

# Arizona DEQ

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# Welcome To



Arizona Department of Environmental Quality

## Online Portal



**My Company**

8001 N. Flagler Rd. #12, Scottsdale, AZ 85258 | (480) 998-6000

### DOWNLOAD SMRF

Select a reporting period.  
Please choose a reporting period and then click continue.

Reporting Period	Due Date	Progress	Status
1st Quarter Report 2016	04/05/2016	25%	SEE DASHBOARD 04/05/2016
2nd Quarter Report 2016	07/05/2016	0%	

BACK CONTINUE

### CONFIRMATION

LTF #: 123456

DATE CERTIFIED: 01/24/2016

PDF

\* Document saved to your myDASHBOARD

RETURN TO DASHBOARD



## Responsible Corporate Officer (RCO) can:

- Add/delete users, as needed
- Assign a Delegated Responsible Officer (DRO) at a facility
- Add/edit facility information



## User Roles:



**RCO:** Responsible Corporate Officer (RCO); primary myDEQ account holder



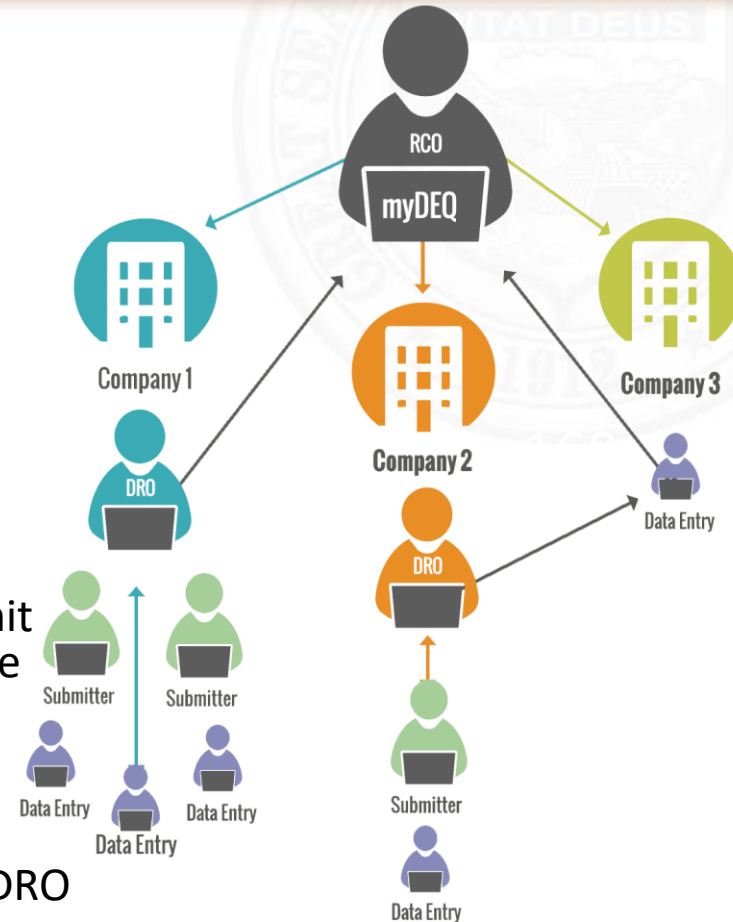
**DRO:** Designated Responsible Officer; delegated by RCO to oversee the myDEQ account



**Submitter:** Added by an RCO/DRO; able to submit compliance reporting on behalf of the RCO/DRO



**Data Entry:** Added by RCO/DRO; can enter compliance data into myDEQ, which can then be submitted by the RCO/DRO or Submitter





## Save as you go

User can save their progress, allowing any user within that RCOs account to return at any time to complete a process that has been started.



## Certify

RCO/DRO are notified via email when one of their account users have completed a process that the RCO/DRO needs to certify.



## Pay

Once a process that requires payment is certified by RCO/DRO, any user within that account can make a payment and complete the submission to ADEQ.