

MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY



WATER RESOURCES DIVISION  
**MIWATERS CERTIFIER AGREEMENT**

This Agreement will allow you to electronically submit forms and reports using Michigan Department of Environment, Great Lakes, and Energy’s MiWaters system when those forms and reports require a signature, using the account identified by your e-mail address. To receive the necessary authorization, a request to be a certifier must be made by the account administrator for you in MiWaters (under the authorized users), and you must fill out this form completely, sign it, have the verification signed by a MiWaters Site Administrator (see below) and send the original to:

Certifier Agreement Administrator  
 Michigan Department of Environment, Great Lakes, and Energy  
 P.O. Box 30458  
 Lansing, MI 48909-7958

**Faxes, photocopies, and other facsimiles will not suffice.**

If you are a certifier for multiple facilities, a separate MiWaters Certifier Agreement is required for each site.

Site/Facility/Permittee Name:	
Permit number(s), if applicable:	
County where site is located:	
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First and Last Name:	
Street Address:	
City:	
State:	
Zip Code:	
Telephone:	
E-mail:	

Notes:

- (1) The Name must be the name of the person shown on the next page; site/facility names are not allowed, and if used will cause the form to be returned.
- (2) The address must be a street address. Post Office boxes are not allowed.
- (3) The e-mail address is the address used for the MiWaters account. It should be the e-mail address for the person listed here and shown on the next page. It can be a person's work e-mail address, but it should not be a group, general, or company e-mail address.

I, \_\_\_\_\_, the undersigned, am submitting this Certifier Agreement to the Michigan Department of Environment, Great Lakes, and Energy to receive authorization to electronically submit forms and reports using EGLE's MiWaters electronic submission system. This agreement cannot be used for the submission of documents associated with the negotiation or execution of administrative orders, consent judgments, and other legal pleadings. With this authorization, any and all other submissions made with the MiWaters system using the accounts identified by my e-mail address above will be the equivalent of my handwritten signature on all electronically submitted reports, documents, applications, files, or forms authorized under this agreement, and shall have the full legal force of an actual handwritten signature pursuant to the Michigan Uniform Electronic Transaction Act, 2000 PA 305 (MCL 450.831-450.849). My account will be authorized to submit electronic submissions upon receiving approval from EGLE.

I hereby agree to the following terms and conditions:

- 1) I will protect my account password and all security question and answer pairs from compromise and from use by any other party, including anyone who may be acting as my agent.
- 2) I will notify the EGLE within 24 hours after discovery of any evidence of the loss, theft, or other compromise of my account password or any security question and answer pairs.
- 3) I will review and, if necessary, repudiate by submission of a notice to EGLE any electronic reports, documents, applications, files, or forms that may have been submitted to EGLE after this loss, theft, or other compromise.
- 4) I will review within 24 hours the acknowledgments and copies of submitted documents generated by EGLE's MiWaters system.
- 5) I will notify EGLE within 24 hours after discovery of any evidence of discrepancy between any information electronically submitted by my accounts and what was received by EGLE.
- 6) Notifications required by paragraphs 2, 3, and 5 above shall be made by sending an e-mail to [EGLE-WRD-MiWaters@Michigan.gov](mailto:EGLE-WRD-MiWaters@Michigan.gov).

I understand and agree that I shall be legally bound, obligated, and responsible, and subject to all penalties and reimbursements under law, for any unauthorized use or false or misleading submissions under my account in EGLE's MiWaters system.

Notwithstanding the above paragraph, for submissions made by the federal government of the United States (Government), the Government agrees to promptly consider and adjudicate claims that may arise out of the use of MiWaters by the Government or its duly authorized representatives or contractors, and to pay any legally imposed penalties or damages as may be required under applicable law. Such adjudication shall occur under the Federal Tort Claims Act, 28 USC 2671, et seq, or such other legal authority as may be applicable.

Applicant's signature:

\_\_\_\_\_

Date:\_\_\_\_\_

### **Site Administrator Verification**

The Site Administrator is responsible for ensuring the appropriate people at the facility or site, or representatives of the facility or site, have access to MiWaters, and that information submitted via MiWaters is true and accurate. It is recommended that this person also be an Administrator in MiWaters, but it is not required. This person should be:

- For a corporation, a principal executive officer of at least the level of vice president; or a designated representative if the representative is responsible for the overall operation of the facility from which the discharge originates;
- For a partnership, a general partner;
- For a sole proprietorship, the proprietor;
- For a municipal, state, or other public facility, either a principal executive officer, the mayor, village president, city or village manager, or other duly authorized employee, or;
- A duly authorized representative such as an individual having responsibility for the overall operation of the regulated facility or activity such as the position of plant manager, operator of a well or a well field, superintendent, position of equivalent responsibility, or an individual having overall responsibility for environmental matters for the facility.

I am the Site Administrator for the site identified in this Agreement. I verify that the applicant has been designated as a certifier for the site and should be granted authority to electronically submit forms and reports as a certifier through the MiWaters System on behalf of the site.

I understand and agree that as the Site Administrator, it is my responsibility to promptly inactivate the applicant's access to the site's MiWaters account if his/her status as certifier for the site ends.

Site Administrator's Name (print or type):

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Title:

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Site Administrator's signature:

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Date: \_\_\_\_\_

If you need this information in an alternate format, contact [EGLE-Accessibility@Michigan.gov](mailto:EGLE-Accessibility@Michigan.gov) or call 800-662-9278.

EGLE does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation in the administration of any of its program or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations. Questions or concerns should be directed to the Nondiscrimination Compliance Coordinator at [EGLE-NondiscriminationCC@Michigan.gov](mailto:EGLE-NondiscriminationCC@Michigan.gov) or 517-249-0906.

This form and its contents are subject to the Freedom of Information Act and may be released to the public.