

Oil and Gas Operator Outreach

Subsurface e-permitting Applications

Agenda

- Access to e-permitting
 - Greenport
 - EFA/User registration process
 - Effective web browsers
- Application Submission process
 - Dashboard
 - Payment
 - Responding to Technical Deficiencies
 - Corrections Process
- Interested Party/ Plat Submission ArcMap/ Guidance Documents

Registering in DEP's Greenport

DEPGreenPort Login



Welcome to the Pennsylvania Department of Environmental Protection's GreenPort. Different services and applications are available by registering or logging in below. After logging in, you can access electronic services that allow you to report radon; submit Mine Subsidence Insurance applications; enter data for Chapter 110, Water Allocation and Water Management Plan reporting; apply for the Waste Transportation Safety Program; and submit an Air Quality Request for Determination. To view the available applications after registering, please click the link below for access.

Note: For some of the electronic services, users should have already received from DEP a Request for Security Access form and a username and password to access the DEPGreenPort. Other services can be accessed by registering below.

Username:

Password:

[Log into DEPGreenPort](#)

Can't remember your password? [Click here](#)

Having problems? [DEP Greenport FAQ](#)

[See the current list of self-register applications](#)

[Click here to self-register](#)

First, click the button labeled 'Click here to self-register'.

Registering in DEP's Greenport

The screenshot shows the DEP GreenPort registration interface. At the top, there is a navigation bar with the Pennsylvania Department of Environmental Protection logo, the names of the Secretary (Patrick McDonnell) and Governor (Tom Wolf), and links for DEP Home, Home, User Guide, and FAQ. The main header features the 'DEP GreenPort' logo and the Pennsylvania Department of Environmental Protection logo. Below this is a dark grey bar with the title 'New Account - User Profile'. The registration form consists of several input fields: Email (with a 'Get Verification Code' button), Email Verification Code (masked as ###-###), First Name, Last Name, Phone (masked as (###) ###-####), Extension (masked as #####), Address, City, State (a dropdown menu with '-- Select --'), and Zip (masked as #####). A footer at the bottom left of the form area says 'Need help? [Contact Us](#)'.

Complete the GreenPort New Account questions

Enrolling into e-permitting Application

Home User Guide FAQ OGINST

DEP GreenPort

My Applications

No Applications Found...

Application Enrollment

Request Application Access from DEP

pennsylvania
DEPARTMENT OF ENVIRONMENTAL
PROTECTION

Select Applications Enrollment header and DEP GreenPort List applications will display

Enrolling into e-permitting Application

Home User Guide FAQ EFASH

DEP GreenPort

pennsylvania
DEPARTMENT OF ENVIRONMENTAL PROTECTION

My Applications

Application Enrollment

You may enroll yourself to the following applications.
Click on the "Enroll" button next to the application name to add it to your list of available applications / Request access.

Permitting

e-permitting Dev - e-permitting Dev	+ Enroll
e-permitting Stage/QA - e-permitting Stage/QA	+ Enroll

Administration

RCMS Stage Security - Remediation Contract Management System Stage Administration	+ Enroll
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Need help? [Contact Us](#)
Pennsylvania Department of Environmental Protection
Rachel Carson Building | 400 Market Street | Harrisburg, PA 17101

Under the Permitting header, select the Enroll button for e-permitting

Enrolling into e-permitting

GreenPort Application Enrollment

Additional Data Required for access to e-permitting Stage/QA

In order to Enroll in the e-permitting Stage/QA application you must first tell us a bit about the type of permit application you wish to submit.

DEP has some electronic applications which you can access immediately while other electronic applications require you to first provide us with the Access ID you wish to access. If you are requesting access to an application which requires you to provide an Access ID then once your request is reviewed and approved an e-mail will be sent to your account and you will be able to access the e-permitting Stage/QA application. If your request is rejected you will also receive an e-mail containing an explanation of why the request was rejected.

Your e-mail address is **c-stregea@pa.gov**. If this e-mail address is incorrect, please press the "Cancel" button. Then click on the Edit Profile option to edit your account information and update your e-mail address.

Program Area

Oil and Gas

What is your relationship to DEP?

I am representing myself to do business as an oil and gas operator with DEP

(Examples: I am an owner or operator requiring a well permit or ESCGP permit.

I am NOT a consultant or consulting company completing an application for another operator or company.)

I am representing my company to do business as an oil and gas operator with DEP:

AND (Choose one):

I have the authority to work on well permits or ESCGP applications, but I do not have the authority to submit those applications as final to DEP

(Examples: I am an employee that is uploading documents or assisting with an application, but I am not authorized to submit the application or payment for my company as final to DEP. I understand I will need to complete the [User Registration and Security Agreement Form](#) and submit to my company's Electronic Filing Administrator (EFA) to obtain additional access to prepare or submit ePermitting applications.)

I have the authority to submit final well permits or ESCGP applications and payments to DEP

(Examples: I am an employee managing a permit application or am an engineer completing the application.)

I am representing another individual, or company to do business as an oil and gas operator with DEP

AND (Choose one):

I am a hired consultant working for an oil or gas company

(Examples: I am an employee of a consulting company that has been hired by an oil or gas company to fill out an application or part of an application on their behalf. I understand I will need to complete the [User Registration and Security Agreement Form](#) and submit to my company's Electronic Filing Administrator (EFA) to obtain additional access to prepare or submit ePermitting applications.)

I am assisting an individual in filling out this form

(Examples: I am a friend, relative, consultant, librarian etc., helping someone fill out an application for a permit to perform an activity on their property. The individual I am helping does not have access to a computer and they will be sitting with me as I type in their information for them.)

Submit

Cancel

User will be taken to the DEP GreenPort Additional Data Required for access to e-permitting screen

Enrolling into e-permitting

- EFA Information

1. If user has access to eWell already; they need do nothing; they will have access to Oil and Gas for e-permitting.
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 complete SubSurface applications
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
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 verify account.

Enrolling into e-permitting

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 permits, or correction required permits 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, correction required permit, or previously submitted permit for the license they are associated with. Master Preparers can create new draft permits.

Accessing the e-permitting Application

The screenshot shows the DEP GreenPort website interface. At the top, there is a navigation bar with 'Home', 'User Guide', 'FAQ', and 'EPERMITTINGEFAX'. The main header features the 'DEP GreenPort' logo on the left and the 'pennsylvania DEPARTMENT OF ENVIRONMENTAL PROTECTION' logo on the right. Below the header is a 'My Applications' section. Under the 'Permitting' category, there is a link for 'e-permitting - e-permitting' with a 'Launch' button next to it. A red circle highlights this 'Launch' button, and a red arrow points to it from the right. Below the 'Administration' category, there is a link for 'e-permitting Security - e-permitting Administration' with a 'Launch' button next to it.

Select Launch to be taken to e-permitting Dashboard.

Questions?

Please contact:
Office of Oil and Gas
RA-ep-BOGMOGRE@pa.gov