



# How to Enter a TMDL Action in ATTAINS

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## User Web-Interface

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# How to Enter a TMDL Action in ATTAINS



## Actions Module

### 1<sup>st</sup> Step is to Create a TMDL Action

- **Access Level Required**

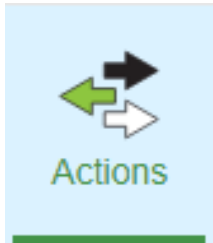
- A State user must have Data Entry or Administrator access for the Actions module
- An EPA user must have Reviewer or Administrator access for the Actions module

- **Click on **

- ❖ **Notes to Keep in Mind**

- If a State user creates the TMDL action, only State can edit the TMDL action in Draft status. If changes are still needed after State promotes action to Submittal status, EPA has the option to Return action to state to make the changes or it can make the changes needed directly.
- If an EPA user creates the TMDL action, only EPA can edit the TMDL action.
- After an action is in Final status, only EPA can make changes to an action under Modify status.

# How to Enter a TMDL Action in ATTAINS



## Actions Module

### Action Entry Tabs

General

Pollutants

Permits

Sources

Documents

Summary

Stores the general information related to a TMDL Action Entry.

Stores the TMDL Pollutant specific information related to a TMDL Action Entry.

Stores the specific Permits information associated with the TMDL pollutant in a TMDL Action Entry.

Stores the specific sources of impairment information associated with the TMDL pollutant in a TMDL Action Entry.

Stores the specific documents associated with a TMDL Action Entry.

Displays all the associated information that was entered, and documents uploaded in a TMDL Action Entry.

# How to Enter a TMDL Action in ATTAINS

## General

### Entering General Info – Required Entry Fields

- **Action ID**

- Character/string entry field, with a maximum length of 45 characters, to provide a unique identifier for the TMDL Action being entered.
  - ID should start with the Organization abbreviation (i.e., OH\_).
  - Avoid using spaces, periods, and special characters other than underscore "\_" or dash "—" in the Action ID.
  - Region entering TMDL Actions should consult with the state(s) regarding the ID scheme to use for the Action IDs, because it should be meaningful within the Organization that is tied to the TMDL Project.
- This ID is permanent and cannot be changed once it has been entered.

- **Organization** (*System automatically populated field*)

- Name of organization corresponding to the developed TMDL (typically a State Organization)

- **Action Name**

- Character/string entry field, with a maximum length of 255 characters, to provide the Name of the TMDL Project.

- **Action Type**

- Identifies the type of Action; Select TMDL from the drop-down list.

# How to Enter a TMDL Action in ATTAINS

## General

### Entering General Info – Required Entry Fields

- **Action Status** (*System automatically populated field*)
  - **Draft**
    - Indicates TMDL Action entry is still in development.
  - **Submitted**
    - Indicates TMDL Action entry is complete and has been submitted to EPA for review. If changes are still needed in a State created action, EPA has the option to Return to State for Draft status. *System automatic email notifications are sent when action is promoted into this status.*
  - **Final**
    - Indicates EPA Final Action after the Submitted TMDL Action entry has been Accepted (approved) by EPA Region, after it was reviewed for accuracy and completeness against EPA's approval TMDL records. *System automatic email notifications are sent when action is promoted into this status.*
  - **Modify**
    - Indicates when an EPA Final Action entry is being modified to make corrections.
- **Agency**
  - Indicates the government entity that is establishing/issuing the TMDL (e.g., State, EPA, or Tribe).

# How to Enter a TMDL Action in ATTAINS

## General

### Entering General Info – Required Entry Fields

- **Count This Action Toward Measures**

- Denotes (with a Yes or No) whether the TMDL Action should count towards 303(d) Vision Priority measures (i.e., WQ-27).
- By default, the "Count This Action Toward Measures" flag is set to "Yes".
  - State users cannot change this flag; Only EPA can change this flag to "No" to indicate a TMDL Action should not count towards the measures

- **Completion Date**

- Denotes the State Submittal Date of Final TMDL Report.
  - This date should be revised if the TMDL report gets re-submitted.

- **Indian Country**

- Indicates (with a Yes, No or Shared Jurisdiction) whether the TMDL Action Entry covers waters in Indian country.
  - Since currently most TMDLs are for states, this should be marked as "No".

- **TMDL Date (Approved/ Established)**

- Denotes the date that EPA approved or established the TMDL.
  - Entry field not available to state users in General Entry Tab, since only EPA can populate this field.

# How to Enter a TMDL Action in ATTAINS

## General

### Entering General Info – Optional Entry Fields

- **TMDL Other ID**
  - Entry field to provide an alternative identifier for the TMDL action.
- **Comment**
  - Entry field to provide a comment about the TMDL action.
- **TMDL History**
  - This section provides a way of linking an existing TMDL Action Entry to the current TMDL Action Entry that is being entered.
  - Example:
    - Situation when there is a new TMDL Action Entry for additional AU IDs being addressed under a Statewide TMDL and want to include a link to the previous existing TMDL Action Entry for original Statewide TMDL.

# How to Enter a TMDL Action in ATTAINS



## Actions Module

**General**

**Action Entry Tab**  
**DEMO**



# How to Enter a TMDL Action in ATTAINS

## Pollutants

### Entering Pollutants Info – Required Entry Fields

- **Pollutant Name**

- Dropdown list field that indicates the pollutant for which the TMDL load was calculated.

- **Source Type**

- Indicates the source breakdown for the TMDL (i.e., Point/Nonpoint source, Point source, or Nonpoint source).

- If "Point/Nonpoint source" or "Point Source" is chosen, a permit must be linked to the associated Assessment Unit/Pollutant combination.

- **Assessment Units**

- Entry field to identify the Assessment Units (waterbody segments) that are associated/addressed by the TMDL Action.

- Entry should correspond to the Assessment Unit IDs as they have been identified under the State's IR and available for user-selection in ATTAINS.
- Choose from the entire universe of Assessment Units or click "Advanced Search" and search by "Listed Waters Only" or "Location".
- Select all the Assessment Units that need to be added as associated to the selected Pollutant.

# How to Enter a TMDL Action in ATTAINS

## Pollutants

### Entering Pollutants Info – Required Entry Fields

- **Parameters**

- Drop-down list field to identify the Parameters (or Causes) that are addressed by the Pollutant and associated to Assessment Units.
  - The selected parameters have been either identified as causes of impairment in the Section 303(d) list or later identified as such through the TMDL process.
  - This value could be the same or different than the Pollutant.
  - Multiple Parameters can be address by same Pollutant.
- **Parameters info can also be entered under the Addressed Parameter section, which opens up when an entered Pollutant Name/ Assessment Unit is selected.**

- Assessment Unit**

- ◆ Entry field to select the Assessment Unit(s) associated with Pollutant/ Parameter(s).

- Search Filter**

- ◆ **Associated Parameters**

- Filters Parameters drop-down list to show only those Parameters that have been associated under the Assessments module with the Assessment Unit ID.

- ◆ **All Parameters**

- Allows the full list of Parameters to be available

- Parameters**

# How to Enter a TMDL Action in ATTAINS

## Pollutants

### Entering Pollutants Info – Optional Entry Fields

- **Pollutant Group**

- Drop-down list field for filtering the Parameter options available on the Pollutant Name field.

- **Margin of Safety**

- This info can be entered under the section that opens up when an entered Pollutant Name/ Assessment Unit is selected.

- **Implicit Margin of Safety**

- String field, with a max length of 255 characters, to provide the Implicit Margin of Safety for the Associated Pollutant as identified in the TMDL.

- **Explicit Margin of Safety**

- String field, with a max length of 255 characters, to provide the Implicit Margin of Safety for the Associated Pollutant as identified in the TMDL.

- **TMDL Endpoint**

- This info can be entered under the section that opens up when an entered Pollutant Name/ Assessment Unit is selected.

- String field, with a max length of 4,000 characters, to provide the TMDL Loading Capacity.

# How to Enter a TMDL Action in ATTAINS

## Pollutants

### Entering Pollutants Info – Optional Entry Fields

- **Load Allocations**

- This info can be entered under the section that opens up when an entered Pollutant Name/ Assessment Unit is selected.

- Assessment Unit**

- ◆ Entry field to select the Assessment Unit(s) to apply the Load Allocations.

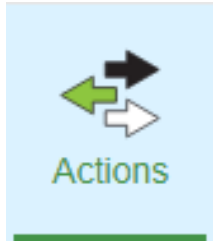
- Load Allocation**

- ◆ LA entry field is used to identify the calculated portion of the loading capacity attributed to existing and future nonpoint sources and to natural background.

- Units**

- ◆ Drop-down list field for selecting the Units that apply to the Load Allocation.

# How to Enter a TMDL Action in ATTAINS



**Actions Module**

**Pollutants**

**Action Entry Tab**  
**DEMO**

# How to Enter a TMDL Action in ATTAINS

## Permits

### Entering Permits Info – Conditional Required Entry Fields

- ❖ Permit info is only required if a TMDL is "Point/Nonpoint source" or "Point Source".
- **Assessment Unit**
  - Entry field to select the Assessment Unit(s) associated with the Permit.
    - Assessment Units must have been previously associated with a pollutant under the Pollutant Entry Tab before they can be associated with permits.
- **Pollutant Name**
  - Entry field to provide the TMDL pollutant for which a Waste Load Allocation (WLA) has been calculated for the Associated Permit.
- **NPDES Identifier**
  - Entry field to provide identification numbers of the NPDES permits within the Assessment Unit(s) that are associated to TMDL pollutant and have a calculated Waste Load Allocation (WLA).

# How to Enter a TMDL Action in ATTAINS

## Permits

### Entering Permits Info – Conditional Optional Entry Fields

- ❖ Permit info is only required if a TMDL is "Point/Nonpoint source" or "Point Source".
- **Other Identifier**
  - Entry field to provide an alternative permit identifying information.
    - Most commonly used in situations when corresponding point source permit ID is not registered in ICIS-NPDES database.
  - If an NPDES Identifier is not provided, then an Other Identifier is required.

# How to Enter a TMDL Action in ATTAINS

## Permits

### Entering Permits Info – Optional Entry Fields

- **Waste Load Allocations**

- This info can be entered under the section that opens when an entered Assessment Unit/Pollutant/Permit is selected.

- Waste Load**

- ◆ Numeric decimal entry field to provide Waste Load Allocations (WLAs) that identify the portion of the loading capacity allocated to individual existing and future point source(s) permits.

- Units**

- ◆ Entry field to provide the appropriate Unit of measure for the WLAs.

- Include Season Information**

- ◆ For cases that the WLA applies to a portion of the year, rather than the entire year; Field to specify the portion(s) of the year (Season Start Date; Season End Date) for which the WLA applies.



# How to Enter a TMDL Action in ATTAINS



**Actions Module**

**Permits**

**Action Entry Tab**  
**DEMO**

# How to Enter a TMDL Action in ATTAINS

## Sources

### Entering Sources Info – Optional Entry Fields

- **Assessment Unit(s)**
  - Entry field to select and identify the Assessment Unit(s) in TMDL that are impacted by the corresponding identified source(s) of pollutant Impairment.
- **Source**
  - Drop-down list field to select and identify the specific source types associated with the TMDL Pollutant.
    - *Examples: Agriculture; Urban Runoff/Storm Sewers; Mining; Municipal Point Source Dischargers; etc.*
- **Source Comment**
  - Entry field to provide a comment about the TMDL source.

# How to Enter a TMDL Action in ATTAINS



**Actions Module**

**Sources**

**Action Entry Tab**  
**DEMO**

# How to Enter a TMDL Action in ATTAINS

## Documents

### Uploading Documents – Required Entry Fields

- **Agency Code**
  - Code to identify which agency (EPA, State, or Tribe) is the creator and owner of the document.
- **Document Name**
  - Entry field to enter a display Name for the document that is being uploaded.
    - This name should be public friendly because it will be published.
    - Document Name must be unique within the Action ID, since usually more than one document must be included with the Action.
- **Document Type**
  - Drop-down list field for selecting the label(s) that identify the types of information in the document being uploaded.
    - Multiple "Document Type" tags can be associated with a single document, where appropriate.
    - *Recommended minimum Document Types to be uploaded in a TMDL Action:*
      - State Submittal Documents: TMDL Report; TMDL Submission Letter
      - EPA Action Documents: Transmitted Approval Letter; EPA Decision Rationale
- **File**
  - Field for selecting the file containing the document that will be uploaded.

# How to Enter a TMDL Action in ATTAINS

## Documents

### Uploading Documents – Optional Entry Fields

- **Document Comment**

- Entry field to provide a comment or additional description that includes clarifying information about the document that is being uploaded into the Action.

# How to Enter a TMDL Action in ATTAINS




**Actions Module**

**Documents**

**Action Entry Tab**  
**DEMO**

# How to Enter a TMDL Action in ATTAINS

## Summary

- **Action Tab displays all the associated information that was entered/ associated, and documents uploaded in the TMDL Action Entry.**
  - Should be used to review entered information associated with TMDL Action
  - Verify if edits are needed, and information in previous Action tabs needs to be updated.
    - ❑ In some cases, a System Message may appear that contains info about required action edits.  
 *This action is incomplete.* [Hide Details](#)
  - TMDL Action status promotions occur in this Tab by clicking on Menu selections.
    - State or EPA users can promote a TMDL Action Entry from Draft status to Submitted status (Submit Selection).
    - EPA users can promote a TMDL Action Entry from Submitted status back to Draft status (Return selection), or Final status (Approve Selection). Also promote a TMDL Action Entry from Final status to Modify status (Modify Selection) to make edits, and back again to Final status (Approve Selection).
  - ATTAINS users with Read-Only access rights, can only see the info displayed under this Tab, and only after the TMDL Action Entries are in Final status (EPA Final Action).

# How to Enter a TMDL Action in ATTAINS



## Actions Module

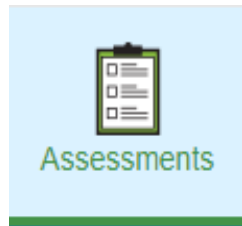
Summary

Action Entry Tab  
DEMO



# How to Enter a TMDL Action in ATTAINS

## Associate TMDL Actions for 4A Categorization



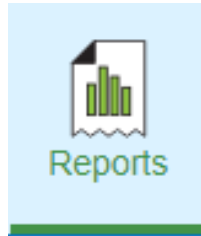
### Assessments Module

Parameters

Associated Action  
DEMO

# How to Enter a TMDL Action in ATTAINS

## Access Reports on TMDL Actions




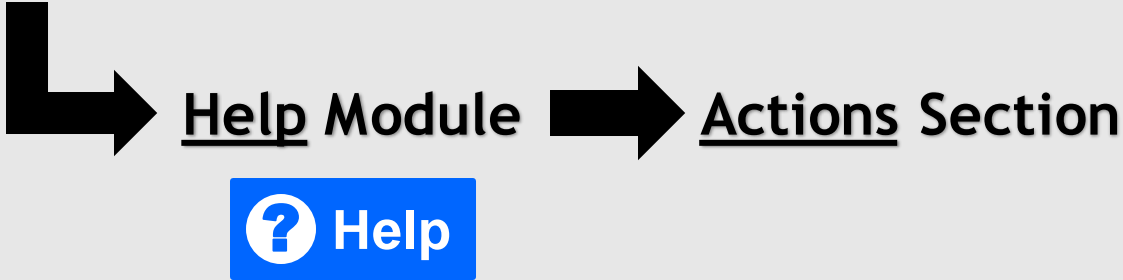
## Reports Module

Action  
Summary

TMDL Actions  
DEMO

# How to Enter a TMDL Action in ATTAINS

- Additional Supporting Material can be found at:

	<input type="checkbox"/> <a href="#">ATTAINS User Web-Interface</a> 
	<input type="checkbox"/> <a href="#">Upload Data: Resources for Registered ATTAINS Users</a> <ul style="list-style-type: none"><li>◆ <a href="#">How to Enter a TMDL Action in ATTAINS.pdf</a></li></ul>

- Any Questions?

