Commonwealth of Pennsylvania

****

**Office of Oil and Gas Management**

**Division of Compliance and Data Administration**

**Reviewers Workload Report**

**Data Dictionary**

October 31, 2017

***Disclaimer Information***

*While the Oil and Gas Program requires accurate data reported by Operators, the Department of Environmental Protection makes no claims, promises or guarantees regarding the accuracy, completeness or timeliness of the data. DEP will make every attempt to correct any errors discovered but expressly disclaims any liability for errors or omissions related to the data contained within these reports.*

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# Summary

The Department of Environmental Protection is committed to providing information in an accessible and user-friendly format. In order to do so more effectively, the department has created interactive reports that allow the user to select specific criteria for the desired information. In addition, the report data can easily be downloaded for further analysis. All data presented on all the reports is up to date as of close of business yesterday.

For questions or problems with any of these reports, contact the Office of Oil and Gas Management, Bureau of Compliance and Data Administration at 717-772-2199 or by email at [RA-EP-BOGMOGRE@pa.gov](mailto:RA-EP-BOGMOGRE@pa.gov).

# Parameters / Search Criteria

Following is a list of parameters that are used for the various Oil and Gas reports. Parameters are used to apply criteria to the data being selected.

| ***Parameter*** | ***Default*** | ***Description*** |
| --- | --- | --- |
| Sub Task Completed Begin Date (MM/DD/YYYY) |  | The starting date for the report. Any subtasks for the selection report type that has been completed, having a completion date that is equal to or greater than this date will be displayed on the report. |
| Sub Task Completed End Date (MM/DD/YYYY) |  | The ending date for the report. Any subtasks for the selection report type that has been completed, having a completion date that is less than or equal to this date will be displayed on the report. |
| Region |  | The location of the DEP Office in Pennsylvania where the facility is located. |
| Report Type |  | A predetermined dropdown list of the type of permit to be included on the report. |

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# Report

| ***Report*** | ***Description*** |
| --- | --- |
| Reviewers\_Workload\_Report | The Oil and Gas Reviewers Workload report provides a summary report by Lead Reviewer for Well Permits, Coal Pilar Permits, Orders to Plug Authorizations, Notice of Intent to Plug Authorizations, ESCGP Permits, Chapter 105 GP Permits and Notice of Terminations authorizations processed where the subtask have been completed within the Date Range selected. |

# Report Type – Well Permits

This report type will include the following authorization types:

DOW - Drill & Operate Well Permit

DOWA - Drill & Operate Well Permit Alteration

DOWDD - Drill & Operate Well Permit Drill Deeper

DOWDR - Drill & Operate Well Permit Disposal/Enhanced Recovery

DOWR -Drill & Operate Well Permit Redrill

CDOW - Drill & Operate Well Permit (Conventional)

CODWR - Drill & Operate Well Permit Redrill (Conventional)

UDOW - Drill & Operate Well Permit (Unconventional)

UDOWR - Drill & Operate Well Permit Redrill (Unconventional)

This Report will include the following SubTasks:

GR - B/E App Geologic Review

DR - Decision Review

SDN - Send Deficiency Notice/Receive Response

PAC - Pending other agency comments/approvals

# Report Type – Coal Pillar Permits

This report type will include the following authorization types:

CP – Coal Pillar Permits

This Report will include the following SubTasks:

GR - B/E App Geologic Review

DR - Decision Review

SDN - Send Deficiency Notice/Receive Response

PAC - Pending other agency comments/approvals

# Report Type – Orders to Plug

This report type will include the following authorization types:

13OP - Sec 13(c) Order to Plug

This Report will include the following SubTasks:

GR - B/E App Geologic Review

DR - Decision Review

SDN - Send Deficiency Notice/Receive Response

PAC - Pending other agency comments/approvals

# Report Type – Notice of Intent to Plug (NOI)

This report type will include the following authorization types:

WPNIP - Well Plugging Notice Intent to Plug Project Well

WPNPS - Well Plugging Notice Intent to Plug Single Well

This Report will include the following SubTasks:

GR - B/E App Geologic Review

DR - Decision Review

SDN - Send Deficiency Notice/Receive Response

PAC - Pending other agency comments/approvals

# Report Type – Erosion & Sediment Control General Permits

This report type will include the following authorization types:

ESCP - Erosion & Sediment Control Plan Approval

ESGP - Erosion and Sediment Control GP-2

ESGP1 - E&S Storm Water General Permit 1

ESGPX - Expedited E&S storm water General Permit 1

ESMOD - Erosion Sed & storm water Module with DOW Permit

This Report will include the following SubTasks:

ER - B/E App Engineering Review

PPC - Participate in Phone Call

OIR - B/E Other Dept. Staff Review

DR - Decision Review

SDN - Send Deficiency Notice/Receive Response

# Report Type – Chapter 105 GP Permits

This report type will include the following authorization types:

8WIO4 / WIO4 - GP-04 Intake & Outfall Structures

8WOBR /WOBR - GP-03 Bank Rehabilitation, Bank Protection & Gravel Bar

Removal

8WOMR / WOMR- GP-07 Minor Road Crossings

8WORC / WORC - GP-08 Temporary Road Crossings

8WOSC / WOSC - GP-05 Utility Line Stream Crossings

WOSP - Water Obstruction & Encroachment Pmt, Small Proj

GP-11 - BWM-GP-11 Maintenance, Testing, Repair, Rehabilitation or

Replacement General Pmt

This report type will include the following application Types:

NOT – Notice of Termination

This Report will include the following SubTasks:

ENR - B/E Env Review

CR - B/E Clerical Review

DR - Decision Review

SDN - Send Deficiency Notice/Receive Response

COMPL - B/E Completeness Review

# Report Type – Notice of Termination (NOT)

This report type will include the following authorization types:

ESCP - Erosion & Sediment Control Plan Approval

ESGP - Erosion and Sediment Control GP-2

ESGP1 - E&S storm water General Permit 1

ESGPX - Expedited E&S storm water General Permit 1

ESMOD - Erosion Sed & storm water Module with DOW Permit

This report type will include the following application Types:

NOT – Notice of Termination

This Report will include the following SubTasks:

ER - B/E App Engineering Review

PPC - Participate in Phone Call

OIR - B/E Other Dept. Staff Review

DR - Decision Review

SDN - Send Deficiency Notice/Receive Response

# Data Dictionary

Following is a list of data elements that are used for the various Oil and Gas reports.

| ***Column Name*** | ***Description*** |
| --- | --- |
| Amendments | The total number of permits that have the application type of AMEN in the eFACTS database. |
| Cancelled | The permit or authorization with a disposition code of CANCL in the eFACTS database and counted in the ‘Others’ column of the spreadsheet. |
| Decision Review | The name of the subtask assigned to the authorization. |
| Denied | The total number of DENIED permits for the report type that meet the report selection criteria. |
| Engineer Review | The name of the subtask assigned to the authorization. |
| Entered in Error | The permit or authorization with a disposition code of ERROR in the eFACTS database and counted in the ‘Others’ column of the spreadsheet. |
| Geologic Review | The name of the subtask assigned to the authorization. |
| Issuer | The total number of ISSUED permits for the report type that meet the report selection criteria. |
| Lead Reviewer | The name of the lead reviewer that was selected when the authorization was entered into eFACTS. |
| Modifications | The total number of permits that have the application type of MODIFCATION. |
| New | The total number of permits that have the application type of NEW. |
| Notice of Termination | A water quality classification of the streams and/or bodies of water located nearby. |
| Orders |  |
| Other Staff Review | The name of the subtask assigned to the authorization. |
| Others | The total number of permits for the report type that meet the report selection criteria that were not CANCELLED, ENTERED IN ERROR, REPLACED, REVOKED, or WAIVED |
| Participate Call | The name of the subtask assigned to the authorization. |
| Pending | The total number of permits or authorizations that have the application type of PEND in the eFACTS Database and are still in the review process. |
| Pending other Comments | The name of the subtask assigned to the authorization. |
| Permits | The total number of permits for the report type that meet the report selection criteria. |
| Region | For which Regional Office the report was selected for. |
| Replaced | The permit or authorization with a disposition code of REPL in the eFACTS database and counted in the ‘Others’ column of the spreadsheet. |
| Renewal | The total number of permits or authorizations that have the application type of REN in the eFACTS Database. |
| Report Type | Denotes which type if permit or authorizations that was selected for the report. |
| Revoked | The permit or authorization with a disposition code of REVOK in the eFACTS database and counted in the ‘Others’ column of the spreadsheet. |
| Send Deficiency Notice | The name of the subtask assigned to the authorization. |
| Transferred | The total number of permits or authorizations that have the application type of TRAN in the eFACTS Database. |
| Waived | The permit or authorization with a disposition code of WAVID in the eFACTS database and counted in the ‘Others’ column of the spreadsheet. |
| Withdrawn | The total number of permits or authorizations that have a disposition code of WITH in the eFACTS database. |

# 12. Report Controls

Following is a list of functions/controls used by the reporting software tool.

| ***Item*** | ***Description*** |
| --- | --- |
|  | Used for paging from report page to report page. |
|  | Used to set the size of the report displayed. |
|  | Used to search the report for specific information. |
| Export  cid:image011.png@01D35221.9FDB8AC0 | Used to select the file type of the report exporting.  NOTE:  The report design requires that the Excel format be chosen instead of the normal CSV option.  The report generates six separate report types and each on is place in a separate worksheet within the excel file. Using the CSV option will result in all report types  Will be in one worksheet of the excel file. |
| Refresh | Used to refresh the report based on the earlier selected parameters. |
| Print | Used to print the current report to your local selected printer. |

# 13. Version History

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| --- | --- |
| 10/31/2017 | Create Lead Reviewers Workload Report Data Dictionary. |