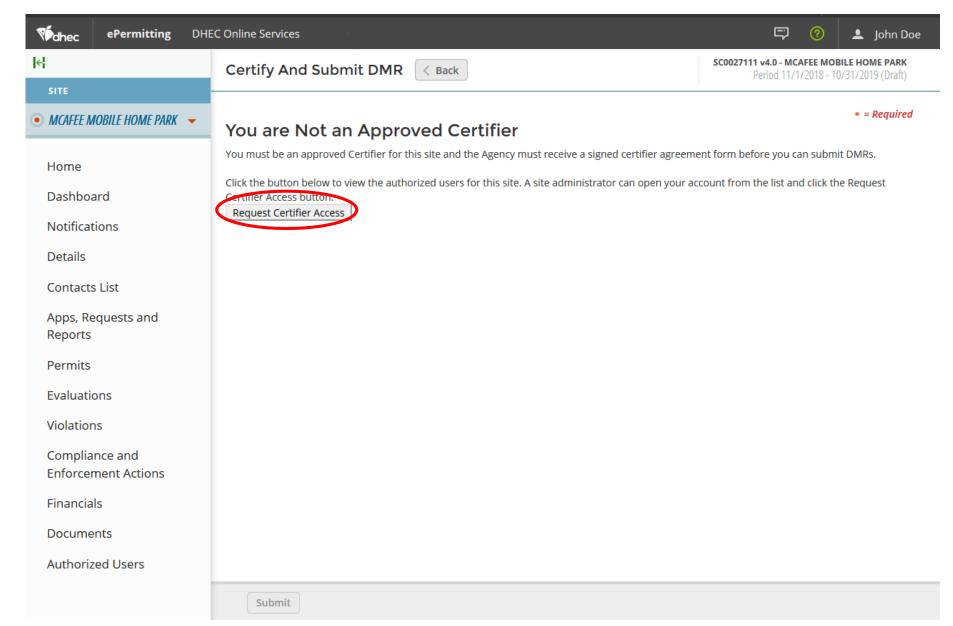# CROMERR Process

ePermitting

South Carolina Department of Health and Environmental Control
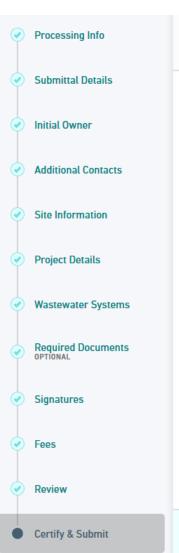
Healthy People. Healthy Communities.

Course Objective

The purpose of this training is for users to learn how to request external Cross-Media Electronic Reporting Rule (CROMERR) access online in the ePermitting system.

If you are trying to submit a DMR and receive this notification, you must apply to be an 'Approved Certifier.' You can do so by clicking the 'Request Certifier Access' button below. The button will take you to your site to apply.

dhec | ePermitting | DHEC Online Services | 👤 John Doe

Certify And Submit DMR [‹ Back]

SC0027111 v4.0 - MCAFEE MOBILE HOME PARK
Period 11/1/2018 - 10/31/2019 (Draft)

SITE

◉ *MCAFEE MOBILE HOME PARK* ▼

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Authorized Users

• = *Required*

You are Not an Approved Certifier

You must be an approved Certifier for this site and the Agency must receive a signed certifier agreement form before you can submit DMRs.

Click the button below to view the authorized users for this site. A site administrator can open your account from the list and click the Request Certifier Access button.

[Request Certifier Access]

[Submit]

Or, you may receive a notification that you are not an 'Approved Certifier' when attempting to submit a permit application. Simply click 'Finish Later – Save & Exit' to return to the main screen.

Processing Info

Submittal Details

Initial Owner

Additional Contacts

Site Information

Project Details

Wastewater Systems

Required Documents
OPTIONAL

Signatures

Fees

Review

Certify & Submit

↑ PREVIOUS SECTION
Review

Certify & Submit

This step allows you to certify the form as complete and accurate and to submit the form to DHEC for review and processing.

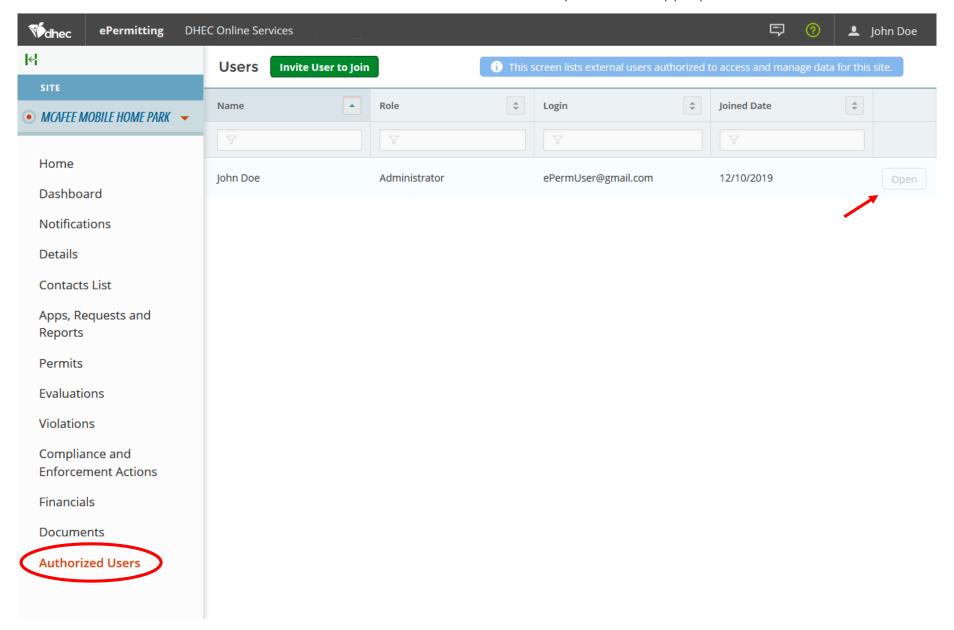At the time of submission, it will be transmitted to DHEC and it will become part of the public record.

I hereby make application for a permit to construct the project as described above. I have read this application and agree to the requirements and conditions and agree to the admission of properly authorized persons at all reasonable hours for the purpose of sampling and inspection.

You are not currently an approved certifier. Submitting this form requires that you are an approved certifier. To request approval, Click 'Back' to be redirected back to the main home page. Then select your site from the navigation menu, select 'Authorized Users' from the bottom of the navigation menu, and open your user account record. Then, click the "Request Certifier Access" button. You will also need to download, print, sign, and mail a Certifier Agreement which is available on this screen. Agency staff will review and evaluate your request for approval.

FINALIZE SUBMISSION
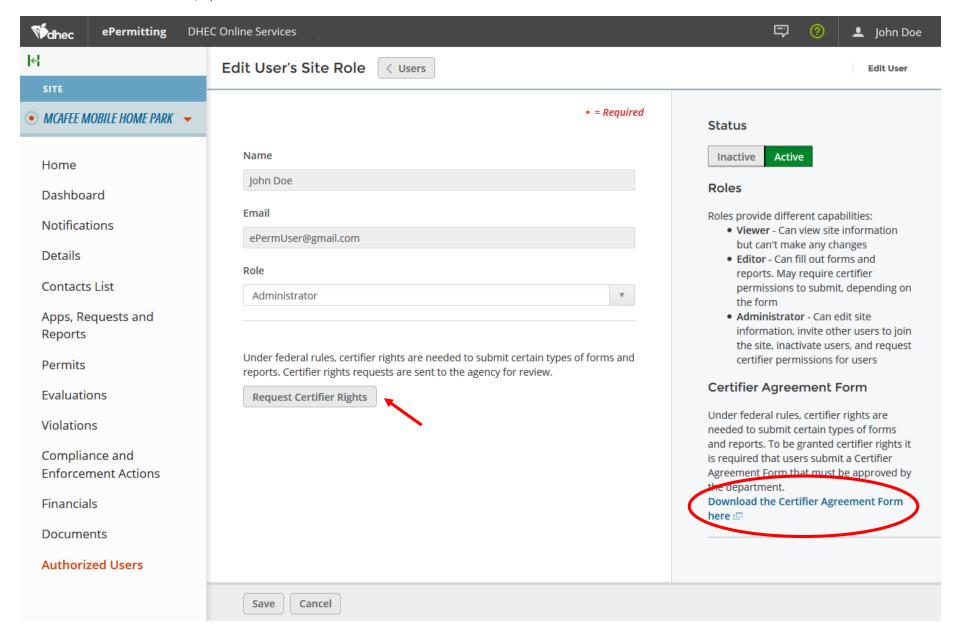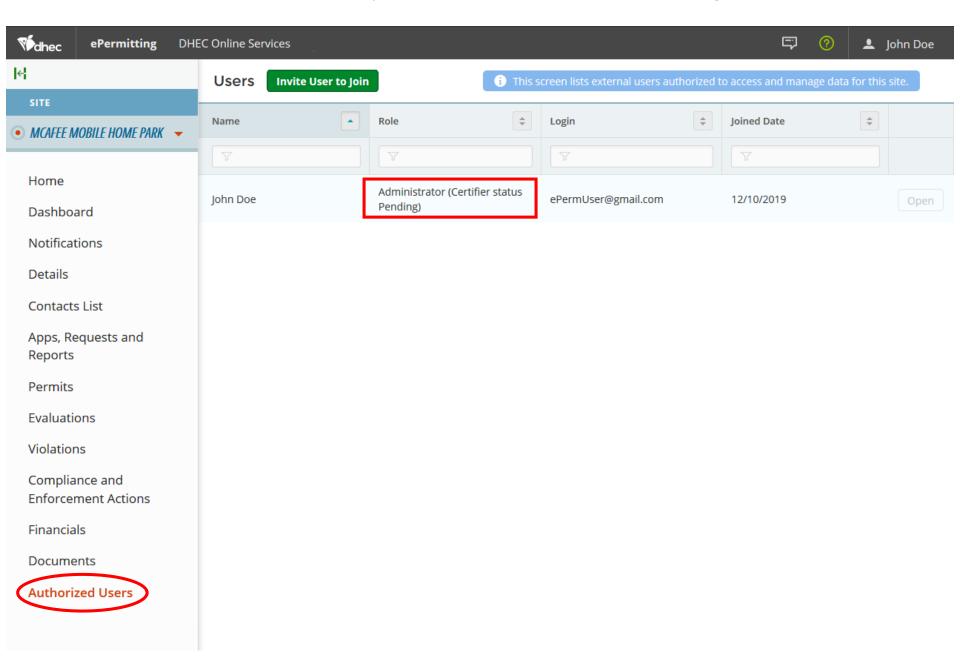Submit Form

FINISH LATER
Save and Exit

Locate the site for which you need to be a Certifier (see **_Locating Your Site_** training for assistance).
Select **'Authorized Users'** in the left-hand menu, click **'Open'** for the appropriate user.
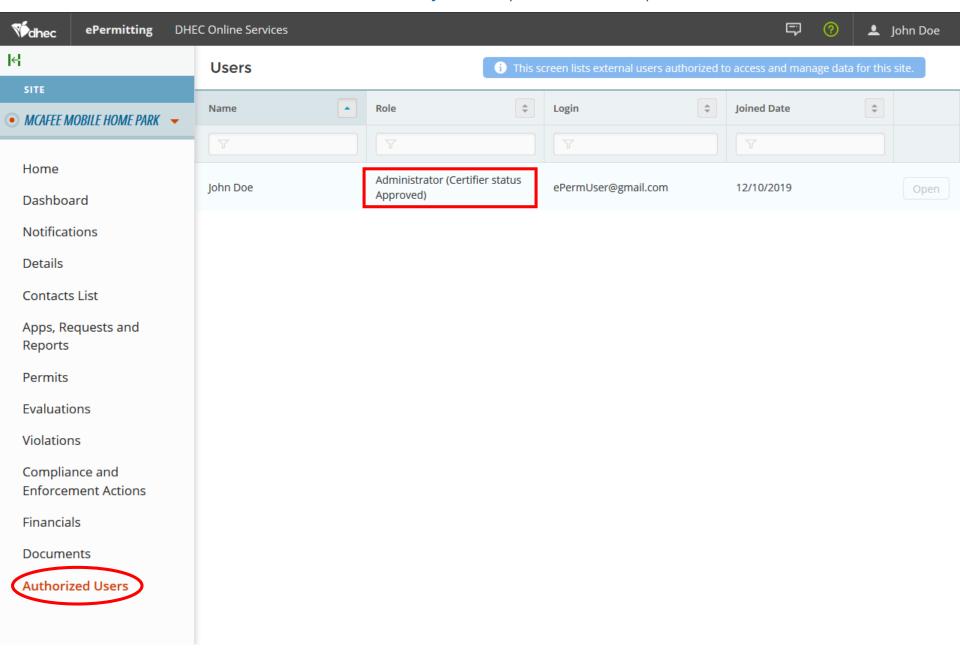
Click 'Request Certifier Rights' and download the Certifier Agreement. Fill out and mail to the address provided on the form. (*Tip: the 'User' must be an Editor or Administrator on the Site to be Certified*.)

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Authorized Users

Edit User's Site Role | ‹ Users

Edit User

● = Required

Name
John Doe

Email
ePermUser@gmail.com

Role
Administrator ▼

Under federal rules, certifier rights are needed to submit certain types of forms and reports. Certifier rights requests are sent to the agency for review.

Request Certifier Rights

Status

Inactive | Active

Roles

Roles provide different capabilities:
- **Viewer** - Can view site information but can't make any changes
- **Editor** - Can fill out forms and reports. May require certifier permissions to submit, depending on the form
- **Administrator** - Can edit site information, invite other users to join the site, inactivate users, and request certifier permissions for users

Certifier Agreement Form

Under federal rules, certifier rights are needed to submit certain types of forms and reports. To be granted certifier rights it is required that users submit a Certifier Agreement Form that must be approved by the department.

Download the Certifier Agreement Form here ⬏

Save | Cancel

The role will then be updated to show the Certifier status as "Pending."

Once your form has been received and processed by DHEC, your status will be updated to say "Approved."
Please allow 5-7 business days for this process to be completed.

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|◄

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Authorized Users

Users

ℹ This screen lists external users authorized to access and manage data for this site.

Name	Role	Login	Joined Date	
John Doe	Administrator (Certifier status Approved)	ePermUser@gmail.com	12/10/2019	Open

CONTACT US

ePermittinghelp@dhec.sc.gov

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