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25-032

September 2025

## Adding a Sewer Overflow or a Bypass Event into NeT-SewerOverflow (NetSSO)

**Step 1:** Login to the central data exchange (CDX) using your CDX User ID. You will be redirected to Login.gov where you will need to enter the 6-digit code sent to you through email, text, or through a phone call to verify your credentials. To access CDX directly go to <https://cdx.epa.gov/>.

**Step 2:** Once you've successfully logged in, you will be on the MyCDX landing page.

- A. Circled in red is the active link to access NetSSO from CDX. Click on either "Preparer" or "Signatory" to access NetSSO.

The screenshot shows the MyCDX landing page with a navigation bar containing links: MyCDX, Inbox, My Profile, Submission History, and Payment History. Below this is a 'Services' section with a 'Manage' icon. A table lists services and roles:

Status	Program Service Name	Role
	NDMR-NE: NetDMR: Nebraska Department of Environment and Energy	<a href="#">Permittee (signature)</a>
	NETSEWEROVERFLOW: NeT - Sewer Overflow and Bypass Reporting	<a href="#">Signatory</a>

The 'Signatory' link in the second row is circled in red.

**Step 3:** Click on your facility name. This takes you to a new web page with information specific to your facility permit.

The screenshot shows the 'My Facilities' page with a search bar and a table of facilities:

Actions	Facility Name	NPDES ID	Issuer	Facility Status
<a href="#">Actions</a>	DILLER WASTEWATER TREATMENT FACILITY	NE0129500	Nebraska	Active

The 'DILLER WASTEWATER TREATMENT FACILITY' name is highlighted with a red box. Below the table, it says 'Showing 1 to 1 of 1 entries'.


On the left hand side you will see a list of options to interact with:

- **Facility:** this tab has all facility information such as address, operator name, permitted features associated with the wastewater system, and an option to add additional contact information in connect to the facility.
- **Collection Systems:** the collection system identification like population served, who the facility is operated by and owned by, etc.
- **Reports:** this is where you will enter in event information.
- **Manage User Permissions:** is a tab that you will have only if you have the manage role accossicated with the facility permit.
- **Return to Home:** takes you back to the NeT-SSO facility search page.

## DILLER WASTEWATER TREATMENT FACILITY

NPDES ID: NE0129500

Facility Address: NORTH EAST EDGE OF TOWN DILLER, NE 68342

<a href="#">Q Facility</a>	<h3>Facility Information</h3> <div><div>Nebraska DEE 245 Fallbrook Blvd. Lincoln, Nebraska 68509-8922</div></div>
<a href="#">P Collection Systems</a>	
<a href="#">R Reports</a>	
<a href="#">M Manage User Permissions</a>	
<a href="#">U User Permission History</a>	
<a href="#">← Return to Home</a>	

**Step 4:** Select the **Reports** tab and click “Add Report” to begin recording your sewer overflow or bypass into the program.

## DILLER WASTEWATER TREATMENT FACILITY

NPDES ID: NE0129500

Facility Address: NORTH EAST EDGE OF TOWN DILLER, NE 68342

<a href="#">Q Facility</a>	<h3>Reports</h3> <p>Use the "Add Report" button to create a new report. Use the "Actions" button to View or Change a previously submitted report. This button c and Certify. Please note that you must certify a draft report in order to submit this report to your regulatory authority.</p> <div>Add Report</div> <div>Filter My Reports ▼</div> <div>Show 10 entries</div> <table><thead><tr><th>Actions</th><th>Report Type</th><th>Report ID</th><th>Version ID</th><th>Report Start Date</th><th>Report End Date</th><th>Ongoing Event</th><th>Report Status</th></tr></thead><tbody><tr><td colspan="8">No data available in table</td></tr></tbody></table> <div>Showing 0 to 0 of 0 entries</div>	Actions	Report Type	Report ID	Version ID	Report Start Date	Report End Date	Ongoing Event	Report Status	No data available in table							
Actions		Report Type	Report ID	Version ID	Report Start Date	Report End Date	Ongoing Event	Report Status									
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<a href="#">M Manage User Permissions</a>																	
<a href="#">U User Permission History</a>																	
<a href="#">← Return to Home</a>																	

**Step 5:** Follow the prompts and enter reporting period date. Reporting period date is approximate start date or date of discovery of overflow or bypass. Then click **Next Selection**.

## DILLER WASTEWATER TREATMENT FACILITY

NPDES ID: NE0129500

Facility Address: NORTH EAST EDGE OF TOWN DILLER, NE 68342

Eligibility Information

Select the type of report you want to submit

☒ Sewer Overflow/Bypass Event Report  
☐ Anticipated Bypass Event Notification

⚠ Select the "Sewer Overflow/Bypass Event Report" to provide information on sewer overflows or bypasses that occurred in the past. Select the "Anticipated Bypass Event Notification" to provide information on potential future bypasses.

Were the sewer overflows or unanticipated bypass events caused by an extreme event (e.g., hurricane that flooded the sewer system) such that the number of sewer overflows cannot be tabulated as they are too numerous to count?

☐ Yes  
☒ No

⚠ Use this question to identify if the sewer overflows were caused by a large-scale emergency involving catastrophic circumstances beyond the control of the facility such that the number of sewer overflows cannot be tabulated as they are too numerous to count. The answer to this question is prepopulated to "No" as the selection of "Yes" should only be used in rare circumstances (e.g., hurricane, earthquakes). Please contact your permitting authority for additional guidance on when it is appropriate to select "Yes" for this question.

Please enter the start date of your reporting period. You can use this report to cover one or more related sewer overflow or bypass events.

Reporting Period Start Date: ⓘ \*

09/15/2025

Next Section Cancel

\*\* This picture was intentionally left small as to not distort image. Use the zoom in function in the PDF by clicking on the right of the page shown here. \*\*



By clicking Next Selection, you will have just created a draft report. This draft can be edited at a later date or you can choose to continue to log your event. Now, since your report has been drafted, your work will be saved for you to edit at a later date if you so choose. Choose **Go to Form** to continue.

Reporting Period End Date: ⓘ \*

due to a wet-weather event

occurred for this reporting per

Add Bypass Event

**Success!**

You have successfully created a **draft** Report for facility 'DILLER WASTEWATER TREATMENT FACILITY'.

This form is **not complete**. The form must be filled in and certified in order to complete the submission process.

Return to Home Go to Form

### Step 6: Sewer Overflow/Bypass Event Information

- Choose the prompts that most align with the event that occurred at your facility. Each option is prompted to possible outcomes that were likely to have happened given the nature of events (i.e. whether they occurred during wet-weather or dry weather events, if it was anticipated, if it was unavoidable, if the whole system was inundated, if the event was isolated, if the event cause run off into

waters of the state, etc.). For the sake of this example, the event started and ended on the same day, it was not triggered by a wet-weather event, and it was an overflow, the screenshots to follow will be a result of these choices.

- A. Reporting end date is required to move on. This can be a projected date.
- B. A wet-weather event is defined as any event where high flow due to extreme rain/flood/storm conditions where wastewater can't be conveyed and/or fully treated due to capacity.
- C. A sewer overflow is considered to be a spill, backup in to home/business, manhole overflows, or any diversion that comes into contact with people or the environment.
- D. A bypass is an intentional diversion of wastewater from any portion of the wastewater treatment facility.

This form has not been certified. This form must be certified in order to complete the submission process.

Program Information

Sewer Overflow/Bypass Event Information

Please enter the start and end dates of your reporting period. You can use this report to cover one or more related sewer overflow or bypass events.

Reporting Period Start Date: ⓘ \*

09/15/2025

A.

Reporting Period End Date: ⓘ \*

09/15/2025

Are you submitting this sewer overflow/bypass event report due to a wet-weather event? ⓘ \*

☐ Yes

☒ No

B.

Event Information

Please enter one event for each CSO, SSO, or bypass that has occurred for this reporting period. \*

Add Sewer Overflow Event ⓘ

C.

Add Bypass Event ⓘ

D.

Next Section

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## Step 6: Sewer Overflow/Bypass Event Information, Continued

## Event Information

Please enter one event for each CSO, SSO, or bypass that has occurred for this reporting period. \*

Event ID: \* E.  
1 🔒

Description:  
Debris caused backed up

Reporting Requirement: \* F.  
5-day reporting for noncompliance that may endanger health or the environment x

Event Category: \* G.  
SSO

Please enter the type of structure of the sewer overflow. If other is selected, please enter a description of the other structure.

Type of Structure: \*  
Basement Backup x

Collection System ID: \* 🔒  
001 - Diller Sanitary Sewer System

**Sewer Overflow Location Information \***

Please identify the sewer overflow location (i.e., latitude and longitude coordinates) for this Event ID. To identify the sewer overflow location, you can click on the "Add Street Address" button to enter a street address nearest to the sewer overflow, directly enter the sewer overflow latitude and longitude coordinates (up to 6 decimal degrees), or pan, zoom, and click on the map provided below. Do not click on the Leaflet or Esri links (bottom right of map) as you will lose any data you've entered into this form. As needed, open these links in a new browser tab.

**E.** This text box is optional but does provide additional information that could be prudent to the event

**F.** There are two options to select from 1) 5-day reporting for noncompliance or 2) Other noncompliance reporting

**G.** Type of structures that can be choose from:

- Manhole
- Broken Pipe
- Pumping Station
- Basement Backup
- Other; if selected you will have to specify in comment box

**Sewer Overflow Location Information \***

Please identify the sewer overflow location (i.e., latitude and longitude coordinates) for this Event ID. To identify the sewer overflow location, you can click on the "Add Street Address" button to enter a street address nearest to the sewer overflow, directly enter the sewer overflow latitude and longitude coordinates (up to 6 decimal degrees), or pan, zoom, and click on the map provided below. Do not click on the Leaflet or Esri links (bottom right of map) as you will lose any data you've entered into this form. As needed, open these links in a new browser tab.

**H.**

Street Address: \*  
123 Kelley Street

City: \*  
Diller

State: \*  
Nebraska x

Zip Code: \*  
68342

Delete Street Address

**Direct Entry Option**

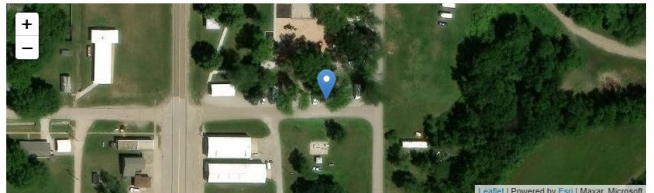
You can directly enter the sewer overflow latitude and longitude coordinates (up to 6 decimal degrees) when these fields are unlocked. This location will be marked on the map. Nearly all sewer overflow and bypass events should have a negative longitude value.

Latitude: \* 🔒  
40.110419 🔒 ° N

Longitude: \* 🔒  
96.934077 🔒 ° W

**Map Option**

You can pan, zoom, and click on the map to identify the sewer overflow location when the map is unlocked. Clicking on the map will display the latitude and longitude coordinates for the sewer overflow.



**H.** The street address OR the latitude and longitude will need to be provided to continue.

## Step 6: Continued

**I.** Waters of the United States would be a river, stream, creek, lake, pond, storm sewer or drainage ditch that flows into any of the aforementioned. If yes, you will need the name of the receiving body of water.

**J.** If the overflow is still occurring, you will be prompted to enter in the approximate time the event started.

**K.** Enter the start date and time.

**L.** Enter the event end date and time.

Did this event reach waters of the United States? \*

☒ Yes **I.**

☐ No

Receiving Waterbody Name: \*

North Table Creek

Is this an ongoing event with an unknown end date/time? \*

☐ Yes **J.**

☒ No

Please enter the approximate event start and end date. **K.**

☒ Same as reporting period start and end date.

Event Start Date: \* 09/15/2025

Event End Date: \* 09/15/2025

Please enter the approximate event start and end time. **L.**

Event Approximate Start Time: \* 08:30 am

Event Approximate End Time: \* 08:45 am

Duration of Event: 15 minute(s)

### Step 6: Continued

**M.** Enter either the total amount of water that was released or the estimated amount in gallons per hour. The start time and end time entered in **K.** and **L.** will be used to compute the total amount of water in gallons.

**N.** Select how this number was determined.

**O.** Click Done. This will create a record you can edit later if needed.

Please provide the total discharge volume (in gallons) OR the rate (in gallons per hour) of the wastewater that exited the sanitary or combined sewer collection system. \*

Estimated Discharge Volume (gallons): **M.** 15

OR

Estimated Average Discharge Rate (gallons per hour): 60

Method for Quantifying Discharge: \* **N.** Best Professional Judgement

**O.** Done

### Step 6: Event Information Continued

- Your record has been created and assigned an event ID. If this event caused multiple overflows click to **Add Sewer Overflow Event** to add those instances. If not, click **Next Section**.

Event Information

Please enter one event for each CSO, SSO, or bypass that has occurred for this reporting period. \*

Event ID	Event Category	Type of Structure	Collection System ID	Permitted Feature ID	Duration	Average Discharge Rate (gal/hr)	Actions
1 - Debris caused backed up	SSO	Basement Backup	001		15 minute(s)	60	Delete

Add Sewer Overflow Event

Add Bypass Event

Violation Detection Information

Violation Code	Violation Description	Event ID	Violation Start Date	Violation End Date
R012S	Dry-weather SSO discharge to waters of the U.S. that may "endanger health or the environment"	1	2025-09-15	2025-09-15

Next Section

### Step 7: Causes

- Click **Add Cause**

Program Information

Sewer Overflow/Bypass Event Information ☒

Causes

Please enter at least one cause for each event ID entered in the Sewer Overflow/Bypass Event Information section of this report. \*

Add Cause

Next Section

- Choose the option that best describes the cause of the overflow from the **Cause** dropdown menu
- Select the event ID created for this event; remember one event could have caused multiple overflows.
- Click **Save** and then **Next Section**

Causes

Please enter at least one cause for each event ID entered in the Sewer Overflow/Bypass Event Information section of this report. \*

Category: ⓘ \*

Sewer Collection System Problems

Cause: \*

Blockage - Other Debris

Please select all event IDs that this cause applies to. Only applicable event IDs will be available for selection based on the indicated cause. \*

Event ID:

1 - Debris caused backed up

Selected:

1 - Debris caused backed up

Cancel

Save

## Step 8: Corrective Actions

- Choose from short term or long-term corrective actions
- Then select the corrective action that mostly aligns with the next steps taken or will be taken by the facility.
- Select the correct event ID for this instance.
- Click **Save** and **Next Section** to save and proceed

Corrective Actions

Please enter at least one corrective action for each event ID entered in the Sewer Overflow/Bypass Event Information section of this report. \*

Category: \*

Short Term Response Actions x ▾

Corrective Action: \*

Sewer Flushing, Rodding, Blockage/Debris Removal x ▾

Please select all event IDs that this corrective action applies to. Only applicable event IDs will be available for selection based on the indicated corrective action. \*

Event ID:

1 - Debris caused backed up ▾

Selected:

1 - Debris caused backed up x

Cancel

Save

Next Section

## Step 9: Impacts Section

- In the **Category** drop-down menu, categorize the impact
- Select the **Impact** that most describes what the event impacted
- Choose the event ID for the event.
- Click **Save** and **Next Section** to save and proceed

Impacts

Please enter at least one impact for each event ID entered in the Sewer Overflow/Bypass Event Information section of this report. \*

Please use this field to identify impacts to human health or the environment. You can also use this field to record no observable impacts.

Category: \*

Known or Potential Environmental Impacts x ▾

Impact: \*

Aesthetic impairment x ▾

Please select all event IDs that this impact applies to. Only applicable event IDs will be available for selection based on the indicated impact. \*

Event ID:

1 - Debris caused backed up ▾

Selected:

1 - Debris caused backed up x

Cancel

Save

Next Section

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## Step 10: Additional Information

- If you are required by the permit to submit 24-hour notification of overflows or discharges, you select the **Yes** satellite button to enter your regional inspector information. This will send them an email with the event report you just created.

Additional Information ✓

Are you required to submit a twenty-four hour notification to the permitting authority for the events included in this report? \*

☐ Yes

☒ No

Please enter any additional information that you would like to provide in the comment box below.

\*\* Comments are OPTIONAL\*\*

Attached are photos of the debris that was clogging the sewer main as well as some images from the CCTV footage we took after the debris was removed.

Additional Attachments

No attachments uploaded.

No file chosen

Next Section

- This section allows you to provide any extra details that pertain to the event and the opportunity to attach documents like pictures, corrective measures, maintenance logs, etc. to help explain the scenario in greater clarity.

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## Step 11: Certification Information

- The options to choose from are:
  - Certify Form- this can only be done with a **Sign** or **Manage** role
  - Flag for certification- this will send a notification to the **Sign** or **Manage** role to be certified by that person and saved
  - No action at this time- will save the event to be certified by you or someone else at a later time
- Make your selection and **Save**

Certification Information

What would you like to do now?

You can sign and submit your form by clicking "Certify Form", or lock and flag your form for certification by selecting "Flag for certification". If you don't want to perform an action at this time, select "No action at this time".

☒ Certify Form

☐ Flag for certification

☐ No action at this time

Next

For the sake of this example, the option to **Certify Form** was selected. The user selected **Next**. The following screenshot shows that to certify, the user must choose to **Decline** or **Accept**. Choosing to **Accept** is the only way to certify, and submit,

the event. To **Decline** moves the event report into a saved but pending status and will need to be certified to be submitted.

**WATER TREATMENT FACILITY**

R, NE 68342

button to create a new report. Note that you must certify the report before it can be submitted.

**Please Read and Respond to the Following Statement**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I have no personal knowledge that the information submitted is other than true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. Signing an electronic document on behalf of another person is subject to criminal, civil, administrative, or other lawful action.

Signatory: Madison M. Feilmeier  
Date: 09/16/2025

Please note that only the individuals described in [40 CFR 122.22](#) are authorized to sign and submit this report. Clicking on "Accept" certifies your acknowledgement that you have the proper authorization to sign this report. If you are unsure of your authorization to sign this report, you should click on "Decline" and contact your NPDES permitting authority for further guidance.

**Report Type**

Sewer  
Overflow/Bypass  
Event Report

1 entries

**Decline** **Accept**

Choosing to **Accept** results in the following screen.

Use the following information to create a report.

**Action Summary**

You have certified your form and will receive an Email notification once complete.

**OK**

Report ID Version ID Start Date Date Event Status Last Updated By

The END

Congratulations on submitting your first sanitary sewer overflow or bypass event. A copy of record (COR) will be emailed to you and to the NPDES Compliance Coordinator. This event will be recorded in the facility record and made available to the public via the Department of Nebraska Water, Energy, and Environment public portal. Public records can be accessed on our website.

**For questions or support, please contact Madison Feilmeier at 402-471-4370.**

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*Produced by: Nebraska Department of Water, Energy, and Environment 245 Fallbrook Blvd. Ste 100, Lincoln, NE 68521; (402) 471- 2186. To view this and other information related to our agency, visit our website at <https://dwee.nebraska.gov/>.*