



*RFD*Internal*

Training Seminar



Overview

RFD* Internal

Used by Regional Permitting Staff to

- ✓ Review application for determination
- ✓ Reject incomplete applications
- ✓ Render a determination



Design Features

- Approver assigns RFD to a Reviewer
- Approver approves the final determination rendered by a Reviewer.
- Reviewer can flag questionable data items and reject application.
- Note system for communication
- Easily saved or printed final Determination in PDF format



Submission Email to Approver

From: c-vramacha@state.pa.us [mailto:c-vramacha@state.pa.us]
Sent: Monday, March 12, 2007 3:13 PM
To: crevans@state.pa.us; crevans@state.pa.us; crevans@state.pa.us; c-vramacha@state.pa.us
Cc: c-vramacha@state.pa.us
Subject: Request For Determination (RFD) Application (RFD Number - 1) for Sample RFD Facility

You have successfully submitted the following RFD to DEP for review and determination of exemption:

RFD #:	1	RFD Status:	Submitted
Facility Name:	Sample RFD Facility	Facility ID:	1
Submission Date:	03/12/2007	Submission ID:	302
Submitter:	rfd external rfdextuse	Submitter E-mail:	c-vramacha@state.pa.us
Project Description:	Test new construction project		

DEP will review the RFD and send you an e-mail notification of the result of the review. You may view the Submitted Home Page for this RFD in RFD*Online.

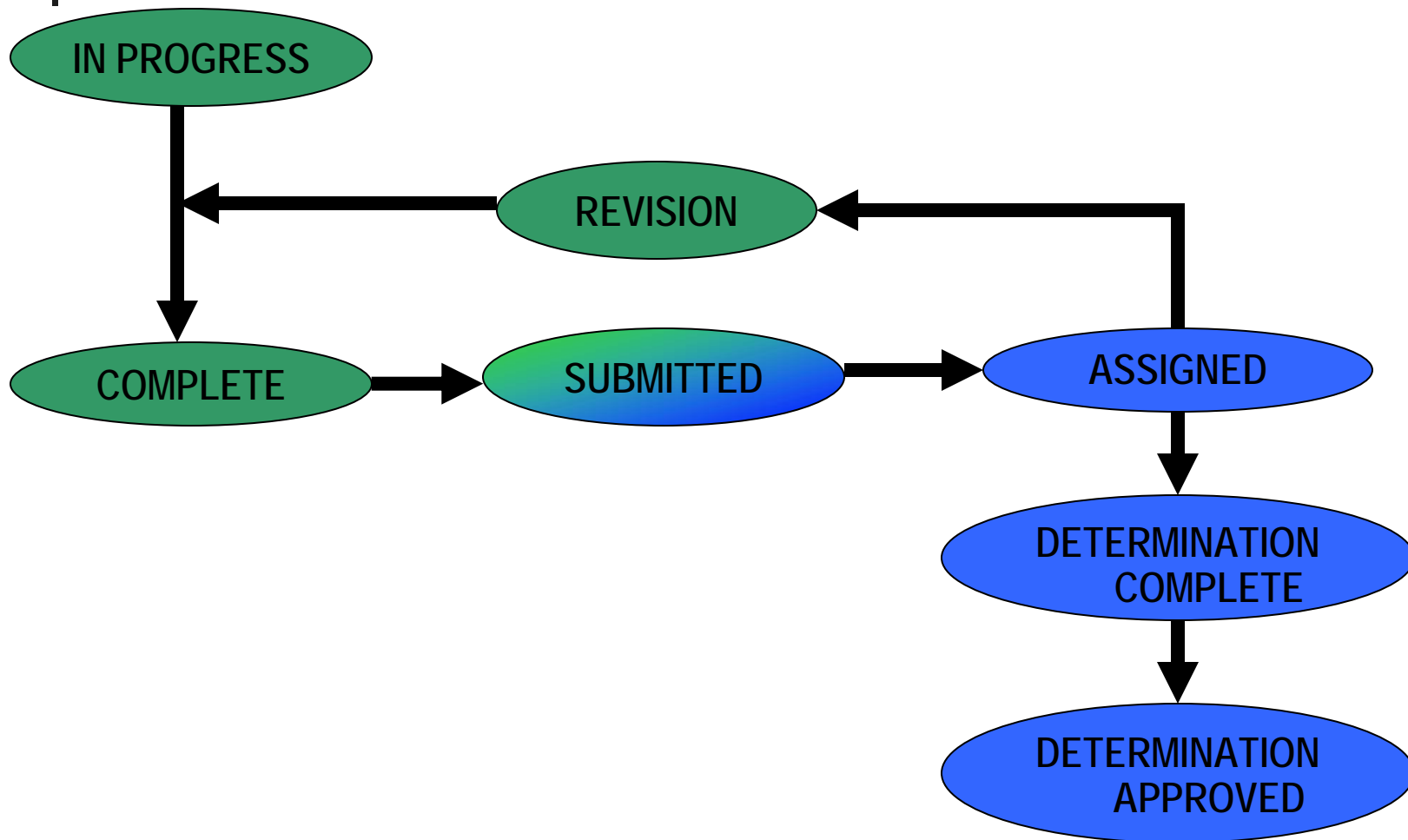
Please include the Facility Name [Sample RFD Facility] and RFD # in any correspondence regarding this application.

If you have any questions, need assistance with the process, or believe you have received this e-mail in error, please call the Help Desk at (717) 705-3768 between the hours of 8:00 AM to 4:30 PM or e-mail:

Note: This is an automated e-mail message. Please do not reply to this e-mail.

Thank you for using RFD*Online!

Stages of RFD Application





Error Icons



“Request Verification” appears for all editable data elements in an RFD.



“Verify” is used by the reviewer to indicate a potential problem.



“Acknowledged” replaces “Verify” when issue is addressed by the user.



“Modified” identifies changes made by the user that were not requested by the Reviewer.



Approve/Deny

- Checks for completeness.
- Produces PDF summary of Determination.
- Notifies Internal and External users of determination.



Determination Email

From: vtrivedi@state.pa.us

Sent: Tue 12/11/2007 12:53 PM

To: c-vramacha@state.pa.us; c-arao@state.pa.us

Cc: RA-eprfdonline@state.pa.us; vtrivedi@state.pa.us

Subject: DETERMINATION APPROVED: Request For Determination (RFD) Application (RFD Number - 1) for HERSHEY CO/EAST PLT

The Request for Determination of Exemption from Plan Approval and/or Operating Permit submitted for **HERSHEY CO/EAST PLT** to DEP on **11/13/2007** has been reviewed and a determination of eligibility for exemption from Plan Approval and/or Operating Permit has been rendered.

The official Determination is now available in RFD*Online. Please login to RFD*Online and select RFD # **1** on your User Home Page to view the Determination Approved Home Page. This page provides links to view and print the Notice of Determination and conditions, if any, in PDF format and the associated Cover Letter, if applicable.

Please print these documents and retain copies for your records.

If you have any questions, need assistance with the process, or believe you have received this e-mail in error, please call the Help Desk at (717) 705-3768 between the hours of 8:00 AM to 4:30 PM or e-mail ep-efactshelpdeskteam@state.pa.us

Note: This is an automated e-mail message. Please do not reply to this e-mail.

Thank you for using RFD*Online!



Determinatation Report



Adobe Acrobat 7.0
Document