

Harbin, Danielle

From: Harbin, Danielle
Sent: Monday, July 15, 2019 12:09 PM
To: 'mayor@helena-westhelena.us'
Cc: 'chiefstaff@helena-westhelena.us'; 'bcollier@hwhwater.com'
Subject: AR0022021 West Helena Missing DMRs and WET Lab Tests
Attachments: West Helena.pdf; Change in Authorization Form.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Mayor Smith,

Per our phone conversation, the Division is missing the Discharge Monitoring Reports (DMRs) below: (I have attached these to this email; you may need to contact the lab to get information)

- 3/31/2019 TX1-Q
- 4/30/2019 001-A
- 5/31/2019 001-A
- 6/30/2019 TX1-Q
- 6/30/2019 001-A

*Keep in mind that the WET Lab Reports (TX1-Q) need to have the WET Lab Reports from the Lab attached.

I have also attached a Change in Authorization Form. Jack Ross is no longer the Cognizant Official. If Mr. Collier is the one signing up for NetDMR, it would be a good idea for him to be the Cognizant Official.

The next DMRs need to be submitted via NetDMR, so Mr. Collier needs to get access ASAP. I have sent him PowerPoint instructions as well as written. I will be more than happy to direct him through this process over the phone if need be.

Please submit the missing DMRs by August 5, 2019.

If you have any questions, feel free to contact me.

Thank you,

Danielle Harbin

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