



Welcome to OCULUS

Central District Office
Florida Department of Environmental Protection



What is OCULUS?

Florida Department of Environmental Protection's (DEP) Electronic Document Management System (EDMS)

- **Used by DEP to store documents.**
- **Accessible to the public to review permitting and compliance records.**



How to Access OCULUS

Online tool can be reached at:

<http://depedms.dep.state.fl.us/Oculus/servlet/login>

OR:

**Perform a search for
“FDEP Oculus”**



Florida Department of Environmental Protection (.gov)
https://depedms.dep.state.fl.us > Oculus > servlet > login



[FDEP - oculus - Florida Department of Environmental Protection](#)

No information is available for this page.

[Learn why](#)



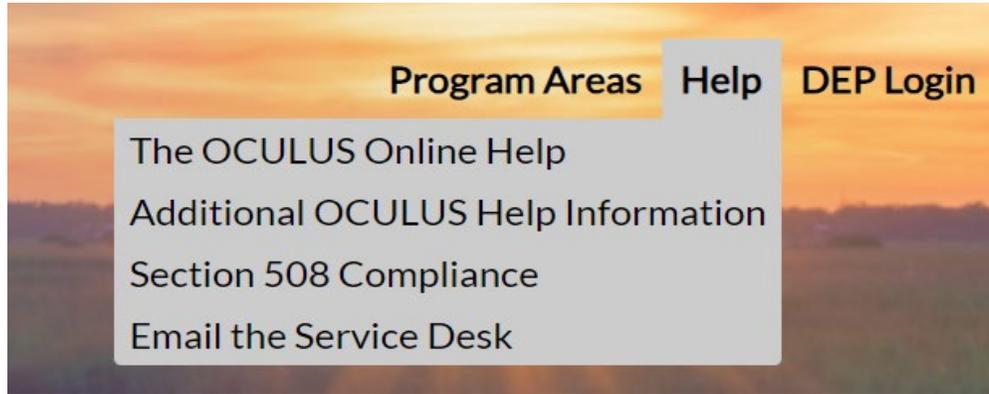
User Login

- **Your DEP OCULUS Login ID is case sensitive.**
- **Passwords can be reset on the web interface or by the DEP Service Desk.**
- **Anyone can access OCULUS through the “Public OCULUS Login” button.**
- **No login ID or password is needed.**

A screenshot of the DEP OCULUS web interface. The background is a scenic image of a river at sunset. In the top left corner is the Florida Department of Environmental Protection logo. The text "DEP OCULUS" is prominently displayed in the upper center. Below it, the text "Welcome to the DEP Document Management System" is visible. In the top right corner, there are navigation links: "Program Areas", "Help", and "DEP Login" (which is highlighted with a red box). Below these links is a login form with fields for "Username" and "Password", and buttons for "Login" and "Forgot Password". In the center of the page, there is a button labeled "PUBLIC OCULUS LOGIN" with a red arrow pointing to it from the left. At the bottom of the page, there is a text box that reads: "Not finding what you need directly from searching OCULUS? Another web interface specifically for finding documents and maps for Regulatory sites and facilities is the [DEP Enterprise Information Portal](#)."



Help Screen



Help using OCULUS

There are several tools available to assist in using the OCULUS Document Management System. At any point, users can click the help menu to open the [Online help system](#). For help finding documents in OCULUS, please see the [Public Document Taxonomy](#). If you believe that you've found an error with a document, please contact servicedesk@dep.state.fl.us to report the problem.

At times Microsoft Office updates may cause users to lose the ability to "View" TIF documents in OCULUS and limit their options to 'Save' or 'Cancel' when trying to view them. If your computer is experiencing this problem, please try the steps outlined [in this document](#).

If you can open documents correctly but find black pages while viewing 'TIF' documents from OCULUS or you are having other trouble viewing documents, please [follow these instructions](#) for help installing an alternative viewer.

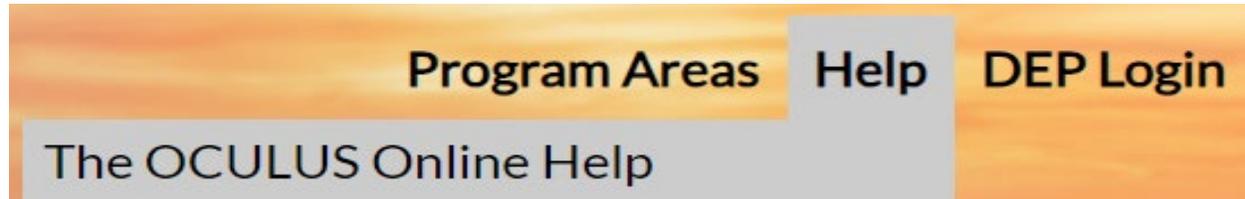
If you find that you cannot view or open a document type of '.MSG', '.PST', or '.OST', email formats, you may not have compatible software for these file types.

Please visit [.MSG viewer download page](#) to download the free Mail Viewer or visit [.PST or .OST viewer download page](#) to download the free Outlook Viewer for viewing these file forma

- Help using OCULUS is available on the main page at the top right of the screen.
- The OCULUS Online Help.
- Section 508 Compliance.
- Email address for assistance
- Additional OCULUS Help Information:
← Viewing TIFF documents
Document taxonomy, etc.



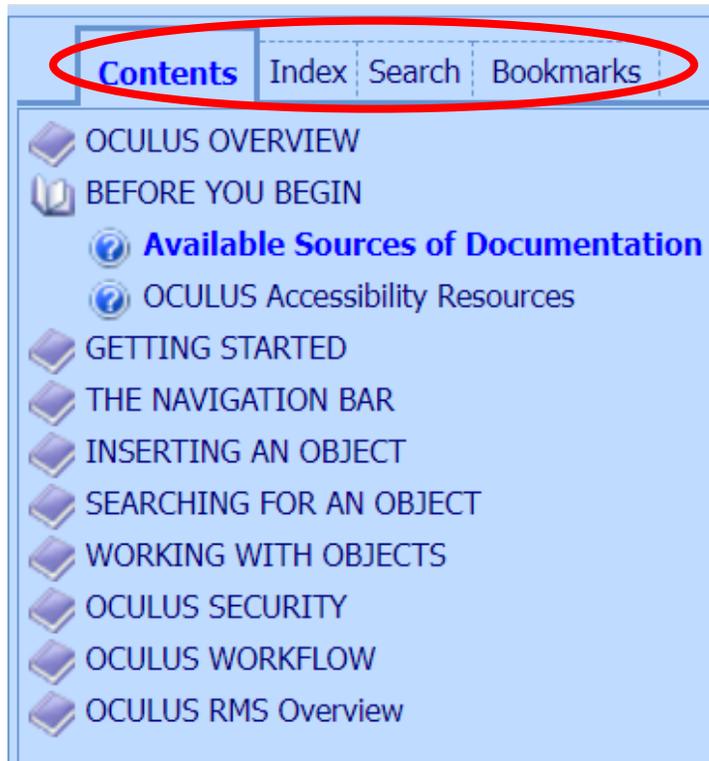
The OCULUS Online Help



To use the OCULUS Online Help

In the online help system, click one of the following tabs:

- **Contents** – Navigate through the online help contents.
- **Index** – Provides you with an alphabetical listing of keywords to search the help topics.
- **Search** – Provides powerful full-text searching capabilities to assist you in locating the information you require. Type a word or phrase. OCULUS help returns all topics containing your search item.





Search Screen

OCULUS Search Actions Tools Help Logout patel_my

Search

Catalog

- Storage Tanks_Restricted
- Underground Injection Control
- Underground Injection Control_Restricted
- Waste Cleanup
- Waste Cleanup_Restricted
- Wastewater

Search By

Profile

Profile

- Construction_Operation Mgmt
- Discovery_Compliance
- Enforcement_Legal
- Fiscal
- Permitting_Authorization
- Sampling

Sort By: County Type: Any

Creator: Folder Name:

Created: MM-DD-YYYY To: MM-DD-YYYY

Search

County =

District =

Facility-Site ID = FLA010819 ... WINTER PARK ESTATES WWTF

Document Date From: 07-01-2024 To: 12-31-2024

Received Date From: 07-01-2024 To: 12-31-2024

Document Type =

Contractor ID =

Facility Type * =

Application Number =

Permit Number =

Document Subject =

Search

- After logging in, the search screen will populate.
- It will default to the last search screen
- Always click the clear button to start your new search



Search Screen (Cont.):

OCULUS Search Actions Tools Help Logout patel_my

Catalog

- beaches & Coastal systems_restricted
- DSL Public Lands
- DSL Revenue Processing Management
- DWRA Grants Programs
- ERP - Environmental Resource Permitting**
- ERP_Restricted
- Hazardous Waste

Search By

Profile

Profile

- Enforcement_Legal
- ERP File Cabinet
- Fiscal
- Permitting_Authorization
- Plans and Specifications
- Sampling

Sort By Document Date Type Any

Creator Folder Name

Created MM-DD-YYYY To MM-DD-YYYY

Search Clear

County =

District =

Facility-Site ID =

Document Date From MM-DD-YYYY To MM-DD-YYYY

Received Date From MM-DD-YYYY To MM-DD-YYYY

Document Type =

Contractor ID =

PSD Number =

Permit Type =

Facility Type * =

Application Number =

Permit Number =

404 Review Office =

Document Subject =

Search Clear

- The drop-down menus on the left of the page are the Catalog and Search By. This is how you begin your search:
 - Select the desired program(s) under Catalog.
 - You can choose to search by either Profile or Property under the Search By field.



Multiple Search Features

- Users may search multiple catalogs, profiles or properties all at once or a few at a time.
- To select all, click on the first catalog/profile/property, hold down *Shift*, then press *End*. Select multiple by holding down the *Ctrl* key as you select individual entries.
- All selected items are in blue.

Search

Catalog

- Air
- Asbestos
- Beaches & Coastal Systems
- DSL Public Lands
- DSL Revenue Processing Management
- ERP - Environmental Resource Permitt
- Hazardous Waste

Search By

Profile

Profile

- Discovery_Compliance
- Enforcement_Legal
- Permitting_Authorization

Search

Catalog

- State Revolving Fund
- Storage Tanks
- Underground Injection Control
- Waste Cleanup
- Wastewater
- Water Supply Restoration
- Water and Springs Restoration Program

Search By

Property

Property

- County
- District
- Document Date
- Document Subject
- Document Title
- Document Type
- Drawer



Available Catalog

The Catalog is where the user may select the desired department programs under which to search. These include:

- Air
- Asbestos
- Beaches & Coastal System
- DSL Public Lands
- DSL Revenues Processing Management
- ERP - Environmental Resource Permitting
- Hazardous Waste
- Human Resources
- Mining & Minerals Regulation
- NPDES Storm Water
- Nonpoint Source Management
- OEP - Office of Ecosystem Projects

Catalog





Available Catalog (Cont.):

Catalog



- **DEP Programs (continued):**
 - **Oil & Gas**
 - **Onsite Sewage**
 - **Potable Water System**
 - **Resilient Florida Program**
 - **SCO – Siting Coordination Office**
 - **Solid Waste**
 - **State 404 Programs**
 - **State Revolving Fund**
 - **Storage Tanks**
 - **Underground Injection Control**
 - **Waste Cleanup**
 - **Wastewater**
 - **Water Policy**
 - **Water Supply Restoration**



Search Screen

- The drop-down search options just to the right of the catalog include a * or =.
- The = will return a search with only those matching exactly what you type.
- The * will return a search including everything that has what you typed.
- The fields with the *i* on the right side mean you can filter the search.



Search By Profile

Search By

Profile



Profile

Administrative

Construction_Operation Mgmt

Discovery_Compliance

Enforcement_Legal

Fiscal

Permitting_Authorization

Available profile choices are specific and vary based on the catalog selected.

Useful when searching for a specific type of document.



Search By Profile (Cont.):

1. Clear
2. Select a catalog.
3. Select the profile.
4. Enter facility/site ID # and press tab to populate the facility/site name.
5. The user may narrow the search by selecting the *i* fields drop down menu in either or all three document, permit and facility type.
6. Click Search.

Using Facility/Site ID#

The screenshot shows the OCULUS search interface. The top navigation bar includes 'OCULUS', 'Search', 'Actions', 'Tools', 'Help', and 'Logout'. The main search area is titled 'Search' and contains several sections:

- Catalog:** A dropdown menu with options: ERP - Environmental Resource Permitt, Hazardous Waste, Mining & Minerals Regulation, NPDES Storm Water, Nonpoint Source Management, OEP - Office of Ecosystem Projects, and Oil & Gas.
- Search By:** A dropdown menu with the option: Profile.
- Profile:** A dropdown menu with options: Administrative, Construction_Operation Mgmt, Discovery_Compliance, Enforcement_Legal, Fiscal, Permitting_Authorization, and Plans and Specifications.
- Sort By:** Document Date (dropdown), Type: Any (dropdown).
- Creator:** Text input field.
- Created:** MM-DD-YYYY (calendar icon) To MM-DD-YYYY (calendar icon).
- Folder Name:** Text input field.
- County:** = VOLUSIA (dropdown).
- District:** = CD (dropdown).
- Facility-Site ID:** = ERP_386305 ... BOYLSTON AVE BEACH APPROACH (ERP) (dropdown).
- Document Date:** From MM-DD-YYYY (calendar icon) To MM-DD-YYYY (calendar icon).
- Received Date:** From MM-DD-YYYY (calendar icon) To MM-DD-YYYY (calendar icon).
- Document Type:** = (dropdown) with an information icon (i).
- Contractor ID:** = (text input).
- PSD Number:** = (text input).
- Permit Type:** = (dropdown) with an information icon (i).
- Facility Type:** * (dropdown) with a plus icon (+) and an information icon (i).
- Application Number:** = (dropdown).
- Permit Number:** = (dropdown).
- 404 Review Office:** = (dropdown).
- Document Subject:** = (text input).

Red boxes highlight the 'Search' button at the top left, the 'Facility-Site ID' dropdown, the 'Document Type' dropdown, and the 'Search' button at the bottom left.



Search By Profile (Cont.):

Using Document Subject

- Search for document subject by entering the project name.
- Changing the = sign to * in the drop-down menu will return results with only those matching to what has been typed.
- The user may narrow the search by selecting a specific District, date OR the *i* fields for one or all three:

OCULUS Search Actions Tools Help Logout

Search

Catalog: Office of Ecosystem Projects, Oil & Gas, Potable Water Systems, SCO - Siting Coordination Office, Solid Waste, State 404 Programs, State Revolving Fund

Search By: Profile

Profile: Cleanup_Remediation, Construction_Operation Mgmt, Discovery_Compliance, Enforcement_Legal, Fiscal, Permitting_Authorization, Sampling

Sort By: Document Date, Type: Any

Created: MM-DD-YYYY, Folder Name: MM-DD-YYYY

Search [Clear]

County: []

District: []

Facility-Site ID: []

Document Date: From [] To []

Received Date: From [] To []

Document Type: [] CLEARANCE RELATED ⓘ

Contractor ID: []

PSD Number: []

Permit Type: [] GENERAL PERMIT ⓘ

Facility Type: [] COMMUNITY ⓘ

Application Number: []

Permit Number: []

404 Review Office: []

Document Subject: [] * Adamson Creek

Search [Clear]

OCULUS Search Actions Tools Help Logout netuser

Search Results

Catalog: 2 documents in 1 catalog

Potable Water Systems (2) Results/Page 5 Refresh Export to Excel Send Search Results Operations View Printable Hitlist

	File Type	Profile	Facility-Site ID	Document Date	Received Date	Document Type	Permit Type	Facility Type	Application Number	Permit Number	Document Subject	County	District	File Size	Version	N
<input type="radio"/>		Permitting_Authorization	3050223	11-27-2018	11-27-2018	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY			0124889-102	BREVARD	CD	156 KB	1.0	Y
<input type="radio"/>		Permitting_Authorization	3050223	11-21-2018	11-21-2018	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY			0124889-102	BREVARD	CD	3529 KB	1.0	Y



Search By Profile (Cont.):

Using Document Project Number

The screenshot shows the OCULUS search interface. The 'Search By' dropdown is set to 'Profile'. The 'Document Subject' field is populated with '124889', which is circled in red. A red arrow points from this field to the search results table in the adjacent screenshot.

The screenshot shows the search results for the query. The table lists documents with columns for File Type, Profile, Facility-Site ID, Document Date, Received Date, Document Type, Permit Type, Facility Type, Application Number, Permit Number, and Document Subject. The document with Permit Number 0124889-1091 is highlighted with a red box, and a red arrow points from the search criteria field in the previous screenshot to this row.

File Type	Profile	Facility-Site ID	Document Date	Received Date	Document Type	Permit Type	Facility Type	Application Number	Permit Number	Document Subject
Permitting_Authorization	3050223	02-04-2021	02-04-2021	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY				0124889-1041 DSGP ROCKLEDG
Permitting_Authorization	3050223	02-02-2021	02-02-2021	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY				0124889-1041-DSGP ROCKLEDG
Permitting_Authorization	3050223	01-14-2021	01-14-2021	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY				0124889-1071 DSGP-TEMPLE OI
Permitting_Authorization	3050223	01-08-2021	01-08-2021	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY				0124889-1001-DSGP-SAVANNAH
Permitting_Authorization	3050223	01-08-2021	01-08-2021	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY				0124889-1001-DSGP-SAVANNAH
Permitting_Authorization	3050223	12-11-2020	12-11-2020	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY				0124889-1091-DSGP RANGE RO
Permitting_Authorization	3050223	12-03-2020	12-03-2020	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY				0124889-1071-DSGP-TEMPLE ISF
Permitting_Authorization	3050223	12-03-2020	12-03-2020	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY				0124889-1001-DSGP (124889-1
Permitting_Authorization	3050223	11-19-2020	11-19-2020	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY				0124889-1077-DSGP-ROCKLEDG
Permitting_Authorization	3050223	11-03-2020	11-03-2020	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY				0124889-1077 APPLICATION CO

- Search for document subject by entering the project ID# or the project name.
- Changing the = sign to * in the drop-down menu will return results with only those matching what has been typed.
- The user may narrow the search by selecting the *i* fields in either or all three document, permit and facility type drop down menu.



Search By Property (Cont.):

Property Search Criteria – Optional Properties

The screenshot shows the OCULUS search interface. At the top, there is a navigation bar with 'OCULUS' on the left and 'Search', 'Actions', 'Tools', 'Help', 'Logout', and 'patel_my' on the right. The main content area is blue and contains a search form. On the left, there is a 'Catalog' dropdown menu with options: 'Beaches & Coastal Systems', 'Beaches & Coastal Systems_Restrict', 'DSL Public Lands', 'DSL Revenue Processing Managem', 'DWRA Grants Programs', and 'ERP - Environmental Resource Perr'. Below it is a 'Search By' dropdown menu with 'Property' selected. At the bottom left is a 'Property' dropdown menu with options: '404 Review Office', 'Application Number', 'Contractor ID', 'County', 'District', and 'Document Date'. In the center, there are search criteria fields: 'Sort By' (Creator), 'Type' (Any), 'Creator' (text input), 'Folder Name' (text input), 'Created' (MM-DD-YYYY date picker), and 'To' (MM-DD-YYYY date picker). Below these are two search buttons: 'Search' and 'Clear'. At the bottom, there is a field for 'Application Number' with an equals sign and a dropdown arrow, followed by a text input field and another 'Search' and 'Clear' button.

- Select a catalog
- Available Property choices are specific and vary based on the catalog selected.
- Useful when document type is unknown or searching for all documents related to the specific site-related.



Search By Property

Property Search Criteria – Default Properties

The screenshot displays the OCULUS search interface. At the top, there is a navigation bar with 'Search', 'Actions', 'Tools', 'Help', and 'Logout' options, and a user profile 'patel_my'. The main search area is titled 'Search' and includes a 'Catalog' list on the left with items like 'Beaches & Coastal Systems' and 'DSL Public Lands'. Below the catalog is a 'Search By' dropdown set to 'Property' and a 'Property' list with options like '404 Review Office' and 'Application Number'. The search criteria section is highlighted with a red box and includes 'Sort By' (set to 'Creator'), 'Type' (set to 'Any'), 'Folder Name', and 'To' (with a date input). Below this is a search input field with an equals sign and a dropdown arrow. To the right, a 'Type' dropdown is open, showing options: 'Any', 'Document', 'Index Entry', 'Folder', and 'Supplemental Index'. Red arrows indicate the flow from the search criteria to the search input and then to the type dropdown.

- You can search for an object using default properties and optional properties.
- Default properties are not profile-specific. Default properties are always available on the Search page.



Search By Property (Cont.):

1. In this example, we are searching multiple properties.
2. Enter the document subject name or number
3. By changing the = sign to * in the drop-down menu, results will return only those matching a search to exactly what has been typed.
4. Click Search.

The screenshot shows the OCULUS search interface. At the top, there is a navigation bar with 'OCULUS' and links for 'Search', 'Actions', 'Tools', 'Help', and 'Logout'. The user 'patel_my' is logged in. The main search area is titled 'Search' and includes a 'Catalog' dropdown menu with options like 'Beaches & Coastal Systems', 'DSL Public Lands', and 'ERP - Environmental Resource Perm'. Below this is a 'Search By' dropdown menu set to 'Property'. A 'Property' dropdown menu is open, showing options like '404 Review Office', 'Application Number', 'Contractor ID', 'County', 'District', and 'Document Date'. The search criteria are defined as follows: 'Sort By' is 'Document Date', 'Type' is 'Any', 'Creator' and 'Folder Name' are empty, 'Created' and 'To' are date pickers, 'Application Number' is empty, 'Contractor ID' is empty, 'County' is 'VOLUSIA', 'District' is 'CD', 'Document Date' is empty, 'Document Subject' is empty, and 'Facility-Site ID' is 'ERP_386305' with a related result 'BOYLSTON AVE BEACH APPROACH (ERP)'. The search results are displayed in a table at the bottom, with a search bar and 'Search' and 'Clear' buttons.



Search Results (Cont.):

Search Results Page (Cont.)

OCULUS Search Actions Tools Help Logout patel_my

Search Results

Catalog
384 documents in 1 catalog
Potable Water Systems (384) ▾ Results/Page 5 ▾ Refresh

Operations ▾ 5 → [Export to Excel](#) [Send Search Results](#)
[Printable Hitlist](#)

Showing Results 1 to 5
Page(s) [1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [Next](#)

File Type	Profile	Facility-Site ID	Document Date	Received Date	Document Type	Permit Type	Facility Type	Application Number	Permit Number	Docu
<input type="checkbox"/>	Permitting_Authoriz	3050223	11-04-2024	11-04-2024	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY			0124
<input type="checkbox"/>	Permitting_Authoriz	3050223	11-01-2024	11-01-2024	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY			0124
<input type="checkbox"/>	Permitting_Authoriz	3050223	09-19-2024	09-19-2024	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY			0124
<input type="checkbox"/>	Permitting_Permitting	3050223	08-16-2024	08-16-2024	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY			0124
<input type="checkbox"/>	Permitting_Authoriz	3050223	08-16-2024	08-16-2024	CLEARANCE RELATED	GENERAL PERMIT	COMMUNITY			0124

- Showing all results matching what you selected in the search fields.
- The matches or hits are displayed one page at a time.
- Click the number of objects you want to display on each page. Click Refresh to update the page



Search Results (Cont.):

Search Results Page (Cont.)

OCULUS Search Actions Tools Help Logout netuser

Search Results

Catalog
494 documents in 1 catalog

Potable Water Systems (494) Results/Page 10 Refresh
Operations View

[Export to Excel](#) [Send Search Results](#)
[Printable Hitlist](#)

Showing Results 1 to 10
Page(s) [1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [Next](#)

File Type	Profile	Facility-Site ID	Document Date	Received Date	Document Type	Inspection Type	Permit Type	Facility Type	Document Subject	County	District	File Size	Version	Master
	Discovery_Compliance	3425185	02-03-2021	02-03-2021	INSPECTION RELATED	SANITARY SURVEY		NONCOMMUNITY	01-08-21 SANITARY SURVEY	MARION	CD	376 KB	1.0	Y
	Discovery_Compliance	3480664	01-21-2021	01-21-2021	INSPECTION RELATED	SANITARY SURVEY		NONCOMMUNITY	01-19-21 SANITARY SURVEY	ORANGE	CD	446 KB	1.0	Y
	Discovery_Compliance	3484317	01-21-2021	01-21-2021	INSPECTION RELATED	SANITARY SURVEY		NONCOMMUNITY	01-19-21 SANITARY SURVEY	ORANGE	CD	452 KB	1.0	Y
	Discovery_Compliance	3591286	02-18-1997	02-18-1997	INSPECTION RELATED	SANITARY SURVEY		NONTRANSIENT NONCOMMUNITY	01-30-1997 SANITARY SURVEY REP	SEMINOLE	CD	736 KB	1.0	Y
	Discovery_Compliance	3591286	02-19-1981	02-19-1981	INSPECTION RELATED	SANITARY SURVEY		NONTRANSIENT NONCOMMUNITY	02-06-1981 - SANITARY SURVEY	SEMINOLE	CD	818 KB	1.0	Y
	Discovery_Compliance	6604831	03-01-2012	03-01-2012	INSPECTION RELATED	SANITARY SURVEY		NONTRANSIENT NONCOMMUNITY	02-2012 SANITARY SURVEY REPORT	SUMTER	CD	2687 KB	1.0	Y
	Discovery_Compliance	6604833	03-01-2012	03-01-2012	INSPECTION RELATED	SANITARY SURVEY		NONCOMMUNITY	02-2012 SANITARY SURVEY REPORT	SUMTER	CD	770 KB	1.0	Y
	Discovery_Compliance	3424819	04-09-2020	04-09-2020	INSPECTION RELATED	SANITARY SURVEY		NONCOMMUNITY	03-04-2020 3424819 SALT SPRING	MARION	CD	354 KB	1.0	Y
	Discovery_Compliance	3424952	04-28-2020	04-28-2020	INSPECTION RELATED	SANITARY SURVEY		NONCOMMUNITY	03-2-2020 3424952 FAITH BAPTIS	MARION	CD	424 KB	1.0	Y
	Discovery_Compliance	3421503	04-28-2020	04-28-2020	INSPECTION RELATED	SANITARY SURVEY		NONCOMMUNITY	03-20-2020 COMPLIANCE LETTER S	MARION	CD	342 KB	1.0	Y

- Showing all results matching what you selected in the search fields.
- You can modify how the Search page displays search results by clicking on the *blueprint tabs*.



Search Results (Cont.):

Search Results Page (Cont.)

OCULUS Search Actions Tools Help Logout patel_my

Search Results

Catalog
1500 documents in 1 catalog
Potable Water Systems (1500) Results/Page 10 Refresh Export to Excel Send Search Results
Operations View Printable Hitlist

Showing Results 1 to 10
Page(s) 1 2 3 4 5 6 7 8 9 10 Next

You have returned the maximum number of documents allowed for a single search. There may be additional documents related to your query. Please choose additional search criteria to limit the number of documents returned and search again to identify related documents.

File Type	Profile	Facility-Site ID	Document Date	Received Date	Document Type	Inspection Type	Facility Type	Application Number	Permit Number	Document Subject	County	District	File Size	Version	Master	Created	Creator
<input checked="" type="radio"/>	Discovery_Compliance	3424659	01-13-2025	01-13-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY			12/13/2024 SSI AND CAO	MARION	CD	500 KB	1.0	Y	01-13-2025	viaud_k
<input type="radio"/>	Discovery_Compliance	3481326	01-09-2025	01-09-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY			2024_12 SSI & ICL	ORANGE	CD	472 KB	1.0	Y	01-09-2025	viaud_k
<input type="radio"/>	Discovery_Compliance	6601467	01-07-2025	01-07-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY			12-20-24 SSI AND ICL	SUMTER	CD	380 KB	1.0	Y	01-07-2025	diaz_v
<input type="radio"/>	Discovery_Compliance	3425111	01-06-2025	01-06-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY			12/13/2024 SSI AND CAO	MARION	CD	384 KB	1.0	Y	01-06-2025	patel_my
<input type="radio"/>	Discovery_Compliance	3484264	01-06-2025	01-06-2025	INSPECTION RELATED	SANITARY SURVEY	NONTRANSIENT NONCOMMUNITY			12-16-2024 SSI AND ICL	ORANGE	CD	290 KB	1.0	Y	01-06-2025	cameron_a
<input type="radio"/>	Discovery_Compliance	3354038	01-03-2025	01-03-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY			2024 SSI & ICL	LAKE	CD	455 KB	1.0	Y	01-03-2025	viaud_k
<input type="radio"/>	Discovery_Compliance	3480255	01-03-2025	01-03-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY			2024_12 SSI & ICL	ORANGE	CD	281 KB	1.0	Y	01-03-2025	cameron_a
<input type="radio"/>	Discovery_Compliance	3480255	01-02-2025	01-02-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY			2024 SSI CORRECTIVE ACTIONS	ORANGE	CD	225 KB	1.0	Y	01-02-2025	colon_lm
<input type="radio"/>	Discovery_Compliance	3354053	01-02-2025	01-02-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY			2024 SSI & ICL	LAKE	CD	443 KB	1.0	Y	01-02-2025	viaud_k
<input type="radio"/>	Discovery_Compliance	3354671	12-30-2024	12-30-2024	INSPECTION RELATED	SANITARY SURVEY	NONCOMMUNITY			2024_12 SSI & ICL	LAKE	CD	265 KB	1.0	Y	01-02-2025	diaz_v

Radio Button

File Type

- Click on the radio button or the file type to view a document. Clicking anywhere on the line will populate the radio button.
- Click the arrow button next to *view* in the operations drop-down menu to open and view the document in its native format.



Search Results (Cont.):

Search Results Page (Cont.)

The screenshot shows the OCULUS search results page. At the top, there is a navigation bar with 'Search', 'Actions', 'Tools', 'Help', and 'Logout'. Below this, the 'Search Results' section displays 'Catalog: 1500 documents in 1 catalog' and 'Potable Water Systems (1500)'. A 'Results/Page' dropdown is set to '10', and there is a 'Refresh' button. To the right, it says 'Showing Results 1 to 10' and 'Page(s) 1 2 3 4 5 6 7 8 9 10 Next'. There are also links for 'Export to Excel', 'Printable Hitlist', and 'Send Search Results'. A table of search results is visible, with columns for 'Document Date', 'Received Date', 'Document Type', 'Inspection Type', 'Facility Type', 'Application Number', 'Permit Number', 'Document Subject', 'County', 'District', 'File Size', 'Version', 'Master', 'Created', and 'Creator'. An 'Operations' dropdown menu is open, listing various actions like 'View', 'Modify Index', 'Add | View Comment', 'View Audit Trail', 'Check Out', 'Check In', 'Security', 'Drill Down', 'Supplemental Index', 'Purge', 'Find Supplemental Index', 'Add To Folder', and 'Find Folder'. A red box highlights the 'Operations' dropdown menu.

Document Date	Received Date	Document Type	Inspection Type	Facility Type	Application Number	Permit Number	Document Subject	County	District	File Size	Version	Master	Created	Creator
025	01-13-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY			12/13/2024 SSI AND CAO	MARION	CD	500 KB	1.0	Y	01-13-2025	viaud_k
025	01-09-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY			2024_12 SSI & ICL	ORANGE	CD	472 KB	1.0	Y	01-09-2025	viaud_k
025	01-07-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY			12-20-24 SSI AND ICL	SUMTER	CD	380 KB	1.0	Y	01-07-2025	diaz_v
025	01-06-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY			12/13/2024 SSI AND CAO	MARION	CD	384 KB	1.0	Y	01-06-2025	patel_my
025	01-06-2025	INSPECTION RELATED	SANITARY SURVEY	NONTRANSIENT NONCOMMUNITY			12-16-2024 SSI AND ICL	ORANGE	CD	290 KB	1.0	Y	01-06-2025	cameron_a
025	01-03-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY			2024 SSI & ICL	LAKE	CD	455 KB	1.0	Y	01-03-2025	viaud_k
025	01-03-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY			2024_12 SSI & ICL	ORANGE	CD	281 KB	1.0	Y	01-03-2025	cameron_a
025	01-02-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY			2024 SSI CORRECTIVE ACTIONS	ORANGE	CD	225 KB	1.0	Y	01-02-2025	colon_lm
025	01-02-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY			2024 SSI & ICL	LAKE	CD	443 KB	1.0	Y	01-02-2025	viaud_k
024	12-30-2024	INSPECTION RELATED	SANITARY SURVEY	NONCOMMUNITY			2024_12 SSI & ICL	LAKE	CD	265 KB	1.0	Y	01-02-2025	diaz_v

Operations lists the various operations you can perform on the search results



Search Results

How to View a Document

The screenshot shows the OCULUS search results page. The browser address bar displays the URL: `depedms.dep.state.fl.us/Oculus/servlet/hitlist?action=hitlist&searchResultParam=fromSearchResultPage`. The page title is "OCULUS" and the main heading is "Search Results". Below the heading, it indicates "Catalog: 1500 documents in 1 catalog" and "Potable Water Systems (1500)". The "Operations" drop-down menu is set to "View". A table of search results is displayed with columns: File Type, Profile, Facility-Site ID, Document Date, Received Date, Document Type, Inspection Type, Facility Type, and Application Number. The first row is selected, and a red box highlights the radio button in the "File Type" column. A red arrow points from the "File Type" label to this radio button. Another red arrow points from the "View" button in the "Operations" menu to the download icon in the browser's address bar. A sidebar on the right shows the "Recent download history" with a list of downloaded PDF files, including "3424659_Tropicana Village_CA0_01.25_KB (2).pdf".

File Type	Profile	Facility-Site ID	Document Date	Received Date	Document Type	Inspection Type	Facility Type	Application Number	Per
<input checked="" type="radio"/>	Discovery_Compliance	3424659	01-13-2025	01-13-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY		
<input type="radio"/>	Discovery_Compliance	3481326	01-09-2025	01-09-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY		
<input type="radio"/>	Discovery_Compliance	6601467	01-07-2025	01-07-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY		
<input type="radio"/>	Discovery_Compliance	3425111	01-06-2025	01-06-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY		
<input type="radio"/>	Discovery_Compliance	3484264	01-06-2025	01-06-2025	INSPECTION RELATED	SANITARY SURVEY	NONTRANSIENT NONCOMMUNITY		
<input type="radio"/>	Discovery_Compliance	3354038	01-03-2025	01-03-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY		
<input type="radio"/>	Discovery_Compliance	3480255	01-03-2025	01-03-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY		
<input type="radio"/>	Discovery_Compliance	3480255	01-02-2025	01-02-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY		
<input type="radio"/>	Discovery_Compliance	3354053	01-02-2025	01-02-2025	INSPECTION RELATED	SANITARY SURVEY	COMMUNITY		
<input type="radio"/>	Discovery_Compliance	3354671	12-30-2024	12-30-2024	INSPECTION RELATED	SANITARY SURVEY	NONCOMMUNITY		

Radio Button
File Type

- Select the desired document you want to view by either clicking on the radio button or the row of a document. Click the arrow button next to *view* in the operations drop-down menu to open and view the document in its native format.

OR

- Click the icon under "File Type" to open and view the document
- Most OCULUS documents are in .pdf format. Acrobat Reader is required to read the document. The free reader can be downloaded from www.adobe.com/products/reader.html



The Ellipsis Tab

By Profile

The screenshot shows the OCULUS search interface. The top navigation bar includes 'Search', 'Actions', 'Tools', 'Help', and 'Logout'. The main search area is titled 'Search' and contains several sections: 'Catalog' with a list of categories, 'Search By' with a dropdown set to 'Profile', and 'Profile' with a list of sub-categories. On the right, there are search filters for 'Sort By' (Document Date), 'Type' (Any), 'Creator', 'Folder Name', and 'Created' (MM-DD-YYYY). Below these are various search criteria fields: County, District, Facility-Site ID, Document Date (From/To), Received Date (From/To), Document Type, Contractor ID, PSD Number, Permit Type, Facility Type, Application Number, Permit Number, 404 Review Office, and Document Subject. The 'Facility-Site ID' field has a gray tab with three dots (ellipsis) highlighted in red. There are 'Search' and 'Clear' buttons at the bottom.

By Property

The screenshot shows the OCULUS search interface. The top navigation bar includes 'Search', 'Actions', 'Tools', 'Help', and 'Logout'. The main search area is titled 'Search' and contains several sections: 'Catalog' with a list of categories, 'Search By' with a dropdown set to 'Property', and 'Property' with a list of sub-categories. On the right, there are search filters for 'Sort By' (County), 'Type' (Any), 'Creator', 'Folder Name', and 'Created' (MM-DD-YYYY). Below these are various search criteria fields: County, District, Document Type, Facility-Site ID, and a 'Search' and 'Clear' button at the bottom. The 'Facility-Site ID' field has a gray tab with three dots (ellipsis) highlighted in red.

- If the location of the file or the exact site name is unknown, select the ellipsis (three dots) in the gray square tab.
- Select the catalog and search by profile or property options and click the tab which will bring up a new window



The Ellipsis Tab (Cont.):

- Search any program, any district, any county, any property and any profile all at once.
- The button options on the left include either a * or =.
- The = will return a search with only those matching exactly what you type in the field.
- The * will return a search that includes any words typed into the search field.

Search Screen Criteria

Search Criteria	
= ▾ Program	ERP - Environmental Resource Permitting ▾
= ▾ District	
= ▾ County	SEMINOLE ▾
* ▾ Facility ID	
* ▾ Facility Name	%Lake%Howell%
* ▾ Address	
* ▾ City	
= ▾ Permit Number	
<input type="button" value="Search"/> <input type="button" value="Reset"/>	



The Ellipsis Tab (Cont.):

Search Results

- This will bring up the facilities associated with the search criteria selected.
- Click on the radio button for the selected facility/site ID to populate it in the main search screen.
- The user has the option to search again.

Search Criteria					
<input type="button" value="Search Again"/>					
Search Results					
PROGRAM	ID	NAME	CITY	COUNTY	DISTRICTADDRESS
<input type="radio"/> ERP - Environmental Resource Permitting	ERP_137257	LAKE HOWELL ARMS (ERP)	N/A	SEMINOLECD	N/A
<input type="radio"/> ERP - Environmental Resource Permitting	ERP_161087	LAKE HOWELL ARMS	CASSELBERRY	SEMINOLECD	SR 436
<input checked="" type="radio"/> ERP - Environmental Resource Permitting	ERP_209195	LAKE HOWELL ARMS CONDOMINIUM, LTD.	CASSELBERRY	SEMINOLECD	700 GEORGETOWN DRIVE
<input type="radio"/> ERP - Environmental Resource Permitting	ERP_364084	LAKE HOWELL SHORELINE	CASSELBERRY	SEMINOLECD	608 DESOTO DR
<input type="radio"/> ERP - Environmental Resource Permitting	ERP_380598	LAKE HOWELL LANE - CANAL CROSSING	MAITLAND	SEMINOLECD	LAKE HOWELL LANE
<input type="radio"/> ERP - Environmental Resource Permitting	ERP_393348	LAKE HOWELL CONDOMINIUM	CASSELBERRY	SEMINOLECD	700 GEORGETOWN DR
<input type="radio"/> ERP - Environmental Resource Permitting	PATS_105597	LAKE HOWELL CENTER	N/A	SEMINOLECD	N/A
<input type="radio"/> ERP - Environmental Resource Permitting	PATS_109577	LAKE HOWELL SQUARE	N/A	SEMINOLECD	N/A
<input type="radio"/> ERP - Environmental Resource Permitting	PATS_110690	LAKE HOWELL SQUARE	N/A	SEMINOLECD	N/A
<input type="radio"/> ERP - Environmental Resource Permitting	PATS_49858	LAKE HOWELL ARMS CONDOS	N/A	SEMINOLECD	N/A
<input type="radio"/> ERP - Environmental Resource Permitting	PATS_99131	BONAIRE DEVELOPMENT/LAKE HOWELL	N/A	SEMINOLECD	N/A

11 result(s) returned

[Close Window](#)



The Ellipsis Tab (Cont.):

Facility/Site ID# Populated Search Screen

- The user may re-select a property or refresh the page by clicking the search button on the top of the page next to the logo.
- Click Search to populate results.

The screenshot shows the OCULUS search interface. At the top, there is a navigation bar with 'Search', 'Actions', 'Tools', 'Help', and 'Logout'. The main search area includes a 'Search' button and a 'Clear' button. Below these are several filters: 'County' (set to SEMINOLE), 'District' (set to CD), 'Document Type' (set to PERMIT APPLICATION RELATED), and 'Facility-Site ID' (set to ERP_209195). A dropdown menu is open, showing a list of categories including 'ERP - Environmental Resource Permitting', 'Hazardous Waste', 'Mining & Minerals Regulation', 'NPDES Storm Water', 'Nonpoint Source Management', and 'OEP - Office of Ecosystem Projects'. The 'Property' dropdown is also open, showing options like 'County', 'District', 'Document Date', 'Document Subject', 'Document Type', 'Facility-Site ID', and 'Facility Type'.

The screenshot shows the OCULUS search results page. The top navigation bar is the same as in the previous screenshot. Below the navigation bar, there is a 'Search Results' section with a 'Catalog' dropdown set to 'ERP - Environmental Resource Permitting (6)'. The results are displayed in a table with the following columns: File Type, Profile, Facility-Site ID, Document Date, Received Date, Document Type, Inspection Type, Permit Type, Facility Type, Application Number, Permit Number, Document Subject, County, District, and File. The table contains 6 rows of data, all for Facility-Site ID ERP_209195.

File Type	Profile	Facility-Site ID	Document Date	Received Date	Document Type	Inspection Type	Permit Type	Facility Type	Application Number	Permit Number	Document Subject	County	District	File
	Permitting_Authorization	ERP_209195	05-01-2012	05-01-2012	PERMIT APPLICATION RELATED		STD GP NO CONCEPTUAL APPROVAL-	ERP	0209195002	0209195002ES	2012-05-01 LAKE_HOWELL_ARMS_59	SEMINOLE	CD	171
	Permitting_Authorization	ERP_209195	05-07-2012	05-07-2012	PERMIT APPLICATION RELATED		STD GP NO CONCEPTUAL APPROVAL-	ERP	0209195002	0209195002ES	2012-05-01 LAKE_HOWELL_ARMS_5	SEMINOLE	CD	91
	Permitting_Authorization	ERP_209195	06-27-2019	06-27-2019	PERMIT APPLICATION RELATED		ERP EXEMPTIONS-EE	ERP	0209195003		0209195-003 LAKE HOWELL ARMS S	SEMINOLE	CD	619
	Permitting_Authorization	ERP_209195	06-27-2019	06-27-2019	PERMIT APPLICATION RELATED		ERP EXEMPTIONS-EE	ERP	0209195003		0209195-003 LAKE HOWELL ARMS S	SEMINOLE	CD	174
	Permitting_Authorization	ERP_209195	06-27-2019	06-27-2019	PERMIT APPLICATION RELATED		ERP EXEMPTIONS-EE	ERP	0209195003		0209195-003 LAKE HOWELL ARMS S	SEMINOLE	CD	23
	Permitting_Authorization	ERP_209195	07-09-2019	07-09-2019	PERMIT APPLICATION RELATED		ERP EXEMPTIONS-EE	ERP	0209195003		0209195-003 LAKE HOWELL ARMS S	SEMINOLE	CD	54



How to Send Search Results

Send a Document or a Link(s)

OCULUS Search Actions Tools Help Logout netuser

Search Results Showing Results 1 to 5 Page(s) 1

Catalog
5 documents in 1 catalog

ERP - Environmental Resource Permitting (5) Results/Page 5 Refresh Export to Excel Send Search Results
Operations View Printable Hitlist

Clear Send Documents Send Link Add To Folder You have 2 document(s) selected | 1% of mail attachment size limit reached.

	File Type	Profile	Facility-Site ID	Document Date	Received Date	Document Type	Permit Type	Facility Type	Application Number	Permit Number	Document Subject	County	District	File Size	Ve
<input checked="" type="checkbox"/>		Permitting_Authorization	ERP_386305	04-21-2020	04-21-2020	PERMIT APPLICATION RELATED	ERP EXEMPTIONS-EE	ERP	0386305001		0386305-001- APPLICATION WITHD	VOLUSIA	CD	90 KB	1.0
<input type="checkbox"/>		Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLICATION RELATED	ERP EXEMPTIONS-EE	ERP	0386305001		0386305-001 - EXEMPTION REQUES	VOLUSIA	CD	1654 KB	1.0
<input checked="" type="checkbox"/>		Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLICATION RELATED	ERP EXEMPTIONS-EE	ERP	0386305001		0386305-001 - ERP APPLICATION	VOLUSIA	CD	85 KB	1.0
<input type="checkbox"/>		Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLICATION RELATED	ERP EXEMPTIONS-EE	ERP	0386305001		0386305-001 - EMAIL TO COMMENT	VOLUSIA	CD	63 KB	1.0
<input type="checkbox"/>		Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLICATION RELATED	ERP EXEMPTIONS-EE	ERP	0386305001		0386305-001 - PLANS - BOYLSTON	VOLUSIA	CD	5803 KB	1.0

- Click the check box between the radio button and file type for each desired document.
- Click either “Send Document(s)” or “Send Link(s).”
- Check how much of the total size limit the documents would reach as e-mail attachments.



How to Send Search Results (Cont.):

Send a Document

OCULUS Search Actions Tools Help Logout

Send Document

From:

To:

Subject:

Message:

Attachment: RE_ Electronic Notification of receipt_BOYLSTON AVE BEACH API

Send* Back

Send a Link(s)

OCULUS Search Actions Tools Help Logout

Send Link

From:

To:

Subject:

Message:

```
https://depdms.dep.state.fl.us:443/Oculus/servlet/shell?command=getEntity&[guid=23.776736.1]&[profile=Permitting_Authorization]

https://depdms.dep.state.fl.us:443/Oculus/servlet/shell?command=getEntity&[guid=23.765816.1]&[profile=Permitting_Authorization]
```

Send Back

- Fill in the “From:” with the sender’s email address, the “To:” with the recipient’s email address, the “Subject,” and any desired text into the Message box (*if sending link(s), click enter before or after the link(s) to create space for the message*).
- Click Send.
- A link to an individual document always ends with a “]”.
- You can also copy and paste links into other applications.



How to Send Search Results (Cont.):

Send an Entire File

OCULUS Search Actions Tools Help Logout

Search Results

Catalog
5 documents in 1 catalog

ERP - Environmental Resource Permitting (5) Results/Page 5 Refresh

Export to Excel Send Search Results

Printable Hitlist

Operations View

	File Type	Profile	Facility-Site ID	Document Date	Received Date	Document Type	Permit Type	
<input checked="" type="checkbox"/>		<input type="checkbox"/>	Permitting_Authorization	ERP_386305	04-21-2020	04-21-2020	PERMIT APPLICATION RELATED	ERP EXEMPTI
<input type="checkbox"/>		<input type="checkbox"/>	Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLICATION RELATED	ERP EXEMPTI
<input type="checkbox"/>		<input type="checkbox"/>	Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLICATION RELATED	ERP EXEMPTI
<input type="checkbox"/>		<input type="checkbox"/>	Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLICATION RELATED	ERP EXEMPTI
<input type="checkbox"/>		<input type="checkbox"/>	Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLICATION RELATED	ERP EXEMPTI

OCULUS Search Actions Tools Help Logout

Send Search Results

From: *

To: *

Subject:

Message:

```
https://depdms.dep.state.fl.us:443/Oculus/servlet/shell?command=hitlist&[freeText=]&[folderName=]&[profile=Permitting_Authorization]&[creator=]&[entityType=any]&[createdDateTo=]&[catalog=23]&[searchBy=Profile]&[sortBy=Document+Date]&[createdDate=]&{County=_EQ_VOLUSIA}&{District=_EQ_CD}&{Facility-Site+ID=_EQ_ERP_386305}
```

Send Back

- Click “Send Search Results.”
- Fill in the “From:” with the sender’s email address, the “To:” with the recipient’s email address, the “Subject,” and any desired text into the Message box (*if sending link(s),click enter before or after the link(s) to create space for the message*).
- Click Send.
- This link ends with a }. If it ends with a], click Back and recreate the link by clicking Send Search Results.
- You can also copy and paste links into other applications.



How to Send Search Results (Cont.):

Export to Excel

The screenshot shows the OCULUS search results interface. The top navigation bar includes 'OCULUS', 'Search', 'Actions', 'Tools', 'Help', and 'Logout'. The search results section displays 'Search Results' for 'ERP - Environmental Resource Permitting (5)'. Below the search filters, the 'Export to Excel' button is highlighted with a red box. A red arrow points from this button to the 'Recent download history' panel on the right, which shows a file named 'OCULUSSearchData_241227013251.xlsx' (5.5 KB, 1 minute ago). The main results table is visible below the search controls.

File Type	Profile	Facility-Site ID	Document Date	Received Date	Document Type	Permit Type	Facility Type	Application Number	Permit Nu
	Permitting_Authorization	ERP_386305	04-21-2020	04-21-2020	PERMIT APPLICATION RELATED	ERP EXEMPTIONS-EE	ERP	0386305001	
	Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLICATION RELATED	ERP EXEMPTIONS-EE	ERP	0386305001	
	Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLICATION RELATED	ERP EXEMPTIONS-EE	ERP	0386305001	
	Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLICATION RELATED	ERP EXEMPTIONS-EE	ERP	0386305001	
	Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLICATION RELATED	ERP EXEMPTIONS-EE	ERP	0386305001	

1. Click Export to Excel.
2. Download and save to view OR email as an attachment.



How to Send Search Results (Cont.):

How To View In Excel

	A	B	C	D	E	F	G	H	
1	File Type (Click to view)	Type	Profile	Facility-Site ID	Document Date	Received Date	Document Type	Permit Type	Facil
2	View Document (.msg)	Document	Permitting_Authorization	ERP_386305	04-21-2020	04-21-2020	PERMIT APPLICATION RELATED	ERP EXEMPTIONS-EE	ERP
3	View Document (.msg)	Document	Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLICATION RELATED	ERP EXEMPTIONS-EE	ERP
4	View Document (.pdf)	Document	Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLICATION RELATED	ERP EXEMPTIONS-EE	ERP
5	View Document (.pdf)	Document	Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLICATION RELATED	ERP EXEMPTIONS-EE	ERP
6	View Document (.pdf)	Document	Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLICATION RELATED	ERP EXEMPTIONS-EE	ERP
7	https://depdms.dep.state.fl.us:443/Oculus/servlet/shell?command=view&guid=23.765818.1]&[profile=profile] - Click once to follow. Click and hold to select this cell.								
8									
9									
10									
11									

- Double click on column A of the file.
- Click View Document to view the document in OCULUS.

OCULUS Search Actions Tools Help Logout

Search Results

Catalog documents in 1 catalog

ERP - Environmental Resource Permitting (1) Results/Page 5 Refresh

Operations View

Export to Excel Printable Hitlist

File Type	Profile	Facility-Site ID	Document Date	Received Date	Document Type
	Permitting_Authorization	ERP_386305	03-26-2020	03-26-2020	PERMIT APPLI

- 0386305-001 - Exemption Request - Boylston Ave (8).pdf
1,654 KB • Done
- RE_ Electronic Notification of receipt_BOYLSTON AVE BEACH APPROACH_0386305-001-EE (1).msg
89.5 KB • 4 minutes ago



OCULUS Tips (Cont.):

Examples of How to Use Facility/Site Numbers

- **Air facility** - ID numbers always start as AIR_0 followed by six digits 0090049
 - For Permit No. 0090049-011-AF or 0090254-001-AC
 - Search as AIR_0090049 or AIR_0090254
- **Environmental Resource Permitting (ERP)**
 - Permit No. 64-386305-001 or 0386305-001-EE
 - Search as ERP_386305
- **National Pollutant Discharge Elimination Systems (NPDES) Storm Water**
 - FLR20BX53-001-CGDL or FLR05H994-001-MSP
 - Search as FLR20BX53 or FLR05H994
- **State 404 Programs**
 - 0398428-001-SFI-32 or 0397077-001-SFG-40
 - Search as ST404_398428 or ST404_397077



OCULUS Tips (Cont.):

Examples of How to Use Facility/Site Numbers

- **Wastewater :**
 - For Industrial Waste = FLA /FL0 = IW & NPDES - FLA934437-002-IW9B
 - Search as FLA934437
 - For Domestic Waste = FLA = DW - FLA349739-004-DW3P/FL0172090-032-DW1P
 - Search as FLA349739/FL0172090
 - For Dewatering = FLG07 = DEW - FLG072722-002-IWF/MT
 - Search as FLG072722
 - For Petroleum = FLG9 = PES - FLG914942-001-IWPT
 - Search as FLG914942
 - For Concrete Batch Plant = FLG11 = CBP - FLG110825-003-IWCB
 - Search as FLG110825



OCULUS Tips (Cont.):

Examples of How to Use Permit ID Numbers

- Search in Document Subject and change the = to * from the drop-down box for:
 - Wastewater Collection Systems 0384209-005-DWC/CG search as 0384209-005
 -
 - Potable Water 0025192-1794-DSGP or search as 0025192-1794
 - Solid Waste 0161263-021-SC-01 search as 0161263-021
 - Underground Injection Control 0345378-004-UC search as 0345378-004



OCULUS Tips (Cont.):

- **Always clear the search before beginning.**
- **The user may type “today” in the date box instead of the current date.**
- **The broader the search the better.**
- **You can type in the date as mm dd yyyy instead of using the calendar feature.**
- **If a document type within a specific profile does not appear, the wrong catalog may have been chosen.**
- **If OCULUS appears not to be working, give it 10 minutes and try again.**
- **OCULUS mass uploads are done at night which slows down OCULUS considerably.**



OCULUS

- **Maintained by DEP.**
- **Accessible via internet.**
- **Document management system.**
- **Links to every database.**
- **Updates instantly and nightly.**
- **Is required by statute.**
- **Can export searches.**
- **Over 25,000 different formats acceptable; however, to date, movies or voice records cannot go into OCULUS.**
- **There is a size limitation on documents going into OCULUS (200 MB). This is especially important when using the business portal for document submittal.**



THANK YOU

Mandakini (Meena) Patel
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Florida Department of Environmental Protection

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