

## How to Report NODI Codes in a Batch Submission in NetDMR

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All permit limits require data entry on the DMR in NetDMR. If numeric data is not available, a No Data Indicator (NODI) code should be reported to explain why numeric data is not being reported.

If numeric data is not available to report for multiple monitoring periods or DMRs, you can save time by submitting multiple DMRs at the same time in a batch submission by following the instructions below.

1. Sign in to your NetDMR account at [NetDMR.epa.gov](https://NetDMR.epa.gov) with your Login.gov account information.
2. Click on your role for the NDMR-TN: NetDMR: Tennessee Department of Environment and Conservation program service, then click [Continue to NetDMR](#).
3. From the NetDMR homepage, under All DMRs and Copies of Record (CORs), select your Permit ID from the drop-down menu and click [Update](#). Then choose start and end dates in the Monitoring Period End Date range query (e.g., 01/01/2025- 01/31/2025) and click [Search](#).
  - This search will pull up all of the DMRs within that date range and will keep you from accidentally submitting data for the wrong DMR.
4. Identify the DMRs that you want to edit in the search results by the Permitted Feature, Discharge #, Discharge Description, and Monitoring Period End Date. Then check the box in the Update NODI column for the DMR that you want to edit.
  - If you need to enter data for more than one DMR in the search results, check the box to [Check All On Page](#) in the Update NODI column.
  - Note that you will need to uncheck any DMRs that you do not want to submit with a NODI code for all of the values on the DMR.
5. Click on the [Update NODI](#) icon at the top right of the page, then you will be prompted to select a single NODI code from the NODI Code drop-down menu to include on all the DMRs in the My Selected DMRs list below.
  - Make sure to double-check the selected DMRs before you save your changes so that data is not accidentally entered for the wrong DMR. You can check the box next to the DMRs that you want to exclude then click Remove to remove them from the batch submission.

6. After you have confirmed that the selected DMRs should be reported with the selected NODI code, click the Save & Exit icon at the top right corner of the page.
7. You will be redirected back to the DMR search results page to wait until the text in the Status column changes from Update NODI Pending to NetDMR Validated. This process could take several minutes.
8. After the text in the Status column changes from Update NODI Pending to NetDMR Validated for all of the selected DMRs, a permit signatory will need to check the box to Check All On Page in the Include in Batch Submit column then select the Sign & Submit icon at the top-right corner.
  - Make sure to review the list of selected DMRs before clicking Sign & Submit. and check the box in the Include in Batch Submit column for DMRs that you want to include in the batch submission),
  - Note that DMRs cannot be included in the batch submission until the text in the Status column changes from Update NODI Pending to NetDMR Validated.
9. On the next page, check the box to Check All in the Include in Submission column, then follow the steps to sign and submit the DMR in NetDMR.
  - Registered permit signatories will receive an email from NetDMR when the DMR has been submitted for processing and another email when the DMR is done processing in NetDMR.
  - NetDMR submission processing confirmation emails are automatically generated from NetDMR but can sometimes take a while to be generated while DMRs are being processed in EPA's CDX database.