Oil and Gas Operator Outreach

Subsurface e-permitting Applications

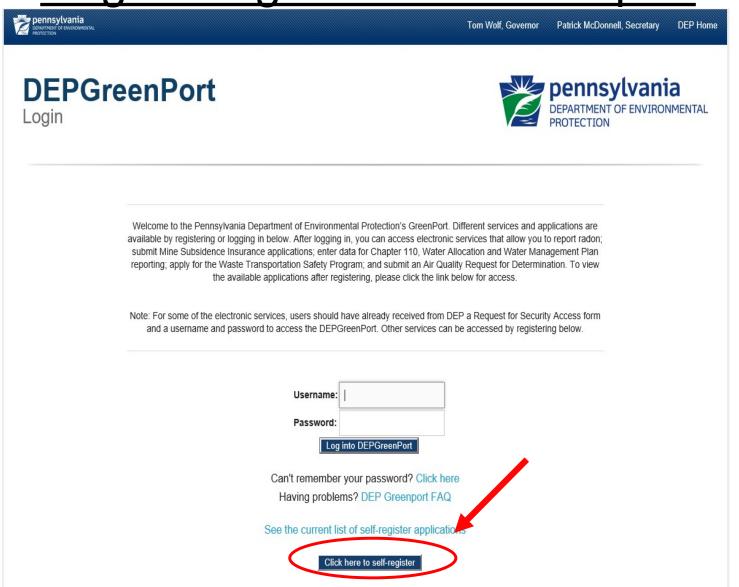


<u>Agenda</u>

- 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



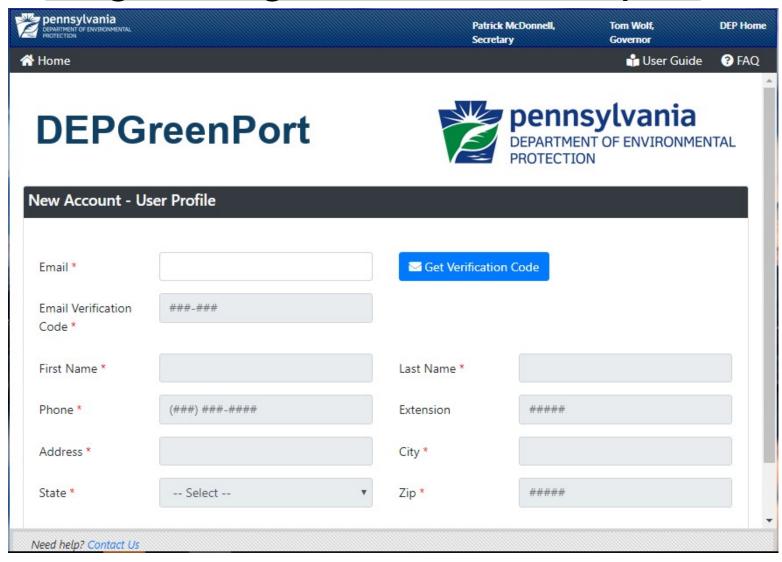
Registering in DEP's Greenport



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



Registering in DEP's Greenport



Complete the GreenPort New Account questions



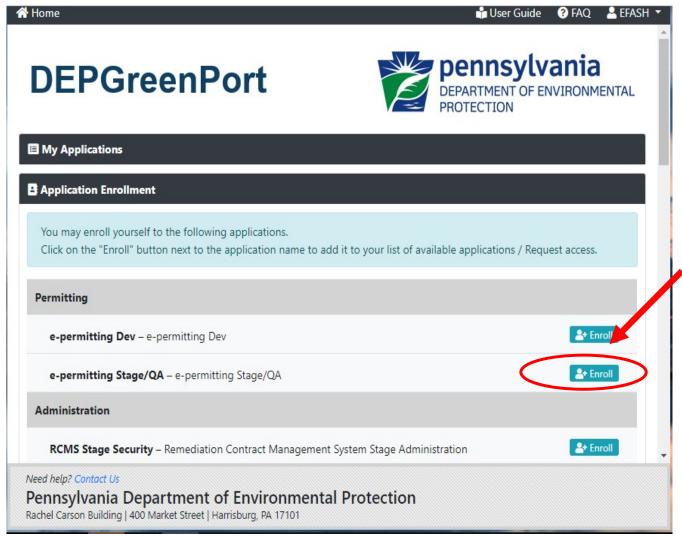
Enrolling into e-permitting Application



Select Applications Enrollment header and DEP GreenPort List applications will display



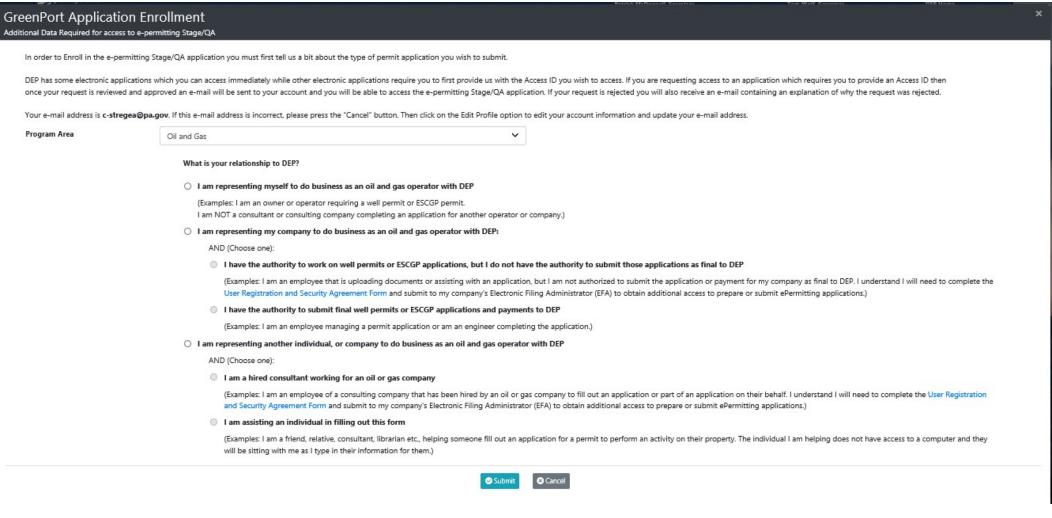
Enrolling into e-permitting Application



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



Enrolling into e-permitting



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.

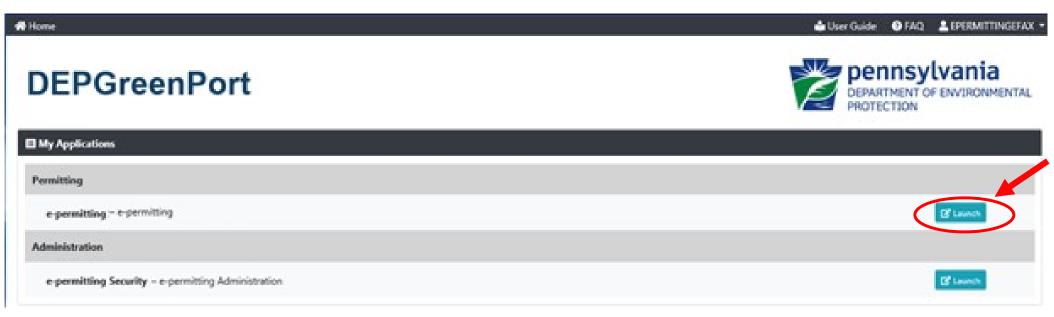


Enrolling into e-permitting

- 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



Select Launch to be taken to e-permitting Dashboard.



Questions?

Please contact:
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