



USER'S REGISTRATION AND SECURITY AGREEMENT FOR e-PERMITTING

This form is to be completed and submitted to the Electronic Filing Administrator (EFA) before the user can access the Chapter 105 general permit e-permitting process.

Client Name (Primary Reporting Entity)
Name of Company:
Client ID #:
EIN:
Mailing Address:
City, State, Zip Code:
Client's Telephone Number:

User Information (Complete a separate request form for each User)
Full Name:
Title:
Professional License Number (If applicable):
Name of User's Company:
Mailing Address of User:
City, State, Zip Code:
User Business Telephone Number:
User Cellular Telephone Number:
GreenPort Username:
GreenPort Email Address:
User Business website:

Users (i.e. consultants) who wish to work in the Chapter 105 general permit e-permitting process on behalf of the client must first go to the website <https://www.depgreenport.state.pa.us> and also follow the instructions in Chapter 105 e-permitting User Guide to create a Greenport account.

The permit applicant is required to obtain a Greenport account and will be considered the Electronic Filing Administrator (EFA) for their project. Only the EFA can authorize users (i.e. consultants) the individual Greenport access to work on project specific applications through the Chapter 105 general permit e-permitting process. Each individual user working on a Chapter 105 e-permit registration must complete the User's Application and Security Agreement Form to be granted access by the EFA for a project. Companies, such as a utility, municipality, developers, etc. who are submitting registrations for a Chapter 105 general permit should designate a responsible individual such as a project manager, as the EFA on behalf of the company.

Initials _____

Security Agreement for User:

Your access to the Department of Environmental Protection's (DEP) e-Permitting System is conditioned upon and pursuant to the following terms and conditions:

- Your access to DEP's e-Permitting System is a privilege and not a right. Access for you to engage in electronic reporting is at the sole discretion of DEP and may be terminated at any time and without notice, even over the objection of the Client.
- Access to the DEP e-Permitting System for purposes of this agreement alone is limited to the time that you are the Client. You must be required to submit data to DEP as part of your essential duties pursuant to your designation under either 2a or 2b of this Security Agreement.
- You are responsible for the security of your GreenPort user name and GreenPort password which are not to be shared with any other individual at any time during the course of this agreement. Failure to adhere to this provision may result in the immediate termination of your access and possible legal action by DEP for any direct, indirect or consequential damages that your breach of security caused.
- In the event that you believe the security of your GreenPort user name and/or password have been breached, you are required to immediately self-report the incident to DEP at 717-705-3768. You will then be instructed by DEP as to any further action required.
- You agree that all electronic reporting made pursuant to this designation will be in the manner prescribed by the Client and/or DEP. In the event of any conflicting instructions, the instructions of DEP shall control your activities. You agree to also comply with any amendments issued as to the electronic filing of data during the course of this agreement or alternatively, terminate your participation as to your activities governed by this agreement with notice to the Client.
- By signing this agreement, you understand and agree that that any data or documents filed electronically under your GreenPort account was, in fact, filed by you and only by you. You have no authority to delegate your access to any third party. Failure to adhere to this provision may result in the immediate termination of your access and possible legal action by DEP for any direct, indirect or consequential damages that your breach of security caused.
- Your access to DEP's e-Permitting System will be according to your pre-approved use.
- You agree to engage in no activities during this agreement that would be knowingly incompatible with the software, equipment, or network of DEP.
- You will not knowingly file false or erroneous data or documents to DEP during the term of this agreement.
- You agree that all electronic access and filings shall be in accordance with any applicable Federal laws and the laws of the Commonwealth of Pennsylvania.
- You agree to immediately provide to the EFA of the Client changes as to any information that has been requested as part of the security verification process within thirty (30) days of any change. Failure to do so may result in the immediate termination of your access.
- In performing the services required by this Security Agreement, User is an independent Contractor and not an employee or agent of DEP or the Commonwealth of Pennsylvania and this Security Agreement shall be governed by and interpreted and enforced in accordance with the laws of the Commonwealth of Pennsylvania.
- For the security purpose of verifying your identity, you agree to submit with this agreement to the EFA of the Client a valid form of picture identification. To be valid, the issued identification cannot be expired.
- DEP reserves the right to request additional security information as to any User from the EFA, the Client or the User directly.
- The User shall hold DEP and the Commonwealth harmless from and indemnify DEP and the Commonwealth against any and all claims, demands and actions, including attorney's fees and costs based upon or arising out of any activities performed by the User under this Security Agreement.

Initials _____

I agree that the use of my GreenPort password to submit data and records to DEP constitutes an electronic signature. I understand that an electronic signature is taking place every time I use my password to submit data and records to DEP.

I intend to be bound by my electronic signature. I authenticate the electronic data and record and attest to the statements contained within. I understand that my electronic signature is fully binding and has the same legal effect as an original, handwritten signature under the Electronic Transactions Act, 73 P.S. § 2260.101. I understand that submitting another individual's electronic signature or attesting to false statements in an electronic record may be subject to substantial civil and criminal penalties, including, but not limited to, 18 P.S. § 4904 relating to Unsworn Falsification to Authorities. If I discover that information I have submitted is incorrect, I will notify the DEP immediately.

I do hereby say, verify and attest to that the information provided below for this User's Application and Security Agreement for e-Permitting as being true and accurate to the best of my knowledge, information and belief, under penalty of perjury, and subject to the penalties of 18 Pa. C.S.A. § 4904 relating to unsworn falsification to authorities.

Date

User's Signature

Access Determination by EFA:

User: _____

This application for electronic filing has been approved:

OR

This application for electronic filing has been disapproved for the following reason/s:

Electronic Filing Administrator (EFA)

Date: