

e-permitting Training

Bureau of Mining

Submission of Electronic Annual Production Report

Enrolling into e-permitting

- EFA Information

- 1.If user is an EFA for Mining e-permitting; they need do nothing; they will have access at go live

- 2.If user is a consultant with a GreenPort account; they do not need a new GreenPort account; but will need to request access to companies to do work in e-permitting

- 3.If user is an EFA that has a GreenPort account already; user does not need a new GreenPort account and user can select to enroll in e-permitting Mining program

- 4.If user is an EFA that is new to any electronic interaction with DEP, user will need to create a GreenPort account; then will register for e-permitting. User can begin to fill out an application while DEP staff verifyaccount.

5. If user is a consultant that is new to any electronic interaction with DEP user will need to create a new account; then will register for e-permitting and request access to the company they wish to do work for. The company itself will grant access to e-permitting via administrative screens.

- Preparer- user who will require individual access to draft permit/report, or correction required permit/report for the license they are associated with. Preparer must be given access to create new draft permits
- Master Preparer- user who will have access to any draft permit/report, correction required permit/report, or previously submitted permit/report for the license they are associated with. Master Preparers have the ability to create new draft permits/reports.

DEP's Greenport ePermitting Enroll

Request DEP Web Applications

You can request any of our web applications anytime simply through the request access process. You can electronically enroll or use paper forms to request access.

New web-based applications

CCD - CDFAP - CCD Reporting - CDFAP

CCD Rpt. #2 - CBP/NMA/102/105/Team Sheets

Most common online enrollments

Chpt 110/DWW - Chapter 110, Water Allocation, Water



Request Access

DEP's Greenport ePermitting Enroll

You may enroll yourself in the following applications below. Click on the "Enroll" button to request access.

Please note that most of these applications are not mobile responsive. We recommend using a desktop computer when using these applications.

Permitting

ePermitting - ePermitting

Enroll

Reporting

User will then be taken to
the e-permitting DEP New
Client Registration
screens

New Client Registration

ePermit Module Detail - DEP New Client Registration

Owner Information

Are you an Individual, organization, or consultant representing an Individual? Individual Organization Consultant for an Individual

Owner First Name*

Owner Middle Name

Owner Last Name*

Mailing Address*

Address Line #2

City* State* Zip code*

Telephone*

Email*

Please provide any known eFACTS Client IDs which may have been associated to your organization

Please provide any other previous names which may have been associated to your organization

Owner Information- Individual selection

New Client Registration

Owner Information

Are you an Individual, organization, or consultant representing an Individual? Individual Organization Consultant for an Individual

Organization Name*

Registered Fictitious Name

Client Type*

Headquarters Address*

Address Line #2

City* State* Zip code*

Headquarters Telephone*

Email*

Please provide any known eFACTS Client IDs which may have been associated to your organization

Please provide any other previous names which may have been associated to your organization

Owner Information-Organization selection

New Client Registration

Owner Information

Are you an individual, organization, or consultant representing an individual?*

Individual Organization Consultant for an Individual

Owner First Name*

Owner Middle Name

Owner Last Name*

Mailing Address*

Address Line #2

City* state* Zip code*

Telephone*

Email*

Please provide any known eFACTS Client IDs which may have been associated to your organization

Please provide any other previous names which may have been associated to your organization

Owner Information-Consultant for an Individual selection

New Client Registration

Security Agreement for Owner and EFA

For purposes of this Security Agreement, the use of the terms "you" and "your" includes both the Owner and the EFA when appropriate.

Your access to the Department of Environmental Protection's (DEP) e-permitting System is a privilege and not a right. Access for your employees, agents or assignees to engage in electronic reporting is at the sole discretion of DEP and may be terminated at any time and without notice even over your objections.

Access to the DEP e-permitting System, for purposes of this agreement alone, is limited to the time that an individual is either a) your employee or b) an independent contractor, agent or assignee working on your behalf pursuant to your contract with DEP. The EFA and Users must be required to submit data to DEP as an essential duty pursuant to their designation under either 2(a) or 2(b) of this Security Agreement.

You are ultimately responsible for the security repercussions of the Users approved by you, the decisions and actions of your EFA and the use by Users of their user name and password. User names and passwords are not to be shared with any other individual at any time during the course of this Security Agreement. Failure to adhere to this provision may result in the immediate termination of access as to a specific individual or to all of your approved Users with possible legal action by DEP for any direct, indirect or consequential damages that the breach of security caused.

You agree that all electronic filings made by you and your Users pursuant to this designation will be in the manner prescribed by DEP.

DEP reserves the right, at its expense, to audit your records pertaining to the evaluation, granting and monitoring of all security credentials granted to Users under this Security Agreement and you agree to cooperate with any such audit including access to all related records and individuals.

You understand and agree that everything that is filed electronically must be submitted only by the EFA or User approved to the assigned GreenPort account. You, the EFA or the Users have no authority to delegate access to any third party that results in more than one person utilizing the same GreenPort user name and password. Failure to adhere to this provision may result in the immediate termination of a specific User or your access with possible legal action by DEP for any direct, indirect or consequential damages that this breach of security caused.

Access to and use of DEP's e-permitting System will be according to the designated and approved use: read only, submit or edit only.

You agree to engage in no activities during this Security Agreement that would be knowingly incompatible with the software, equipment, or electronic filing system of DEP.

You will not knowingly permit or instruct the filing of false or erroneous data or documents by any individual with access to the DEP e-permitting System during the term of this Security Agreement.

You agree that all electronic access and filings shall be in accordance with all Federal laws and the laws of the Commonwealth of Pennsylvania.

You agree to immediately provide to DEP changes to any information requested as part of the security verification process for your EFA, and all of your approved Users, once known or should have reasonably been known. Failure to do so within thirty days of receipt as to any updates may result in the 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.

If for any reason you terminate the access of the EFA, or any of your approved Users whether it be voluntarily or involuntarily, you are to notify DEP within 24 hours and provide an explanation as to your decision to terminate access.

DEP reserves the right to request additional information from the Owner and/or EFA prior to approval of access to the DEP e-permitting System.

In the event that the EFA is also a User, the EFA by digitally signing this agreement incorporates as if set forth in full, and agrees to, the additional obligations cited within the User Security Agreement.

The Owner and EFA 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 Owner, EFA and its employees and agents under this Security Agreement including all approved Users.

You agree to immediately provide to DEP any changes as to any information that has been requested of the EFA and/or the Owner 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.

Security Agreement for Owner and EFA-all selections

New Client Registration

Electronic Signature

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/we understand and agreed to the terms outlined within this Security Agreement*

I do hereby say, verify and attest to that: I am fully aware and accept my obligations as an EFA as outlined within this Agreement; and The information provided as to my Application is 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. § 4904 relating to unsworn falsification to authorities.

Type Full Name*

Today's Date*

Electronic Signature for an Individual

New Client Registration

Electronic Signature

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/We understand and agreed to the terms outlined within this Security Agreement.*

NOTE: If a corporation, the application must be signed by two officers: one signature of either the President or Vice President and one signature of either the Secretary or Treasurer. In the event the corporation has only one officer or one person holding all offices, that person must sign twice in the capacities noted above, or the corporate seal must be affixed over the signature of the President and attached below.

Signatories*

Title	Full Name	Date	Edit	Delete
There are no items to display				

[Add Electronic Signature](#)

Electronic Signature for an Organization

New Client Registration

Electronic Signature

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/We understand and agreed to the terms outlined within this Security Agreement.*

I do hereby say, verify and attest to that: I am fully aware and accept my obligations as an EFA as outlined within this Agreement; and The information provided as to my Application is 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. § 4904 relating to unsworn falsification to authorities.

Owner Full Name*

Today's Date*

I do hereby say, verify and attest to that I have delegated authority to execute documents on behalf of the Owner for which I represent. I represent my delegated authority to execute documents on behalf of the Owner 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. § 4904 relating to unsworn falsification to authorities.

Consultant Full Name*

Consultant Title*

Today's Date*

Note – Documentation supporting delegation of contracting authority must be provided.

Electronic Signature for a Consultant for an Individual

Accessing the e-permitting Application

DEP New Client Registration Attachments (0)

Date Added	Document Name	Document Type	Description	Edit	Delete	Download
There are no items to display						

[Upload New Attachment](#)

Save, Completeness Check, and Submit to submit form and be taken to e-permitting Dashboard. Program will then review and approve or deny the EFA request form.

DEPGreenPort



My Applications

Permitting

eBlasting – Blasting Activity Permits

[Launch](#)

ePermitting – ePermitting

[Launch](#)

Reporting

eDMR Mining – eDMR Mining

[Launch](#)

eMine Operators – eMine Operators

[Launch](#)

Application Enrollment

Request Application Access from DEP

Log into Greenport click on Launch for ePermitting

Dashboard

Access ID 2558 - DON BURNS

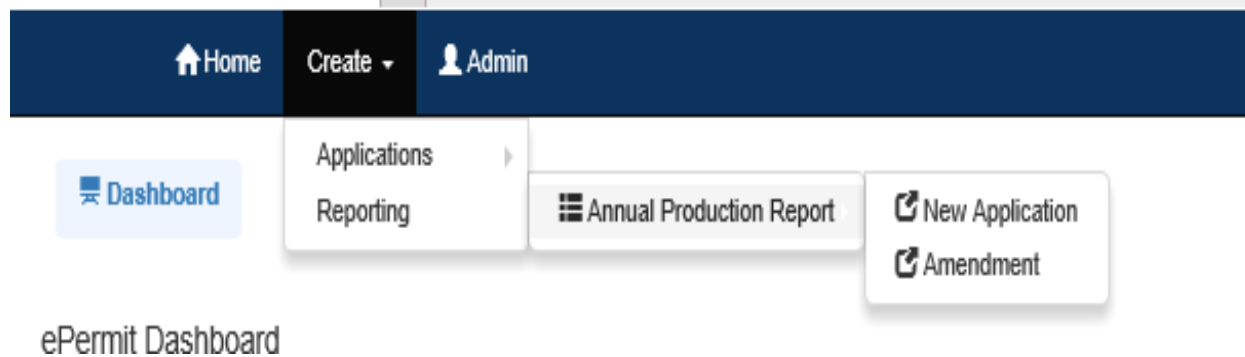
Submission Type ALL

Accepted (1)							
State	Permit Number	Site Name	Submission Type	Request Type	Date Finalized	Lead Reviewer	View
	Pending		New Client Registration	NEW	01/07/2021		

If you have more than one client registration you will need to pick a mine operator license from the Access ID box.

Any pending reports awaiting approval can be viewed here.

Creating a Draft Annual Production Report



ePermit Authorization Overview

Annual Production Report - New Application

[View All Modules](#)

Included	Go To	Status	Completed
<input checked="" type="checkbox"/>	Annual Mine Employment and Production Report		

[Final Completeness Check](#) [Submit](#) [Back](#)

Click on Annual Mine Employment and Production Report

ePermit Module Detail - Annual Mine Employment and Production Report

Annual Mine Employment and Production Report

General Instructions

This form may be used to report tonnage and employment information for all types of mining operations (i.e., coal or industrial minerals; surface mine, deep mine, mineral preparation plant, Government Financed Construction Contract (GFCC), etc.) and for any period that you are required to report such information. Do not include clerical employees. It may be used for monthly, quarterly and annual submissions. Please indicate the dates for the period being reported on the form.

Submit one form for each active operation and each operation capable of producing coal, cogen, or industrial minerals regardless of whether tonnage was or was not produced from that operation. Where coal and industrial minerals, or coal and cogen, are being mined under the same permit, please list the tonnages separately.

Permit Information

Select the permit/GFCC for this report*

Permittee Name

License Number

Facility Name

MSHA ID, if applicable

Select permit from drop down list by clicking on down arrow on right

Please review the list of current contract Operators that DEP has on file, if this information is not correct, please contact the Mining Program.

Contract Operator Name(s): DAVID L PATTERSON JR

Production Information

Reporting Period*

2020

Report coal production using "raw" coal tons.

For refuse reprocessing operations, report tonnage as either "coal" (marketable coal) or "cogen" (unprocessed coal refuse or waste coal sent directly to a cogeneration or fluidized bed combustion power plant).

Mine Type	Mineral Type	Production(Tons) During Reporting Period	Total Employees	Total Hours Worked	Number of Accidents Fatal	Number of Accidents Non-Fatal	Pounds of Explosives Used	Industrial Minerals Mined/Coal Seams
Underground Mine	Coal	100	100	800	5	5	100	MERCER, CLARION #1
Underground Mine	Noncoal	100	120	960	5	2	10	7 selected
Surface Mine	Coal							Select options
Surface Mine	Noncoal							Select options
Refuse Reprocessing	Coal							N/A
Refuse Reprocessing	Cogen							N/A
GFCC	Coal							MERCER
GFCC	Cogen							N/A
Prep Plants	N/A	N/A					N/A	N/A

Contact Information

Contact Person for Follow-up Questions Concerning Information Submitted on This Form

Contact Name*

RRR

Contact Telephone*

(551)-544-5446

Submitter Information

I certify that this data is correct.*



Submitter Name

JOHN EFA

Annual Mine Employment and Production Report Attachments (0)

Date Added	Document Name	Document Type	Description	Edit	Delete	Download
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There are no items to display

[Upload New Attachment](#)

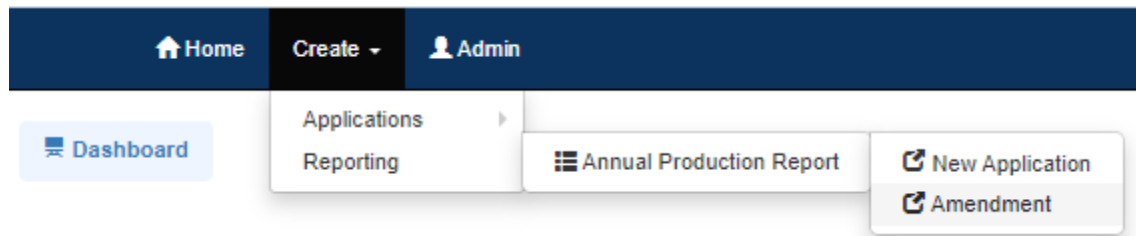
Save

Completeness Check

Back

click on completeness check verify data then save
Click the back button to do a final completeness check
and submit the report by clicking the submit button.
You should receive an email that the report was received
by DEP.

Amendment



Select Production Report

To amend a production report, you must first select the report for which you are trying to make updates to. Please note that from January 1st through June 30th, you may only amend the prior year's submission. From July 1 st thru the end of the year, no amendments to the prior year are permitted.

Select the existing submitted production report*

- Select a value ---
- Select a value ---
- 26-04-01 - 2020
- 65-18-01 - 2020**
- 65-12-01 - 2020
- 65-15-01 - 2020
- 65-13-03 - 2020
- 65-13-02 - 2020

Continue

Cancel

ePermit Authorization Overview

Annual Production Report - Amendment

[View All Modules](#)

Included	Go To	Status	Completed
<input checked="" type="checkbox"/>	Annual Mine Employment and Production Report		

General Attachments(0)

Date Added	Document Name	Document Type	Description	Edit	Delete	Download
No attachments to display						

[Upload New Attachment](#)

[Final Completeness Check](#)
[Submit](#)
[Back](#)

ePermit Module Detail - Annual Mine Employment and Production Report

Annual Mine Employment and Production Report

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Submit one form for each active operation and each operation capable of producing coal, cogen, or industrial minerals regardless of whether tonnage was or was not produced from that operation. Where coal and industrial minerals, or coal and cogen, are being mined under the same permit, please list the tonnages separately.

Permit Information

Select the permit/GFCC for this report* 65-18-01 - JOHNSTON GFCC

Permittee Name DAVID L PATTERSON JR

License Number 13407

Facility Name JOHNSTON GFCC

MSHA ID, if applicable

Please review the list of current contract Operators that DEP has on file, if this information is not correct, please contact the Mining Program.

Contract Operator Name(s): DAVID L PATTERSON JR

Production Information

Reporting Period* 2020

Report coal production using "raw" coal tons.

For refuse reprocessing operations, report tonnage as either "coal" (marketable coal) or "cogen" (unprocessed coal refuse or waste coal sent directly to a

Production Information

Reporting Period*

2020

Report coal production using "raw" coal tons.

For refuse reprocessing operations, report tonnage as either "coal" (marketable coal) or "cogen" (unprocessed coal refuse or waste coal sent directly to a cogeneration or fluidized bed combustion power plant).

Mine Type	Mineral Type	Production(Tons) During Reporting Period	Total Employees	Total Hours Worked	Number of Accidents Fatal	Number of Accidents Non-Fatal	Pounds of Explosives Used	Industrial Minerals Mined/Coal Seams
Underground Mine	Coal	<input type="text" value="1"/>	<input type="text" value="2"/>	<input type="text" value="3"/>	<input type="text" value="4"/>	<input type="text" value="5"/>	<input type="text" value="6"/>	MERCER
Underground Mine	Noncoal	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select options
Surface Mine	Coal	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select options
Surface Mine	Noncoal	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select options
Refuse Reprocessing	Coal	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	N/A
Refuse Reprocessing	Cogen	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	N/A
GFCC	Coal	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select options
GFCC	Cogen	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	N/A
Prep Plants	N/A	N/A	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	N/A	N/A

Contact Information

Contact Person for Follow-up Questions Concerning Information Submitted on This Form

Contact Name*

skt

Contact Telephone*

(234)-234-2423

Submitter Information

I certify that this data is correct.*



Submitter Name

SAMANTHA EFA

Annual Mine Employment and Production Report Attachments (0)

Date Added

Document Name

Document Type

Description

Edit

Delete

Download

There are no items to display

[Upload New Attachment](#)

Save

Completeness Check

Back

Questions?

Contact DEP's Service Desk at 717-787-HELP
Or Mining Programs at 717-783-3516