

Lesson 13

Deleting Violations and Inspections

Objectives

- Delete duplicate and unlinked violations
- Delete duplicate inspections

Prerequisites

- Violations and/or Inspections that need to be deleted from CIWQS

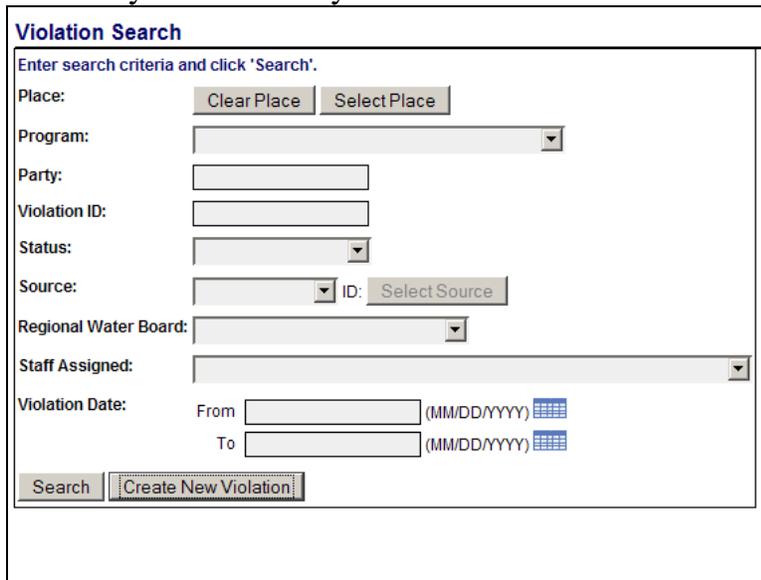
How to delete Violations

1. Once a duplicate or invalid violation has been located in CIWQS, from the Main menu, select the Create/Maintain Violations link.



A screenshot of a web application's main menu. The menu items are listed in a vertical column, each preceded by a small square bullet point. The items are: Submit/Review a Self Monitoring Report (SMR), Run Reports, View/Change My Personal Information, Create/Maintain Places, Create/Maintain Parties, Create/Maintain Regulatory Measures, Create/Maintain Violations, Create/Maintain Inspections, Create/Maintain Invoices, Map It!, and Administer System. The 'Create/Maintain Violations' link is highlighted with a blue underline.

2. When the Violation Search screen appears, search for the Violation by the violation ID if you have it. If you do not have the Violation ID click on the Select Place button.



A screenshot of the 'Violation Search' screen. The title 'Violation Search' is at the top left. Below it is the instruction 'Enter search criteria and click 'Search''. The form contains several fields: 'Place' with 'Clear Place' and 'Select Place' buttons; 'Program' with a dropdown menu; 'Party' with a text input; 'Violation ID' with a text input; 'Status' with a dropdown menu; 'Source' with a dropdown menu and an 'ID: Select Source' button; 'Regional Water Board' with a dropdown menu; 'Staff Assigned' with a dropdown menu; and 'Violation Date' with 'From' and 'To' text inputs, each followed by a date picker icon. At the bottom are 'Search' and 'Create New Violation' buttons.

- At the Place Search screen, you can search by a multitude of options, including the Place Name or Physical Address. After entering your search criteria, press the Search button at the bottom of the screen.

Place Search

Enter any search criteria and click "Search".

Place ID:

Identifier: Identifier Type:

Place Name:

Place Type:

Physical Address:

City: Zip: County:

Regional Water Board:

Latitude: deg. min. sec. OR decimal degrees

Longitude: deg. min. sec. OR decimal degrees

Related Party Name:

- Locate the correct search result and click the "Link" hyperlink on the right side of the table.

	Physical Address	Latitude/Longitude	Regional Water Board	Identifier	
ty	1521 HALE AVE ESCONDIDO, CA 92029-3052	33°6'16" N 117°6'42" W	9	9 000000031	Link
ty	201 North Broadway Escondido, CA 92025		9		Link

Previous 1-2 of 2 Next

- Back at the Violation search screen, you can narrow down your search by inserting a date or Related Place, if necessary. Press the Search button to search for the violation.

Violation Search

Enter search criteria and click 'Search'.

Place: HARRF DISCH TO SAN ELIJO OO

Program:

Party:

Violation ID:

Status:

Source: ID:

Regional Water Board:

Staff Assigned:

Violation Date: From (MM/DD/YYYY)
 To (MM/DD/YYYY)

- When the Violation Search Results load, locate the invalid violation and click on the Violation ID, which serves as a hyperlink.

Violation ID	Violation Date	Violation Type	Serious/Priority?	Place Name
254339	06/29/2004	Category 1 Pollutant (Effluent Violation for Group 1 Pollutant)		HARRF DISCH TO SAN ELIJO OO
254563	06/29/2004	Category 1 Pollutant (Effluent Violation for Group 1 Pollutant)		HARRF DISCH TO SAN ELIJO OO
267046	06/29/2004	Category 1 Pollutant (Effluent Violation for Group 1 Pollutant)	Serious, Priority	HARRF DISCH TO SAN ELIJO OO
266984	06/29/2004	Category 1 Pollutant (Effluent Violation for Group 1 Pollutant)		HARRF DISCH TO SAN ELIJO OO

- On the General Info tab of the violation, under the description, label it as “Delete Violation – Invalid” and click Save.

General Info
Requirements
Related Parties
Related Places
Linked Enforce

Violation ID: 254563

Violation Type:* Water Quality -> Effluent -> CAT1

Violation Description:* Delete Violation - Invalid

monthly average TSS mass loading effluent rate of 4,199 lb/day exceeds permit limitation of 4,100 lb/day

Violation Comments:

Corrective Action:

8. Click on the Requirements tab.

Violation [Back to Search Screen]	
Violation ID:	254563
Water Board:	Region 9 - San Diego
Facility:	HARRF DISCH TO SAN ELIJO OO
Order #:	R9-1999-0072
General Info Requirements Related Parties Related Places	
<input type="button" value="Save"/>	
Violation ID:	254563

9. Click on the "Search for Regulatory Measure" button.

General Info Requirements Related Parties Related Places Linked Enforcement Actions Documents Addn. Info A	
<input type="button" value="Save"/>	
Regulatory Measure Number:	147465 <input type="button" value="Search for Regulatory Measure"/>
Monitoring Location:	<input type="button" value="v"/>
Requirement Type:	<input type="button" value="v"/> <input type="button" value="Search for Requirement"/>
Requirement Text:	<input type="text"/>
Program:	
Reported Result:	monthly average TSS mass loading effluent rate of 4,199 lb/day exceeds permit limitation of 4,100 lb/day

10. At the Regulatory Measure Search screen, search for the Regulatory Measure designated for invalid transaction. Search by entering in the Regulatory Measure ID <302696> and click search.

Regulatory Measure Search	
Enter search criteria and click 'Search'.	
Regulatory Measure ID:	<input type="text" value="302696"/>
Number/Identifier:	<input type="text"/> Identifier Type: <input type="button" value="v"/>
Regulatory Measure:	<input type="button" value="v"/>
Water Board:	<input type="button" value="v"/>
Facility Name:	<input type="text"/>
Related Party Name:	<input type="text"/>
Program:	<input type="button" value="v"/>
<input type="button" value="Search"/> <input type="button" value="Cancel"/>	

11. From the Search Results screen, select the corresponding regulatory measure by clicking on the “Select” hyperlink.

Previous 1-1 of 1 Next				
Regulatory Measure	Order Number/Primary Identifier	Facility	Effective Dates	Action
RR-DELETE-ME	DELETE WWTP - FAKE FACILITY	06/29/2005 - 06/29/2010	Select	

12. Back at the Requirements tab, select “Technical” from the Requirement Type drop-down menu.

Requirement Type: Search for Requirement

Requirement Text:

Program:

Reported Result:

- Project
- Qualification
- Reference material
- Report
- Reporting
- Required Financial Assurance
- Required Practices
- Required Site Condition
- Retest
- Sample Analysis
- Sampling
- Sampling Activity
- Site Condition
- Study
- Summary
- Technical**
- Testing
- Waiver Condition
- Program
- Water Code Sub-Section

effluent rate of
n of 4,100 lb/day

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13. In the Requirement Text box, type in “Delete Violation – Invalid” and click save.

General Info Requirements Related Parties Related Places Linked Enforcement Actions Documents Addn. Info

Save

Regulatory Measure Number: 302696 Search for Regulatory Measure

Monitoring Location: ▼

Requirement Type: Technical Search for Requirement

Requirement Text: Delete Violation - Invalid

Program:

Reported Result: monthly average TSS mass loading effluent rate of 4,199 lb/day exceeds permit limitation of 4,100 lb/day

14. Click on the Related Parties tab.

Violation [\[Back to Search Screen\]](#)

Violation ID: 254563 Program:
 Water Board: Multiple Staff Assigned:
 Facility: Multiple Status:
 Order #: RR-DELETE-ME

General Info Requirements **Related Parties** Related Places Linked Enfor

Save

Regulatory Measure Number: 302696 Search for R

15. Click the Unlink hyperlink under the Related Organizations table on the right.

Related Organizations

[Link an Organization](#)

Organization Name *	Role/Relationship *	Comment	Start Date *	End Date	
Escondido City	Responsible Party ▼		06/28/2005		Unlink
Brawley City	Interested Party ▼		05/30/2006		Unlink

16. When prompted whether or not to unlink, click Ok.

Related Organizations

[Link an Organization](#)

Organization Name *	Role/Relationship *	Comment
Escondido City	Responsible Party ▼	
Brawley City		
Colorado River Basin Regional Water Quality Control Board		

<http://water24.waterboards.ca.gov>

Are you sure you want to Unlink?

OK Cancel

17. Repeat this for all associated Organizations EXCEPT “CIWQS Help Center - Delete Org”. After all Organizations have been unlinked, click save.

General Info Requirements Related Parties Related Places Linked Enforc

Save Show Inactive Relationships

Related Organizations

Link an Organization

Organization Name *	Role/Relationship *
CIWQS Help Center - Delete Org	Interested Party

18. If there is a Person under either the Related Persons or Related Persons at an Organization table, unlink them as well and click save.

Related Persons

Link a Person

Person Name *	Assigned Water Board Staff	Start Date *	End Date
Bryan Ott	Assigned Water Board Staff	06/27/2005	

Related Persons at Organization

Link Person at an Organization

Person Name *	Assigned Water Board Staff	Start Date *	End Date	Unlink
Bryan Ott	Assigned Water Board Staff	06/27/2005		Unlink

19. Click on the Related Places tab.

Violation [\[Back to Search Screen\]](#)

Violation ID: 254563 Program:

Water Board: Multiple Staff Assigned:

Facility: Multiple Status:

Order #: RR-DELETE-ME

General Info Requirements Related Parties **Related Places** Linked Enforcement

Save Show Inactive Relationships

20. Just as on the Related Parties tab, unlink all Related Places except for “DELETE WWTP – FAKE FACILITY” and save.

General Info Requirements Related Parties Related Places Linked Enforcement Actio

Save **Link a Place** **Link a Discharge Point** Show Only Discharge Points

Place Name *	Place Type	Role/Relations
DELETE WWTP - FAKE FACILITY	Facility	Undefined

* - Indicates required.

How to Delete Inspections

1. From the Main Menu, click on the “Create/Maintain Inspections” link.

Main Menu

- [Submit/Review a Self Monitoring Report \(SMR\)](#)
- [Run Reports](#)
- [View/Change My Personal Information](#)
- [Create/Maintain Places](#)
- [Create/Maintain Parties](#)
- [Create/Maintain Regulatory Measures](#)
- [Create/Maintain Violations](#)
- [Create/Maintain Inspections](#)
- [Create/Maintain Invoices](#)
- [Map It!](#)
- [Administer System](#)

2. If you do not have the Inspection ID click on the “Select Place” button.

Enter search criteria and click 'Search'.

Inspection ID:

Place:

Status:

Status Date:

Water Board:

Program:

Staff Assigned: Inspections Without Assigned Staff

Scheduled between and Planned without dates

Occured between and

Unscheduled, but have occurred

Scheduled, but have not occurred

- At the Place Search screen, enter in any criteria you have about the facility and click search.

Place Search

Enter any search criteria and click "Search".

Place ID:

Identifier: Identifier Type:

Place Name:

Place Type:

Physical Address:

City: Zip: County:

Regional Water Board:

Latitude: deg. min. sec. OR decimal degrees

Longitude: deg. min. sec. OR decimal degrees

Related Party Name:

- When the Search Results appear, locate the corresponding place and click the "Select" link on the right hand side.

Previous Next

Physical Address	Latitude/Longitude	Regional Water Board	Identifier	
East Brother Island RICHMOND, CA		2	2 071227001	<input type="button" value="select"/>

- Back at the Inspections Search screen, click the Search button.

Enter search criteria and click 'Search'.

Inspection ID:

Place: East Brother Light Station Inc

Status:

Status Date:

Water Board:

Program:

Staff Assigned: Inspections Without Assigned Staff

Scheduled between and Planned without dates

Occured between and

Unscheduled, but have occurred

Scheduled, but have not occurred

6. From the Search Results, select the invalid Inspection.

Search Results:				
Inspection ID	Place	Inspection Type	Planned Start Date	Planned End Date
517379	East Brother Light Station Inc	A Type compliance inspection		
517370	East Brother Light Station Inc	initial inspection		
519173	East Brother Light Station Inc	B Type compliance inspection		

7. From the Inspection Entry tab, click on the “Select Place” button.

Inspection Entry	Related Parties	Alleged Inspection Violations	Do
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Place: * East Brother Light Station Inc
 East Brother Island
 RICHMOND, CA -
 Water Board: 2
 Lat: (dec deg.), Long: (dec deg.)

8. From the Place Search screen, search for the designated place for invalid inspections by Place ID <633191 > and click search.

Enter any search criteria and click "Search".

Place ID:

Identifier: Identifier Type:

Place Name:

Place Type:

Physical Address:

City: Zip: County:

Regional Water Board:

Latitude: deg. min. sec. OR decimal degrees

Longitude: deg. min. sec. OR decimal degrees

Related Party Name:

9. When the Search Results return, click the “Select” hyperlink on the right hand side.

Previous 1-1 of 1 <input type="text" value="v"/> Next			
Latitude/Longitude	Regional Water Board	Identifier	
			select

- Back at the Inspection Entry screen, click save, then unlink the regulatory measure by clicking on the Unlink hyperlink under the Regulatory Measure table. When prompted on whether or not to unlink it, click “Ok”.

The screenshot shows the 'Inspection Entry' screen. At the top, there are fields for 'Inspection Type' (Initial Inspection), 'Status' (Performed), and 'Status Date' (05/23/2006). Below these are 'Inspection Dates (Planned)' and 'Inspection Dates (Actual)' (05/23/2006). A modal dialog box is open in the center, titled 'http://water24.waterboards.ca.gov', with the message 'Are you sure you want to unlink this item?' and 'OK' and 'Cancel' buttons. In the background, the 'Regulatory Measure' table has an 'Unlink' hyperlink visible.

- Then, if there are either any other inspections or programs, unlink those as well using the “Unlink” hyperlink on the right-hand side.

The screenshot shows the 'Inspection Entry' screen with the 'Program' table. A modal dialog box is open, titled 'http://water24.waterboards.ca.gov', with the message 'Are you sure you want to unlink this item?' and 'OK' and 'Cancel' buttons. The 'Program' table has an 'Unlink' hyperlink visible.

- Click on the Related Parties tab.

The screenshot shows the 'Related Parties' tab selected in the 'Inspection Entry' screen. There are buttons for 'Save' and 'Select Place'.

- Unlink any related persons by clicking on the “Unlink” hyperlink on the right-hand side of the screen.

The screenshot shows the 'Related Parties' table. A modal dialog box is open, titled 'http://water24.waterboards.ca.gov', with the message 'Are you sure you want to unlink?' and 'OK' and 'Cancel' buttons. The table has columns for 'Role', 'Start Date*', and 'End Date'. The 'Inspector' row has an 'Unlink' hyperlink visible.