everything between two values. Hold down Ctrl and left click to deselect.

“Addresses MMP” is a check box. Click inside the box to find enforcement regulatory measures that address at least one MMP.

The final gray button, which is called “Search,” starts the query.

### **HYPERLINKS**

#### Search Results

The Search Criteria returns a list of regulatory measures.

The user may choose “New Search” taking him/her back to the search screen cleared of previous entry or “Refine Search,” which returns the user to the search with the previous criteria still selected.

The user can choose to export the search results to Excel, show more records on the page, and/or navigate to the next page using a drop-down or “Next” link.

## **Search Criteria**

- Regulatory Measure ID
- Number/Identifier
- Identifier Type
- Reg. Measure Type
- Individual/General
- Water Board
- Facility Name
- Related Place Type(s)
- Related Party Name
- Addresses MMP
- Program
- Status

## **Search Results**

- Regulatory Measure ID
- Title
- Glance Report (links to report)
- Program
- Reg. Measure Type
- Order Number/Primary Identifier
- Facility
- Related Place Type(s)
- Effective Dates
- Action

Clicking on the columns headings will sort the data. Clicking the headings again will sort in reverse order. Select "Reg. Measure" in the Glance Report column to go to the Regulatory Measure at-a-glance report.

### At-A-Glance Report

At the top of the Report is a link "Back to Search Screen." Click this to run a new search. Clicking "Home" or "Reports" in the top right corner will take the user to the Main Menu or to Run Reports, respectively.

Clicking on the plus sign on the left side of any section will expand the section to provide more data. Clicking on the minus sign hides the section's data. Using the plus and minus buttons at the top right of the report will do the same for the entire report.

Both the Reg. Measure ID and the "EDIT" links take the user to the regulatory measure record in CIWQS. The identifiers in each section will take the user to the applicable CIWQS record.

### How current is the data?

This report is on a nightly refresh schedule, which means that changes made in CIWQS will not be reflected until the next day. Reports are constructed from all entered data as of the close of business the previous day. If the refresh fails, the data in the report will be stale. Please notify the CIWQS Help Center (866)-792-4977 or [ciwqs@waterboards.ca.gov](mailto:ciwqs@waterboards.ca.gov) if you believe a report has not been refreshed.

### Where is this information coming from?

#### GENERAL INFORMATION

**Region** – [FIELD NOT WORKING]

**Status** – this is the status of the regulatory measure found in the Regulatory Measure's General Info tab

**Reg. Measure ID** – this is a unique CIWQS identifier associated with the regulatory measure

**Effective/Expiration Date** – this is a date range that starts with the Effective Date and ends with the Expiration/Review Date, both of which are found in the Dates section of the Regulatory Measure's General Info tab

**Title** – this is the title found in the Regulatory Measure's General Info tab

**Program** – the program linked to the reg. measure in the General Info tab. If there are multiple, the programs are concatenated.

**Type** – this is the Regulatory Measure Type found in the Regulatory Measure's General Info tab

**Identifiers (Order Number, CI No., etc.)** – these are all of the identifiers that have been entered in the Identifiers section of the Regulatory Measure's General Info tab

#### RELATED PLACES

**Place ID** – this is a unique CIWQS identifier associated with the place

**Place Type** – this is the place type of facility or child of facility related to the regulatory measure (under Related Places)

### Detailed Report Headings

- Facility General Information
  - Region
  - Status
  - Regulatory Measure ID
  - Effective/Expiration Date
  - Title
  - Program
  - Type
  - Identifiers
- Related Place
  - Total Related Places Count
  - Place ID
  - Place Type
  - Place Name
  - Role/Relationship
- Monitoring Locations
  - Total Monitoring Locations Count
  - Mon. Loc. ID
  - Facility
  - Type
  - Name
- Related Parties
  - Total Related Parties Count
  - Party ID
  - Party Type
  - Party Name
  - Relationship
- Related Regulatory Measures
  - Total Related Reg. Measures Count
  - Total Active Reg. Measures Count
  - Total Historical Reg. Measures Count
  - Reg. Measure ID
  - Program
  - Order No.
  - Eff. Date
  - Exp/Rev. Date
  - Termination Date
  - Status
- Reporting Requirements
  - Total Reporting Requirements Count
  - Due Date
  - Report Name
  - Reporting Period
  - Status
  - Date Submitted
- Violations
  - Total Violations Count
  - Violation ID
  - Violation Type
  - Status
  - Priority
  - Occurred Date
  - Source

**Place Name** – this is the place name in the place record related to the regulatory measure (under Related Places)

**Role/Relationship** – this is the relationship in the Related Places tab of the facility to the regulatory measure

### **MONITORING LOCATIONS**

**Mon. Loc. ID** – this is a unique CIWQS identifier associated with Monitoring Locations. Monitoring Locations are created in the Regulatory Measure under the Monitoring Locations tab

**Facility** – this is a misnomer. It is actually the name of the monitoring location (e.g, EFF-001X). The Facility and Name fields are switched in this report.

**Type** – this is the type of monitoring location (e.g., effluent monitoring, influent monitoring, receiving water monitoring, etc.)

**Name** – this is a misnomer. It is actually the name of the facility associated with the monitoring location. The Facility and Name fields are switched in this report.

### **RELATED PARTIES**

**Party ID** – this is a unique CIWQS identifier associated with parties related to the regulatory measure (under Related Parties)

**Party Type** – the party type is either a person or an organization and is found in the party record

**Party Name** – the name of the party linked to the regulatory measure (under Related Parties)

**Relationship** – this is the relationship in the Related Parties tab of the party to the regulatory measure

### **RELATED REGULATORY MEASURES [SECTION NOT WORKING]**

#### **REPORTING REQUIREMENTS**

**Due Date** – date the report must be submitted according to the WDR/permit as entered as an expectation in CIWQS

**Report Name** – from the SMR Module, this field typically indicates what type of report it is (e.g., Monthly SMR (MONNPDES) report for October 2008)

**Reporting Period** – reporting period is determined from the WDR/permit and entered into CIWQS as an expectation.

**Status** – from the SMR module, this is the status of submission of the report

**Date Submitted** – this is the date an electronic report is submitted into CIWQS or, for paper reports it is the date recorded as Date Received in CIWQS

#### **VIOLATIONS**

**Violation ID** – this is a unique CIWQS identifier associated with violations related to the regulatory measure. Violations are linked to Regulatory Measures in the Violation Module.

**Violation Type** – the violation type is from the violation record

**Status** – the status of the violation linked to the regulatory measure

**Priority** – this is “Y” if the Priority checkbox is checked in the violation record

**Occurred Date** – the date that the violation occurred found in the violation record

**Source** – the source of the violation found in the violation record

### **Report Facts**

- Only report that shows monitoring locations and related regulatory measures

### **Contact Info**

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