



Florida Department of Environmental Protection South District

Using Oculus to Locate Public Records

09/16/2016





Identify Facility-Site ID Numbers First

DEP Information Portal

<http://webapps.dep.state.fl.us/DepNexus/public/search-portal>

The screenshot shows the DEP Information Portal search interface. It is divided into two main sections: 'Facility and Document Search' and 'Document Search'. The 'Facility and Document Search' section includes input fields for Facility/Site ID, Facility Name, Facility Address, City, Regulatory District, and County. It also features a 'Sort Order' dropdown menu with options: 1. Facility/Site ID, 2. Facility Name, 3. Facility Address, and a 'Change Order' button. Below this are radio buttons for 'Show All', 'Facilities Without Documents', and 'Facilities With Documents'. The 'Document Search' section includes a 'Division' dropdown with radio buttons for Air, Water, and Waste, a 'Document Type' dropdown with a 'Taxonomy' link, and input fields for Document Date, Date Received, Document Subject, Facility ID, Permit Number, Regulatory District, and County. It also has a 'Sort Order' dropdown menu with options: 1. Document Date, 2. Document Type, 3. Document Subject, and a 'Change Order' button. A 'Submit' button is located at the bottom of each section.

Disclaimer: The Florida Department of Environmental Protection (FDEP) has made a reasonable effort to ensure that the information provided is up-to-date and complete. Any specific, missing information may be obtained by a file review for the particular facility at the appropriate District office.

Oculus Property Lookup

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

The screenshot shows the Oculus Property Lookup search interface. It features a top navigation bar with 'Search', 'Actions', 'Tools', 'Help', and 'Logout' buttons. The main search area includes a 'Search' dropdown menu with options: Air, Beaches & Coastal Systems, ERP - Environmental Resource Permitting, Hazardous Waste, Mining & Minerals Regulation, and NPDES Storm Water. Below this is a 'Search by' dropdown menu with the option 'Profile'. The search criteria section includes fields for County, District, Facility-Site ID, Document Date (From and To), Received Date (From and To), Document Type, Contractor ID, Inspection Type, Facility Type, Application Number, Permit Number, and Document Subject. Each field has a dropdown menu or input field. There are 'Search' and 'Clear' buttons at the bottom of the search criteria section.



Tips—Info Portal and Oculus Property Lookup

- For best results, use the % wildcard character

Examples

Facility Name:

Facility Address:

City:

Permit Number:

Application:

Number:

- Select the correct catalog for the Facility-Site ID number

Search Criteria

Search Again

Search Results

PROGRAM	ID	NAME	CITY	COUNTY	DISTRICT	ADDRESS
<input type="radio"/> Hazardous Waste	FLD043050624	ROBBINS MANUFACTURING COMPANY	FORT MYERS	LEE	SD	3250 METRO PKWY
<input type="radio"/> NPDES Storm Water	FLR05F720	ROBBINS MANUFACTURING COMPANY	FORT MYERS	LEE	SD	3250 METRO PKWY
<input type="radio"/> NPDES Storm Water	FLR10DS92	GARDEN STREET SHREADING	FORT MYERS	LEE	SD	3250 METRO PKWY
<input type="radio"/> Storage Tanks	8733925	ROBBINS MFTG CO	FORT MYERS	LEE	SD	3250 METRO PKWY
<input type="radio"/> Waste Cleanup	BF360501001	GARDEN STREET IRON & METAL, INC.	FORT MYERS	LEE	SD	3250 METRO PARKWAY
<input type="radio"/> Waste Cleanup	COM_275435	GARDEN STREET IRON & METAL, INC.	FORT MYERS	LEE	N/A	3250 METRO PARKWAY
<input type="radio"/> Waste Cleanup	COM_47866	ROBBINS MFG CO	FORT MYERS	LEE	N/A	3250 METRO PARKWAY

7 result(s) returned



Enter Search Criteria—Facility-Site ID

- Click a catalog
- Click a profile
Hold Ctrl to select more than one
- Enter the Facility-Site ID and press Tab to refresh the page.
- Click Search (either button)

The screenshot shows the OCULUS search interface. At the top, there are navigation tabs for Search, Actions, Tools, Help, and Logout. The main search area is titled "Search" and includes a "Catalog" dropdown menu with options: Beaches & Coastal Systems, ERP - Environmental Resource Permitting, Hazardous Waste (highlighted), Mining & Minerals Regulation, NPDES Storm Water, and Potable Water Systems. Below the catalog is a "Search by" dropdown set to "Profile" and a "Profile" dropdown menu with options: Administrative, Cleanup_Remediation, Discovery_Compliance, Enforcement_Legal, Fiscal, and Permitting_Authorization. The "Facility-Site ID" field is populated with "FLD043050624" and "ROBBINS MANUFACTURING COMPANY". Other search criteria include County (LEE), District (SD), Document Date, Received Date, Document Type, Contractor ID, Facility Type, Application Number, Permit Number, and Document Subject. There are "Search" and "Clear" buttons at the bottom of the search area.



View a Document

OCULUS™ Home Search Actions Tools Help Logout Hello netuser

Search Results

Hazardous Waste
508 total

Result/Page: **10** Refresh

Add to Favorites Export to Excel Send Search Results Printable Hitlist Showing Result(s) 1 to 10

Operations: View Select Pages: 1 2 3 4 5 6 7 8 9 10 Next

	Preview	Profile	Facility-Site ID	Document Date	Received Date	Document Type	Document Subject	County	Facility Type	Contractor ID	File Size	Version	Master	Created	Creator
<input type="checkbox"/>	<input type="checkbox"/>		Permitting_Authorization	FLD043050624	07-22-1980	07-22-1980	HAZARDOUS WASTE GENERATOR RELA	HWNOTIFICATION-NOTIFICATION FO	LEE	HAZARDOUS WASTE GENERATOR (HWG)	136 KB	1.0	Y	04-10-2000	HWRS_DV
<input type="checkbox"/>	<input type="checkbox"/>		Discovery_Compliance	FLD043050624	03-30-1981	03-30-1981	INCOMING CORRESPONDENCE	GEN. NOTIFICATION FORM	LEE		623 KB	1.0	Y	04-06-2005	release
<input type="checkbox"/>	<input type="checkbox"/>		Discovery_Compliance	FLD043050624	05-21-1981	05-21-1981	INCOMING CORRESPONDENCE	RE LTR: LEE COUNTY - HW	LEE		62 KB	1.0	Y	04-06-2005	release
<input type="checkbox"/>	<input type="checkbox"/>		Discovery_Compliance	FLD043050624	05-26-1981	05-26-1981	OUTGOING CORRESPONDENCE	HW INSPECTION REPORT	LEE		396 KB	1.0	Y	04-06-2005	release
<input type="checkbox"/>	<input type="checkbox"/>		Discovery_Compliance	FLD043050624	06-08-1981	06-08-1981	OUTGOING CORRESPONDENCE	DEP : EPA LTR - HW SITES	LEE		28 KB	1.0	Y	04-06-2005	release
<input checked="" type="checkbox"/>	<input type="checkbox"/>		Discovery_Compliance	FLD043050624	06-22-1981	06-25-1981	INSPECTION RELATED	INSPECTION REPORT JUN 22, 1981	LEE		3435 KB	1.0	Y	04-07-2005	kowitz
<input type="checkbox"/>	<input type="checkbox"/>		Discovery_Compliance	FLD043050624	09-09-1981	09-09-1981	OUTGOING CORRESPONDENCE	HW TRACKING SYS.	LEE		57 KB	1.0	Y	04-06-2005	release
<input type="checkbox"/>	<input type="checkbox"/>		Discovery_Compliance	FLD043050624	10-17-1981	10-17-1981	WASTE MANIFESTS		LEE	HAZARDOUS WASTE GENERATOR (HWG)	163 KB	1.0	Y	10-22-2010	district_s
<input type="checkbox"/>	<input type="checkbox"/>		Discovery_Compliance	FLD043050624	10-29-1981	11-16-1981	INSPECTION RELATED	INSPECTION REPORT FOR ROBBINS	LEE		3071 KB	1.0	Y	04-07-2005	kowitz
<input type="checkbox"/>	<input type="checkbox"/>		Discovery_Compliance	FLD043050624	11-30-1981	11-30-1981	OUTGOING CORRESPONDENCE	DEP : EPA LTR- HW SITES	LEE		26 KB	1.0	Y	04-06-2005	release

- Click the row of the desired document to select it
- Click the Select button
- Click Open or Save on the bottom of the screen

Do you want to open or save robbininspectionRp 2.pdf from depedms.dep.state.fl.us?

Open Save Cancel X

NOTE: The icons under Preview will open the document with the built-in image viewer. It is not very user friendly



'But I only have a Permit Number'

- **Choose the catalog**
If unsure, it is possible to select more than one
- **Choose the profile(s)**
- **Enter part of the Permit number into any one of the lowermost fields**
Change = to *
- **Click Search**
(either button)

The screenshot shows the Oculus search interface. At the top, there are navigation tabs for Search, Actions, Tools, Help, and Logout. The main search area is divided into several sections:

- Search**: A dropdown menu for Catalog with options: Solid Waste, State Revolving Fund, Storage Tanks, Underground Injection Control, Waste Cleanup, and Wastewater. Below it is a dropdown for Search by (Profile) and a list of Profile options: Administrative, Cleanup_Remediation, Discovery_Compliance, Enforcement_Legal, Fiscal, and Permitting_Authorization.
- Sort By**: Document Date (dropdown), Type: Any (dropdown).
- Creator**: Text input field.
- Folder Name**: Text input field.
- Created**: Date range input (MM-DD-YYYY) with calendar icons.
- Search** and **Clear** buttons.
- County**: Dropdown menu.
- District**: Dropdown menu.
- Facility-Site ID**: Text input field with a search icon.
- Document Date**: From and To date inputs (MM-DD-YYYY) with calendar icons.
- Received Date**: From and To date inputs (MM-DD-YYYY) with calendar icons.
- Document Type**: Dropdown menu with an information icon.
- Contractor ID**: Text input field.
- PSD Number**: Text input field.
- Permit Type**: Dropdown menu with an information icon.
- Facility Type**: Dropdown menu with a search icon and an information icon.
- Application Number**: Text input field.
- Permit Number**: Text input field.
- Document Subject**: Dropdown menu with an asterisk (*) and the value 77017.
- Search** and **Clear** buttons.

NOTE: To use the wild card function on the main Search page in Oculus, select the * symbol beside the appropriate field. The % symbol is invalid here.



'But I only have a Permit Number' (continued)

OCULUS™ | Search | Actions | Tools | Help | Logout | Hello netuser

Search Results

Solid Waste 40 total | [Underground Injection Control \(0\)](#) | [Wastewater \(0\)](#)

Result/Page: 10 | Refresh | Add to Favorites | Export to Excel | Send Search Results | Printable Hitlist | Showing Result(s) 1 to 10

Operations: View | Select | Pages: 1 2 3 4 Next

Preview	Profile	Facility-Site ID	Document Date	Received Date	Document Type	Permit Type	Facility Type	Application Number	Permit Number	Document Subject	County	District	File Size
	Permitting_Authorization	71714	06-25-2013	06-25-2013	INTENT TO ISSUE - DENY RELATED	N/A	CLASS I LANDFILL (100)			77017-008-SO NOI FOR 20 YEAR	CHARLOTTE	SD	413 KB
	Permitting_Authorization	71714	05-28-2013	05-28-2013	PERMIT APPLICATION RELATED	N/A	CLASS I LANDFILL (100)			APPROVED OPERATIONS PLAN 77017	CHARLOTTE	SD	7382 KB
	Permitting_Authorization	71714	05-10-2013	05-13-2013	PERMIT APPLICATION RELATED	N/A	CLASS I LANDFILL (100)			OPERATIONS PERMIT RENEWAL APPL	CHARLOTTE	SD	110103 KB
	Permitting_Authorization	71714	03-07-2013	03-07-2013	PERMIT ISSUED - DENIED RELATED	N/A	CLASS I LANDFILL (100)			ISSUED MOD (LEACHATE): 007701	CHARLOTTE	SD	683 KB
	Permitting_Authorization	71714	03-04-2013	03-04-2013	INTENT TO ISSUE - DENY RELATED	N/A	CLASS I LANDFILL (100)			RESPONSE TO DRAFT PERMIT: 007	CHARLOTTE	SD	56 KB
	Permitting_Authorization	71714	02-10-2010	02-10-2010	PERMIT ISSUED - DENIED RELATED	N/A	CLASS I LANDFILL (100)	0077017-006-SO/01	0077017-006-SO/01	DRWGS - ISSUANCE PKG - PMT NO.	CHARLOTTE	SD	24636 KB
	Permitting_Authorization	71714	02-10-2010	02-10-2010	PERMIT ISSUED - DENIED RELATED	N/A	CLASS I LANDFILL (100)	0077017-006-SO/01	0077017-006-SO/01	ISSUANCE PKG - PMT NO. 0077017	CHARLOTTE	SD	55076 KB
	Permitting_Authorization	71714	01-27-2010	01-28-2010	PERMIT APPLICATION RELATED	N/A	CLASS I LANDFILL (100)			RESPONSE TO RAI 2 (REVISED 01/	CHARLOTTE	SD	226 KB
	Permitting_Authorization	71714	01-26-2010	01-27-2010	PERMIT APPLICATION RELATED	N/A	CLASS I LANDFILL (100)			RESPONSE TO RAI 2 (REVISED 01/	CHARLOTTE	SD	223 KB
	Permitting_Authorization	71714	01-08-2010	01-11-2010	PERMIT APPLICATION RELATED	N/A	CLASS I LANDFILL (100)			RESPONSE TO RAI 2, 0077017-006	CHARLOTTE	SD	22721 KB

- Click the tab for the Catalog that displays the desired results
- Take note of the Facility-Site ID that matches the Permit number
- To be thorough, initiate a new search by the Facility-Site ID.



Searching by Property

- Choose the catalog
- Change the Search by option from Profile to Property
- Select the appropriate property
- Enter data into the field
- Click Search (either button)

The screenshot shows the OCULUS search interface. At the top, there are navigation tabs for Search, Actions, Tools, Help, and Logout. The main search area is titled "Search" and contains several sections:

- Catalog:** A list of categories including State Revolving Fund, Storage Tanks, Underground Injection Control, Waste Cleanup, Wastewater (highlighted), and Water Supply Restoration.
- Search by:** A dropdown menu set to "Property".
- Property:** A list of property types including Application Number, Contractor ID, County, District, Document Date, Document Subject (highlighted), Document Type, and Facility Type.
- Sort By:** A dropdown menu set to "Document Subject".
- Type:** A dropdown menu set to "Any".
- Creator:** An empty text input field.
- Created:** Two date input fields with a range from (MM-DD-YYYY) to (MM-DD-YYYY).
- Search and Clear buttons:** Two buttons are present below the date fields.
- Document Subject:** A dropdown menu set to "*" followed by a text input field containing "77017-008".
- Search and Clear buttons:** Two buttons are present below the Document Subject field.

NOTE: This search method is best for when you have a Facility-Site ID or when you have a permit number for Wastewater, Potable Water or Solid Waste. For any of these type of permit numbers, choose Document Subject and change the = to *.



Links for Live Demonstration

DEP Information Portal

<http://webapps.dep.state.fl.us/DepNexus/public/search-portal>

Oculus Property Lookup

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



Other Links

Storage Tank Inspection Cover Page

https://fldep.dep.state.fl.us/stcm/STCM_Reports/STCM_Cover_Page_Parameter.asp



Questions

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