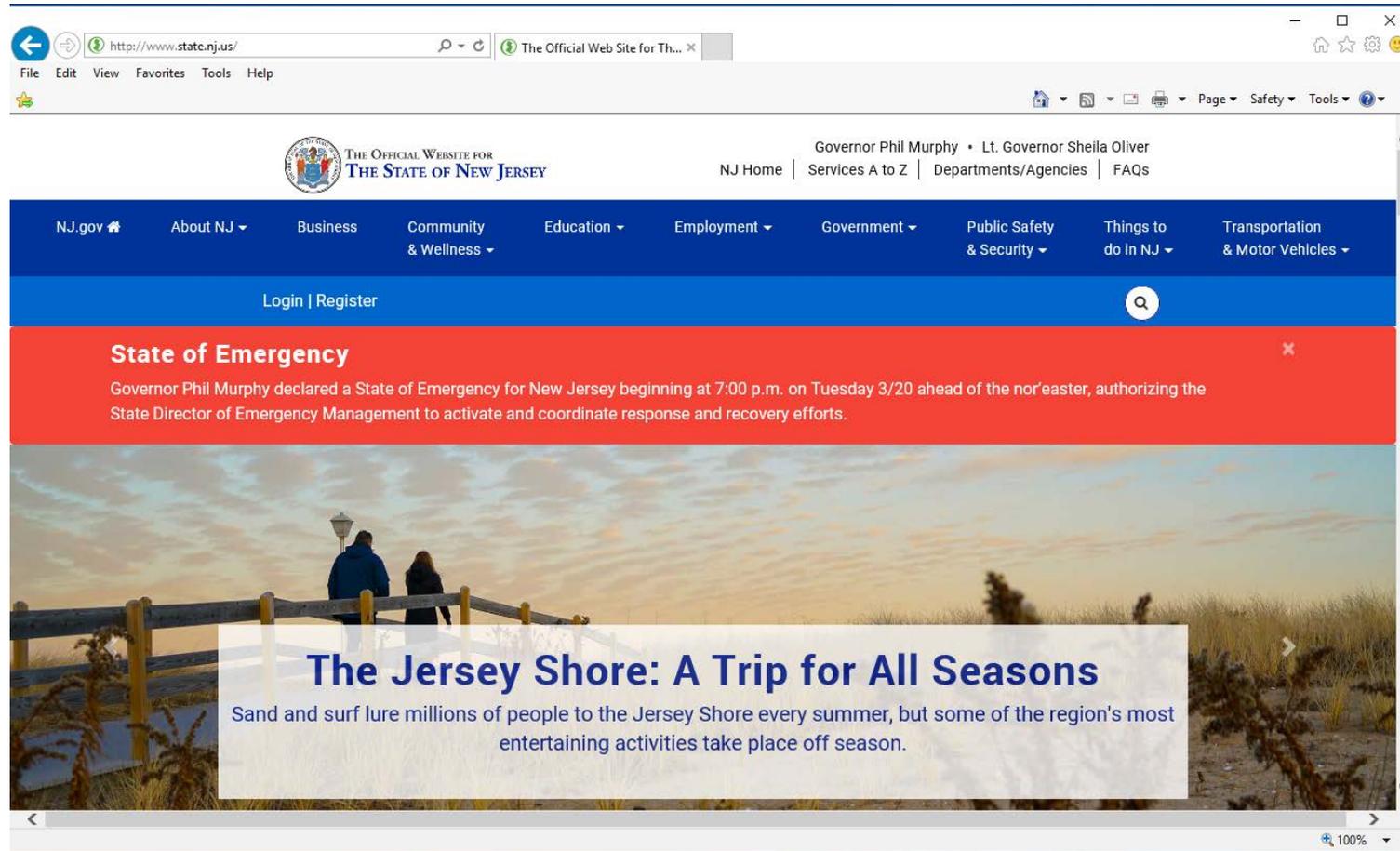


# Creating a Project in WQDE

Go to the NJ webpage and click on Login



The screenshot shows a web browser window displaying the official website for the State of New Jersey. The browser's address bar shows the URL <http://www.state.nj.us/>. The website header includes the state seal and the text "THE OFFICIAL WEBSITE FOR THE STATE OF NEW JERSEY". Navigation links for "Governor Phil Murphy" and "Lt. Governor Sheila Oliver" are present, along with "NJ Home", "Services A to Z", "Departments/Agencies", and "FAQs". A dark blue navigation bar contains menu items: "NJ.gov", "About NJ", "Business", "Community & Wellness", "Education", "Employment", "Government", "Public Safety & Security", "Things to do in NJ", and "Transportation & Motor Vehicles". Below this bar, a blue horizontal strip features the text "Login | Register" and a search icon. A prominent red banner with a white 'x' close button contains the heading "State of Emergency" and a paragraph: "Governor Phil Murphy declared a State of Emergency for New Jersey beginning at 7:00 p.m. on Tuesday 3/20 ahead of the nor'easter, authorizing the State Director of Emergency Management to activate and coordinate response and recovery efforts." Below the red banner is a large image of a couple standing on a wooden pier overlooking the ocean at sunset. A white text box is overlaid on the image with the heading "The Jersey Shore: A Trip for All Seasons" and the text "Sand and surf lure millions of people to the Jersey Shore every summer, but some of the region's most entertaining activities take place off season." The browser's status bar at the bottom indicates a zoom level of 100%.

Enter your  
Login ID and  
Password



### Log In to myNewJersey

Login ID:

[Forgot your login ID?](#)

Password:

[Forgot your password?](#)

**Log In**

[Need help?](#)

**Don't have a myNewJersey  
account?**

**Sign Up**

Click on the  
DEPOne  
Services link

The screenshot shows a web browser window with the address bar displaying <https://my.state.nj.us/portal/Desktop>. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. Below the browser window, the myNewJersey logo is visible, with the text "powered by njoit" underneath. A blue horizontal bar contains the text "DEP Apps". Below this bar, the text "Applications" is displayed, followed by the link "DEPOne Services". At the bottom of the page, there is a logo for "OPRA | Open Public Records Act" and a footer containing the text: "Statewide: NJHome | Services A to Z | Departments/Agencies | FAQs", "Copyright (c) State of New Jersey, 1996-2017", and "This site is maintained by the New Jersey Office of Information Technology".

Click on the  
Continue  
button  
(bottom right)

[njhome](#) | [citizen](#) | [business](#) | [government](#) | [services A to Z](#) | [departments](#)

 **njdep**  
new jersey  
department of environmental protection

[njdep home](#) | [about dep](#) | [index by topic](#) | [programs/units](#) | [dep online](#)

[My Workspace](#) | [User Profile](#) | [Certifications](#) | [Payments](#) | [Documents and Forms](#) | [Permit Folder](#)

Version: 6.1  
Currently logged in: Paul Morton (PMORTON) [Help](#) | [Logout](#)

**MESSAGES**

**Notice to Land Use Users:** Based on Coastal Zone Management Rules (N.J.A.C. 7:7) amendments adopted on January 16, 2018, the fee for the Coastal General Permit 15 Permit-by-Certification and the Coastal General Permit 10 Permit-by-Certification is now \$1000.00.

**NOTICE:**

The Division of Air Quality is announcing a new General Permit (GP-004B) for "Fuel Dispensing Facility Equipped with a Phase I Vapor Recovery Control System." This general permit is created for:

- A new fuel dispensing facility;
- An existing fuel dispensing facility equipped with only Phase I vapor recovery control system; or
- An existing fuel dispensing facility after decommissioning of Phase II vapor recovery control system.

Equipment currently registered under GP-004A; Marinas (FD-4A-1), Airports (FD-4A-2) and Gasoline Dispensing Facilities Equipped with Phase I Only (FD-4B-3) can continue to operate until:

- The registrant's current general permit expiration date, before which time the registrant must register for authorization under GP-004B, as applicable, or apply for and receive approval for a source-specific permit and certificate for continued operation of the equipment; or
- Storage Tank(s) replaced or modified, before which time the registrant must register for authorization under GP-004B, as applicable, or apply for and receive approval for a source specific permit and certificate prior to operation of the replaced or modified equipment.

Equipment currently registered under GP-004A, Gasoline Dispensing Facilities Equipped with Phase II (FD-4A-4) can continue to operate until:

- The registrant decommissions the system. The decommission of GDF equipped with non-compatible Phase II system (ex. Vacuum Assist) should be done before December 23, 2020.

To view the requirements of any General Permit, go to <http://www.nj.gov/dep/agpp/gp.html>. To register for an available General Permit, click on the [Online Application](#) hyperlink under the [General Permit](#) and follow the directions.

The Notice of Availability is scheduled to be published in the January 16, 2018 issue of the New Jersey Register. This new General Permit will be available on or after January 16, 2018.

**NJDEP Online suggests Microsoft Internet Explorer 11, Mozilla Firefox 34 or later or Google Chrome 33 or later to operate correctly. It may not work with any other web browsers such Apple Safari. Failure to upgrade to the correct browser version may cause data to display incorrectly and may disable some features.**

**NOTICE: For optimal performance, it is advised to maintain only one Internet Explorer, Firefox or Chrome browser window or tab when using the NJDEP Online System.**

**NOTICE: For users of the E2 component of NJDEP Online, only Internet Explorer 11 may be used at this time.**

Click on the  
Water  
Quality Data  
Exchange  
link

Version: 6.1  
Currently logged in: Paul Morton (PMORTON)

**MY WORKSPACE**

 **Service Selection**

**Note:** Access to this electronic service selection and submittal area is granted by selecting facilities using the [u](#) below.

**Water Monitoring**  
[Water Quality Data Exchange](#)

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Click on the  
link for  
Projects

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The screenshot displays a mobile application interface with a blue header and three main menu sections. The header contains 'Home' and 'Help' icons. The 'Admin Tools' section includes 'Security Configuration' and 'System Configuration'. The 'My Account' section includes 'Basic Information', 'Manage PIN', 'Associated WQX Org.', and 'Register WQX Org.'. The 'WQX Module' section includes 'Projects', 'Monitoring Location', 'Activities and Results', 'Submit Data', 'View Submissions', and 'View Configurations'. Each menu item is accompanied by a small icon.

Home Help

**Admin Tools**

- Security Configuration
- System Configuration

**My Account**

- Basic Information
- Manage PIN
- Associated WQX Org.
- Register WQX Org.

**WQX Module**

- Projects
- Monitoring Location
- Activities and Results
- Submit Data
- View Submissions
- View Configurations

Pick the Organization from the Drop Down List

Home Help Logout (PMORTON)

**Admin Tools**

- Security Configuration
- System Configuration

**My Account**

- Basic Information
- Manage PIN
- Associated WQX Org.
- Register WQX Org.

**WQX Module**

- Projects
- Monitoring Location
- Activities and Results
- Submit Data
- View Submissions
- View Configurations
- Reference Data
- Data Reporter's Guide
- Administrator's Guide
- Characteristics Guide (xls)
- ResultMeasureValue permitted values (xls)
- Characteristics Changes Roadmap (xls)
- Characteristics with Pick List

**WQX Module > Projects**

The area below lists any Projects that have been registered under your associate organizations. You may filter out projects by selecting your desired Organizations and edit/view/delete these from your account as needed. You may also create a new project by clicking "Create New Project" button or import a set of projects by clicking "Import Project" button.

Organization: (BTMUA) Brick Utilities (DRBC) Delaware River Basin Commission (EPA\_Region\_2) Environmental Protection Agency Region 2 (MERI) Meadowslands Environmental Research Institute (MCHD) Monmouth County Health Department (NJDEP\_AMERICORPS) NJDEP Americorps Program (NJDEP\_BB) NJDEP Barnegat Bay (NJDEP\_BEARS) NJDEP Bur of Environmental Analysis Restoration & Standards (NJDEP\_BFBM) NJDEP Bureau of Freshwater and Biological Monitoring (NJDEP\_BMWM) NJDEP Bureau of Marine Water Monitoring (NJDEP\_DSREH) NJDEP Div of Science, Research and Env Health (NJHDG) New Jersey Harbor Dischargers Group (NJPC) New Jersey Pinelands Commission - Science (RCE WRP) Rutgers Cooperative Extension Water Resource Program (WQDE\_TRAIN) WQDE Training Organization

Records: 1 - 10 of 172

Delete	View	Project Identifier	Org. Identifier	Submission ID
		SALT	NJDEP_BFBM	174315
		2006 WQMonitoring NY/NJ Harbor	NJHDG	262529
		2008 WQMonitoring NY/NJ Harbor	NJHDG	262555
		2009 WQMonitoring NY/NJ Harbor	NJHDG	264826
		2010 Ambient WQ Monitoring of NY/NJ Harbor	NJHDG	264827
		2011 Ambient WQ Monitoring of NY/NJ Harbor	NJHDG	264828
		2012 Ambient WQ Monitoring of NY/NJ Harbor	NJHDG	264830
		2013 Ambient WQ Monitoring of NY/NJ Harbor	NJHDG	264831
		2013 Summer Ambient Surface Water Bacterial Monitoring	SumBact 2013	NJDEP_BFBM 264782
		2014 Ambient Summer Surface Water Bacterial Monitoring	SumBact 2014	NJDEP_BFBM 264783

Records: 1 - 10 of 172

Create New Project Import Project

# Click the Create New Project button

- **WQX Module > Projects**

The area below lists any Projects that have been registered under your associate organizations. You may filter out projects by selecting your desired Organizations and edit/view/delete these from your account as needed. You may also create a new project by clicking "Create New Project" button or import a set of projects by clicking "Import Project" button.

Organization:  ▼

Delete	View/Edit	Project Name	Project Identifier	Org. Identifier	Submission ID
		WQDE Training Project	TRAIN_PROJ	WQDE_TRAIN	291133

Create New Project

Import Project

Enter the  
General  
Information

\* = mandatory

### General Information

Submission ID:

Project Name: (\*)

Project ID: (\*)

Project Type: (\*) Ambient-Routine

Project Purpose / Description:

Does the Project have a QAPP: (\*)  Yes  No

Attach QAPP: Allowable File Type/Size: bmp (4.88MB), doc (4.88MB), docx (5.15MB), gif (4.88MB), gz (5.15MB), gzip (5.15MB), jpeg (4.77MB), jpg (4.88MB), pdf (58.59MB), rar (5.15MB), txt (4.88MB), xls (29.3MB), xlsx (4.88MB), zip (51.5MB)

Browse...

Add Attachment

Has the QAPP been approved?:  Yes  No

Approval Agency:

Format of Data: (\*) NJ WQDE Data Portal

URL of online data:

VM Tier Designation: A

VM Tier Assigned By:

### Contact Information

Contact Name: (\*)  (Please provide first name and last name)

Contact Type: **Primary Contact** ▼

Phone: (\*)

Email: (\*)

Exit

Next

Enter the Contact Information  
then click the Next button

# Enter the Geographic Information Section

**Geographic Information**

Geographic Region: (\*)

Available	Selected
Other	
Barnegat Bay Estuary	
Delaware River Basin/Estuary	
NY/NJ Harbor Estuary	
Statewide	
Coastal	

River Basin: (\*)

Available	Selected
Raritan Bay	
Newark Bay	
Assiscunk, Crosswicks and Doctors	
Rancocas	
Lower Delaware	
Maurice, Salem and Cohansey	

HUC 11 Code:

Available	Selected
02020007000	
02020007010	
02020007020	
02020007030	
02020007040	
02030101170	

County(ies): (\*)

Available	Selected
Atlantic	
Bergen	
Burlington	
Camden	
Cape May	
Cumberland	

Reload locality data based on selected counties

Locality:

Available	Selected

Number of Sampling Location: (\*) **Less Than 5**

# Enter the Temporal Information

## Temporal Information

Start Date: (\*) 03/23/2018 

End Date or Expected End Date: 03/23/2018 

Status: (\*) Future/Planned 

Sample Frequency: (\*) Available Selected

Continuous	^		Selected
Annually			
Quarterly	v		
Monthly			
Weekly			
Daily			

Sample Basis: (\*) Available Selected

Neither		Selected
Wet		
Dry		

Seasons Sampled: (\*)  Winter  Spring  Summer  Fall

Enter the  
Sample/Analysis  
Information

Then click the Save  
button

**Sample / Analysis Information**

**Waterbody Type: (\*)**

Available	Selected
Ground Water	
Reservoirs	
Wetlands	
Oceans	
Estuaries	
Lakes	

**Salinity Category: (\*)**

Available	Selected
Brackish	
Saline	
Fresh	

**Tidal Influence: (\*)**

Available	Selected
Tidal	
Non Tidal	

**Media Analyzed: (\*)**

Available	Selected
Habitat	
Tissue	
Other	
Sediment	
Soil	
Biological	

**Parameters Analyzed: (\*)**

- Radiological
- Habitat
- Microbiological/pathogenic
- Biological
- Chemical/physical

**Analytical Methods: (\*)**

- Experimental
- Standard

**Exit** **Save**

You will get a message that the Project saved successfully

Click the Exit button at the bottom of the page

• WQX Module > Projects > Project Detail

Fill in the detail information for the new project, and then click the "Save" button. To exit editing, click "Exit" button.

General Detail

✓ The Project has been saved successfully in E2.

✓ The Project has been synchronized to COMPASS successfully.

#### Geographic Information

Geographic Region: (*)	Available	Selected
	Barnegat Bay Estuary Delaware River Basin/Estuary NY/NJ Harbor Estuary Statewide Coastal Pinelands	Other
River Basin: (*)	Available	Selected
	Newark Bay Assiscunk, Crosswicks and Doctors Rancocas Lower Delaware Maurice, Salem and Cohanse Cape May	Raritan B
HUC 11 Code:	Available	Selected
	02020007000 02020007010 02020007020 02020007030 02020007040 02030101170	
County(ies): (*)	Available	Selected
	Bergen Burlington Camden Cape May Cumberland Essex	Atlantic