

Utah Coal Regulatory Program

Electronic Permitting Process ***(DOGM Version)***

MINING AND RECLAMATION PLANS

All Mining and Reclamation Plans will be available for public viewing on the Division's website. One hard copy MRP will also be maintained at the Division's Salt Lake Office. No other hard copy material will be distributed.



UTAH COAL PROGRAM

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Coal Permit Files

Below are the electronically scanned files of the documents that are available in the Division's Public Information Center (PIC Room). Please note-Not all of the files available in the PIC Room are available electronically. As documents are scanned they will be made available through these file services.

****You need a username and password to access these files - use ogmguest for both the username and password or your assigned Novell username and password if you have one.**

[PERMIT FILES](#)

[GENERAL FILES](#)

[INTERAGENCY FILES](#)

[MRP](#)

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Use the drop downs to filter or use control + f to do a keyword search.

[set filter](#)

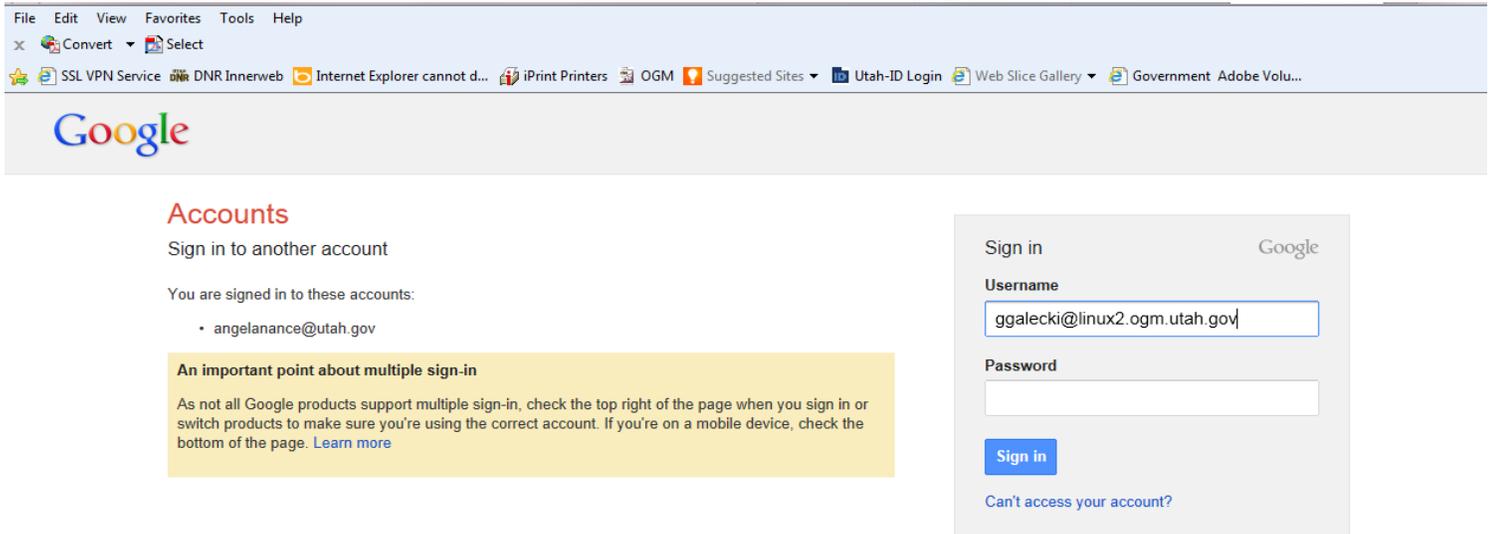
[clear](#)

Select	Doc Date	Doc To	Doc From	Doc Regarding	MRP Name %	Folder
select	10/24/1988	Oil, Gas & Mining	Canyon Fuel Company LLC	Banning MRP, Chapter 5 Engineering	BANNING 007034	CHAPTER 5.pdf
select	10/24/1988	Oil, Gas & Mining	Canyon Fuel Company LLC	Banning MRP, Chapter 5 Geology	BANNING 007034	CHAPTER 6.pdf
select	10/24/1988	Oil, Gas & Mining	Canyon Fuel Company LLC	Banning MRP, Chapter 7 Hydrology	BANNING 007034	CHAPTER 7.pdf
			Canyon			

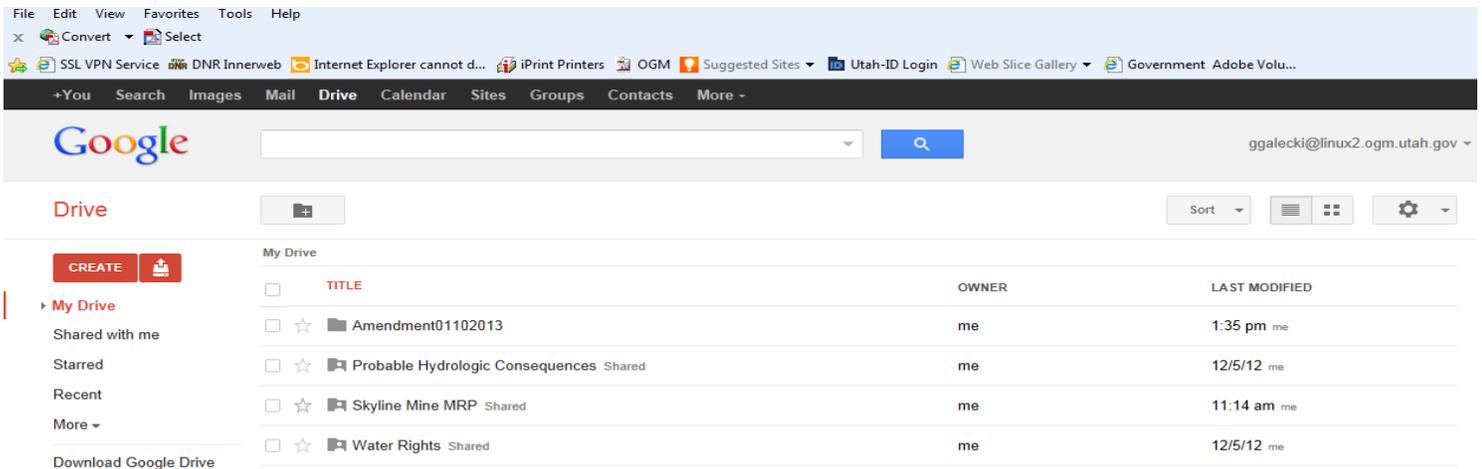
AMENDMENTS

When a change to the MRP is being submitted to the Division the Operator will:

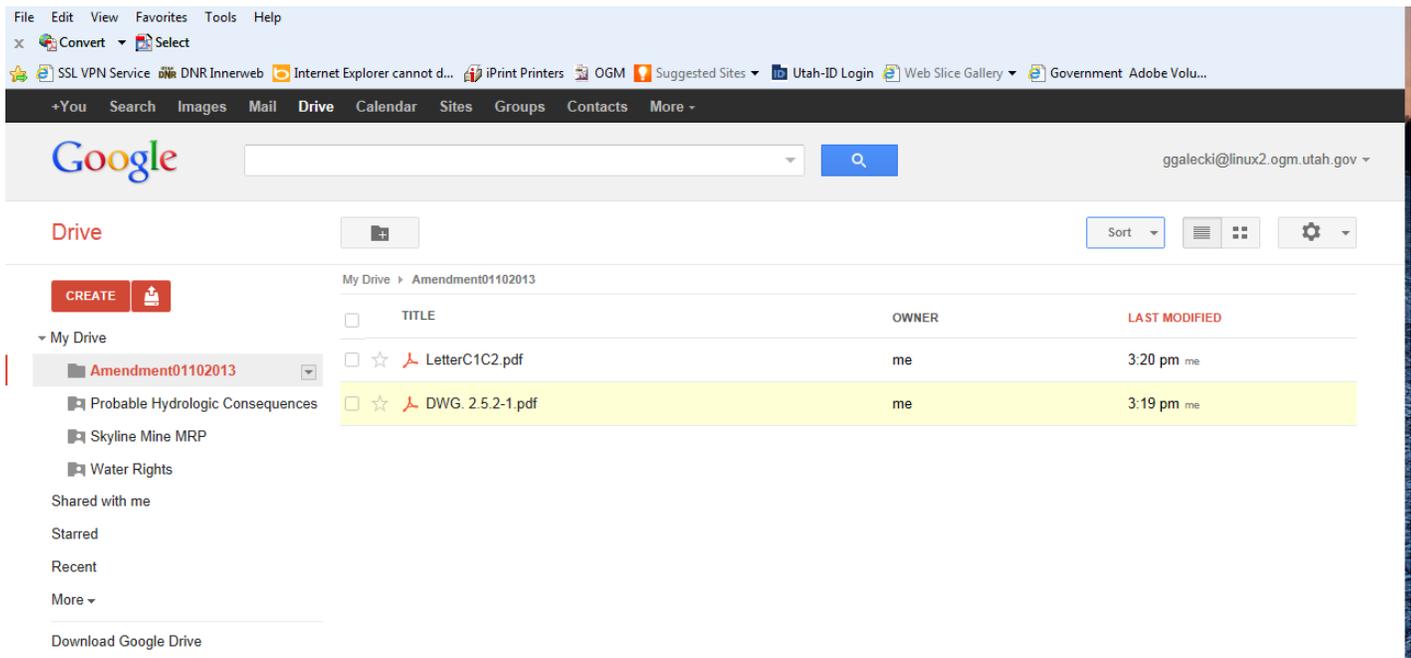
1. Use unique login and password to access the mine's Google Drive account set up for each Operator by the Division. *The Division programmer will set up the account for each authorized user.*



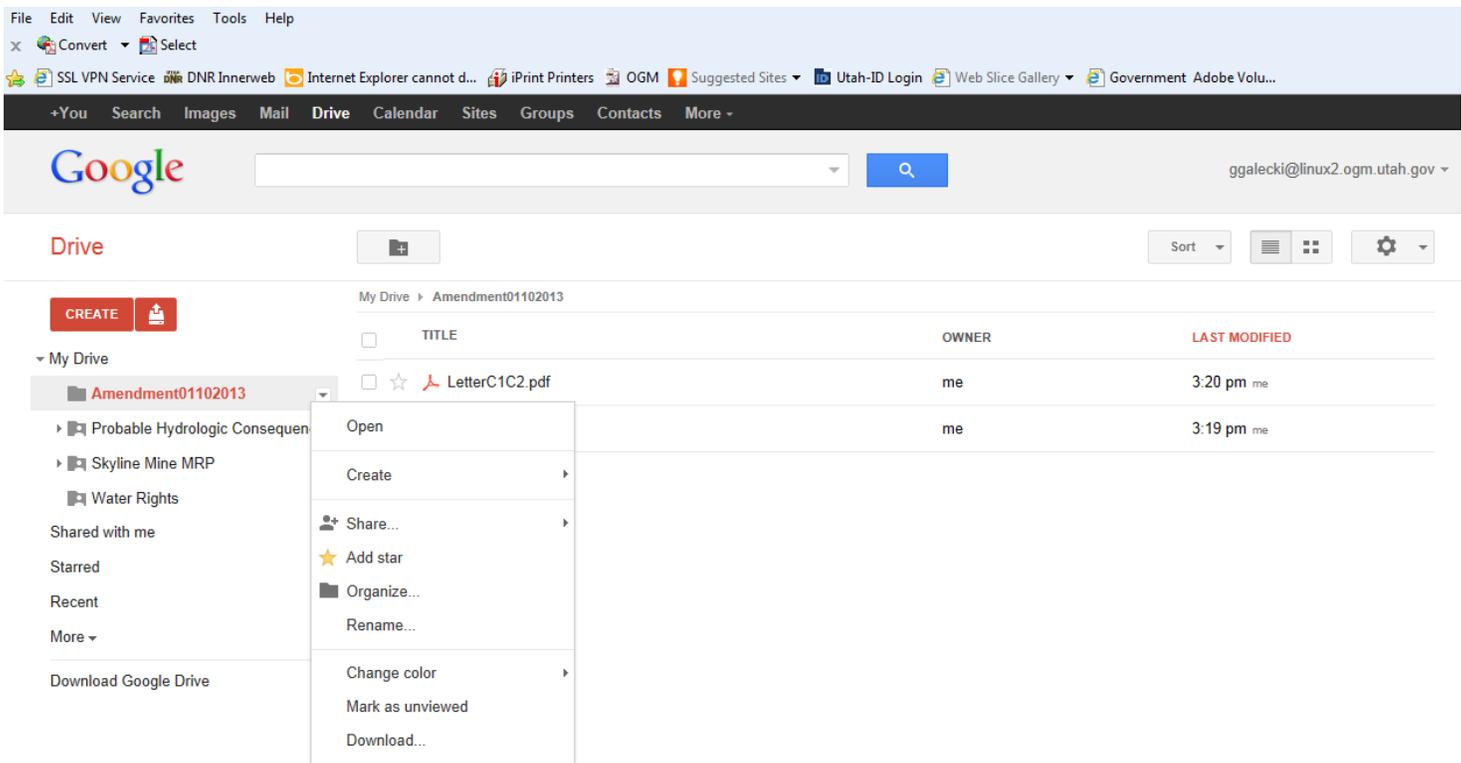
2. Create a folder on the Drive for the application with the following naming convention **AmendmentMMDDYYYY**.



1. Upload the cover letter, notarized C1/C2 form, and amended **redline-strikeout** pages to this folder.
 - a. The amended pages can be in Word, PDF or Google Doc format.



4. Click on the Amendment folder drop down box and select Share. Share this folder with suzannesteab@utah.gov and any other necessary Division staff.



REVIEW

Support Staff

1. The Engineering Technician receives email notification that a new amendment is ready for review. The Tech creates a task for the newly submitted information.
2. The Engineering Tech sends email and uploaded files to the Scanning Tech for record management and tracking.
3. The Engineering Tech notifies the assigned Team that an amendment has been received and is ready for review.

Team

4. The Team is assigned and the initial review and technical review begins.
5. The Team completes its review using the Findings Document Form. All disciplines track their findings in the same form. One form per review.
6. The Lead makes sure the Form is complete and drafts a letter. The form and letter are reviewed and signed and then sent to the Engineering Technician to be emailed.

Support Staff

7. **If the application is deficient** – the Operator will be notified via email. The Operator will receive the Findings Document Form and will be directed to the highlighted sections of the Form for a quick view of all deficiencies. (Email and form will be sent to the Outgoing E-file). The task will be closed. However, the application is always available in the electronic Incoming folder on the Division’s website.
8. **If the application is approved** – the Operator will be notified via email. The Operator will receive the Findings Document Form and approval letter and will be asked to submit one hard copy of the approved changes for the Salt Lake Office MRP. (The email and form will be sent to the Outgoing E-file). The Operator is also at liberty to submit an additional hard copy to be stamped and returned to them for their own record.
9. The updated and stamped Incorporated pages will also be scanned and inserted electronically into the electronic MRP.
 - a. The Operator and other interested parties will be emailed with the location of the updated MRP. (the email will be sent to the Outgoing E-file).

FINDINGS FORM

Coming Soon!