

Department of Health's e-Permitting Portal

Presented by: Andy Matsumoto
 Environmental Health Administration
 Department of Health
 October 15, 2013



Hawaii State Department of Health
Environmental Health Administration



What requires a permit?



Water

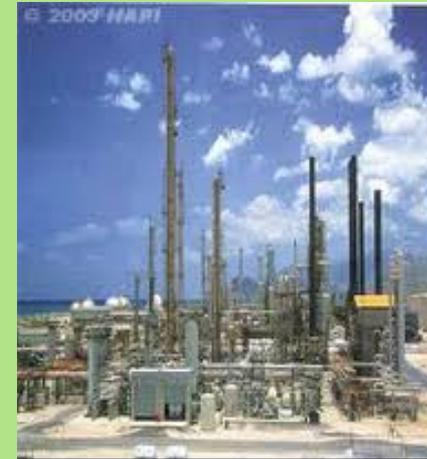


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What requires a permit?

Air



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What requires a permit?

Waste



Underground
Storage Tanks



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What requires a permit?



Food



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What requires a permit?



Mortuaries
Public Swimming Pools
Tattoo Shops



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What requires a permit?

Noise

Radiation

Indoor Air

A/C Ventilation

Asbestos

Lead-based Paint



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Electronic Permit Applications

- Have been a priority for over a decade
- Identified permitting requirements from program staff
 - Easy to use
 - Informative
 - Consistent look & feel
 - Online application submission & payment
 - Application status tracking
 - Ability to create/maintain forms & workflows
- Developed/Implemented e-Permitting Portal



e-Permitting Portal

What is it?

- Internet-based application
- One-stop shop for DOH / EHA permit applications
- Online application submission and payment
- Application tracking by applicant and DOH/DBEDT
- Submission History for streamlined permit modification and renewals
- Easy to use and informative

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DOH Home

Home | Finder | Reports | Dashboard | Users | Organizations | Applications | History | Help | Andy Matsumoto | Sign Out

Environmental Health

To find information specific to an organization within the State of Hawaii Environmental Health Administration, please identify the organization using the Select Organization button below.

Select Organization...

Permit Applications

To locate a specific permit application please use our application finder.

Application Finder

Frequently Asked Questions

- ? How do I apply for a permit application?
- ? How do I select the appropriate application?
- ? How do I know when my application has been processed?

view more faqs

Welcome to the e-Permitting TEST Portal

THIS SYSTEM IS IN TEST. IT IS NOT LIVE. ANY SUBMITTED APPLICATIONS WILL APPEAR AS TEST APPLICATIONS. PLEASE CALL 808-586-4350 FOR ANY QUESTIONS.

Welcome to the e-Permitting Portal, home for all Hawaii (HI) Department of Health (DOH) Environmental Health Administration (EHA) permit applications. THE HI DOH EHA e-Permitting Portal provides access to environmental permit applications, instructions and education. It allows for on-line application completion and online submission tracking.

The e-Permitting Portal is managed by the Hawaii State Department of Health Environmental Health Administration (EHA). The EHA is part of the Hawaii State Department of Health Environmental Management Division (EMD) and Environmental Health Services Division (EHS). The EHA also provides overall administration for the Offices of Compliance Assistance, Environmental Planning, Environmental Resources, Hazard Evaluation and Emergency Response, and the State Laboratories.

The e-Permitting Portal was created as a comprehensive site to provide:

- learning about environmental permitting requirements
- guidance in applying for environmental permits
- preparation and filing of online permit applications
- online payment processing of application fees
- means to communicate with permitting engineers regarding online submitted applications
- directory of downloadable (manual) permit applications

To search for a specific permit application, please use the Application Finder. You may also use the Organization Browser if you know the organization responsible for the permit application.

Once a permit application is submitted, our primary goal is to process your permit application in an efficient and timely manner.

Contact Information

Address:
Environmental Health Administration
Hawaii Department of Health
1250 Punchbowl Street
Honolulu, HI 96813

Contacts:
Web Admin Email: epwebadmin@doh.hawaii.gov
Web Admin Phone: 808-586-4350

Additional Links

[Hawaii Department of Health website](#)

Permit Applications

Customer Satisfaction Survey

To assist the Compliance Assistance Office (CAO) in addressing the environmental permit needs of small businesses, please complete this brief survey regarding your experience in applying for each environmental permit.

EHA Sample Application

This Sample Application is to be used for Training Purposes Only

EHA Sample Application - hard signature

This Sample Application is to be used for Training Purposes Only

EHA Sample Application Signature

This Sample Application is to be used for Training Purposes Only

New Application Created by Andy Matsumoto on 2/2/2012 10:32:09 PM
Enter the short description for the application here...

Notification Test

Enter the short description for the application here...

Notification TEST

Enter the short description for the application here...

Test:Short Noise Permit

Community Noise Permit may be granted, (T) if the applicant requires additional time to alter or modify the applicant's activity or operation to comply with Chapter 11-45.

Can't find specific application? Please use our Application Finder.

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e-Permitting Portal Application Finder

- Easy way to find / search for application forms / information
- Get smarter from every search performed

Search results found for Applications containing "NPDES".

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DOH Home

Home Finders? Help? Sign In? Register?

Help

Use this page to identify the permit applications which may be most appropriate for your needs.

If you know the permit application you are looking for, enter the name of the permit application in the Application Search area.

If you are not sure which permit application(s) you need, describe the activity you are looking to permit in the Application Search area and the system will recommend the permit applications needed.

Once permit application(s) are identified, click on the name of the permit application to view the details of that application and to initiate the application submission process.

Organization Browser

To find information specific to an organization within the State of Hawaii Environmental Health Administration, please identify the organization using the Select Organization button below.

Select Organization...

Application Search

Looking for a permit application? Please enter the name of the permit application.

Don't know the name of the permit application? Help us by describing the activity you need to permit and we will recommend the application which may need to be submitted.

npdes

Recommended Applications

Based on your description, the following 22 applications may match your needs.

- CWB-NPDES Individual Form C**
This NPDES Individual Form C is for the discharge of storm water to Class AA, Marine or Class 1, Inland waters from construction activities.
- CWB - Signatory and Certification Statement to NPDES Permit Applications**
This NPDES Signatory and Certification Statement is to be submitted with all NPDES Permit Applications.
- 2012 Renewal Notice of Intent Form**
Use this NOI form to renew coverage under the NPDES General Permits (HAR 11-55, Appendices B through L).
- CWB-ZOM**
Zone of Mixing Form
- CWB NOI General Form**
This CWB NOI General Form is required for off-line submissions only and includes general information about the project or activity.
- CWB SSCBMP Plan**
This form is required for coverage under Appendix C for the discharge of storm water associated with construction activities.
- Section 401 WQC**
Section 401 Water Quality Certification Form
- CWB NOI Form G**
This Notice of Intent is for coverage under Appendix G authorizing discharges associated with construction activity dewatering.
- CWB NOI Form B**
This Notice of Intent is for coverage under Appendix B for the discharge of storm water associated with industrial activities.
- CWB NOI Form K**
This Notice of Intent is for coverage under Appendix K for the discharge of stormwater from small municipal separate storm sewer systems.
- CWB NOI Form F**
This Notice of Intent is for coverage under Appendix F authorizing discharges of hydrotesting waters.
- CWB NOI Form I**
This Notice of Intent is for coverage under Appendix I for the discharge of treated process wastewater associated with well drilling activities.
- CWB NOI Form L**
This Notice of Intent is for coverage under Appendix L for the discharge of circulation water from decorative ponds or tanks.
- CWB NOI Form J**
This Notice of Intent is for coverage under Appendix B for the General Permit Coverage Authorizing Occasional or Unintentional Discharges from Recycled Water Systems.
- CWB "No Exposure" Certification Form**
This "No Exposure" Certification form applies to Industrial Activities as defined in 40CFR122.26(b)(14), excluding construction activities (i.e. 40CFR122.26(b)(14)(ii)).
- CWB NOI Form E**
This Notice of Intent is for coverage under Appendix E for the discharge of once through cooling water less than one (1) million gallons per day.
- CWB NOI Form H**
This Notice of Intent is for coverage under Appendix H for the discharge of treated process wastewater associated with petroleum bulk stations and terminals.
- CWB NOI Form D**
This Notice of Intent is for coverage under Appendix D for the discharge of treated effluent from leaking underground storage tank remedial activities.
- DMR**
Discharge Monitoring Report Form
- Request to Access a Government Record Form**
Request to Access a Government Record Form
- CWB Notice of Cessation**
This Notice of Cessation form is to notify the Department that the activity and/or discharge has ceased.
- Solid Waste Disclosure Form**
Solid Waste Disclosure Form

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e-Permitting Portal Application Forms

- Custom-designed for each permit application by permitting staff
- Guided process through entire application (drop-downs, geospatial map, mouse-over, Help, FAQs)
- Improved data accuracy and completeness
- Ability to save partially completed form at any time
- Application history for easier renewal submissions
- Flexible and easy to create and modify application forms and workflow processes by permitting staff

Data Entry
Completeness Checklist

Home Finder Reports Dashboard Users Organizations Applications History Help Andy Matsumoto Sign Out

Steps: [Entry](#) > [Processing Info](#) > [Review](#) > [Certify & Submit](#) > [Payment](#) > [Confirmation](#)

Data Entry

This step allows you to fill out the application form and to validate the information provided. The application form is divided into separate application sections as listed on the left. Please fill out each relevant section.

The indicators next to the sections names on the left will denote validity of each section. A red x indicates the section has an omission or invalid value. A yellow star indicates that the section has not yet been visited. A green check indicates a complete section.

Once the application is complete and all sections show a green check, click on the "Next Step" button to proceed.

Please note that this application is not be visible available to the HI DOH until you have completed the Certify and Submit step for this application.

Application Sections

- ✓ Applicant
- ✓ Permit Type
- ✓ Location
- ✓ Activity
- ✓ Equipment
- ✓ Duration

Community Noise Permit

(Submission Id: 15N-5D79-CGTR, v1)

This Section shall include the company or individual's name , mailing address and telephone number. In addition, the authorized individual and title shall be included. The authorized individual shall be responsible for the Community Noise Permit and shall be responsible to all permit matters. The authorized individual shall sign the certification section of the permit application.

Application Information

Name
Authorized Individual *
Joe Aloha

Title:
President and CEO

Company Name
ABCDEFGH Construction

Phone Number (e.g., 555-555-5555) *
808-999-9999

Mailing address
Street Address:
919 Ala Moana Blvd, Room 312

City:
Honolulu

Postal Code:
96814

State/Province/Region:
Hawaii

Country:
United States

Application Information

Application Step Indicator

Next Section

Steps: [Entry](#) > [Processing Info](#) > [Review](#) > [Certify & Submit](#) > [Payment](#) > [Confirmation](#)

Save for Later

Next Step

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e-Permitting Portal

Application Submission

- Applications can be assigned to current priorities
- Highlight Clean Energy Projects
- Ability to track application status

The screenshot displays the 'Community Noise Permit' application submission page. The header includes the Department of Health logo and navigation links. The main content area shows the 'Processing Information' section with a 'Steps' progress bar indicating the current stage is 'Processing Info'. Below this, the 'Community Noise Permit' details are shown, including the submission ID '15N-5D79-CGTR, v1'. The form includes several dropdown menus for selecting the reason for submission, fee categorization, and applicable project types. A red arrow points to the 'Renewable Energy' option in the project types list. The footer contains contact information and copyright details.

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Steps: Entry > Processing Info > Review > Certify & Submit > Payment > Confirmation

Processing Information

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nam mollis nisi in purus scelerisque vel adipiscing ipsum lacinia. Nulla facilisi. Ut vitae uma est. Aliquam ut purus velit. Phasellus augue est, porta sed euismod a, pellentesque nec neque. Etiam sed metus orci.

Community Noise Permit
(Submission Id: 15N-5D79-CGTR, v1)

Please specify the reasons for the submission (e.g., new permit, existing permit renewal or permit modification) and specify any applicable project types. If a project type is specified, you will be required to also justify why the project may be eligible for the specified project type.

Select the reason for this submission: *

New

Select the appropriate fee categorization for your application: *

Base Fee

Select applicable project types:

ARRA Project
Green House Gas Emissions Reduction
Renewable Energy
Waste Reduction, Reuse, Recycle

Use the "Ctrl" key to select multiple options

If selected, please provide referential information for your selection:

This project is a part of [..]

Steps: Entry > Processing Info > Review > Certify & Submit > Payment > Confirmation

Save for Later Previous Step Next Step

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e-Permitting Portal Online Payment

- Allow online payment for permit application fees
- Secure & proven payment processor - PayPal
- All credit card / bank account info between customer and PayPal.
- No credit card and bank information kept by DOH.

Permit Application Name & Number

Permit Application Fee Amount

Your order summary

Descriptions	Amount
Community Noise Permit (Submission ... Item number: 891ed50b-e000-4460-... Item price: \$25.00 Quantity: 1	\$25.00
Item total	\$25.00
Total \$25.00 USD	

PayPal Information

Choose a way to pay
PayPal securely processes payments for Kevin Lyons's Test Site

[Have a PayPal account?](#)
Log in to your account to pay

PayPal

[Create a PayPal account](#)
And pay with your debit or credit card

[Learn more about PayPal](#) - the faster, safer way to pay.

Country:

Credit card number:

Payment Types:

Expiration date: mm / yy /

CSC:

What is this?

First name:

Last name:

Address line 1:

Address line 2 (optional):

City/State:

ZIP code:

Telephone: 555-555-1234

Email:

Choose a PayPal password: 8 characters minimum

Re-enter password:

By clicking the button below, I agree to the [PayPal User Agreement](#) and [Privacy Policy](#).

Payments processed by **PayPal**

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e-Permitting Portal Management Review Dashboard

- Improved visibility of outstanding permit actions
- Better permit processing timeliness metrics
- Can effectively manage workload and priorities

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Processing Dashboard

Environmental Health Administration | Select Organization

view summary for organization

Find Submission:

Assigned To: Me | Organization | Unassigned In Org

Filter:

Active Submissions

Total records: 31 Showing 31 (filtered) total records

#	Date Submitted	Age	Target	Description	Status	Assigned To	Current Step(s)	Actions
152-6X0V-F8RW	8/18/2011 1:27:47 PM	25		Test Application 8/17/2011 10:30:02 AM	Submitted (None)		UNASSIGNED	
152-93M8-79HV	8/18/2011 3:31:06 PM	25		Test Application 8/17/2011 10:30:02 AM	Submitted (None)		UNASSIGNED	
155-3GFK-KS0A	8/22/2011 5:48:12 AM	21		test simple app 2	Submitted (Due)	Elaine Lake	Additional Information Requested - Elaine Lake	
155-DD2K-W4KB	8/22/2011 3:40:23 PM	21		Solid Waste Management Permit Application Clarification Worksheet	Submitted (None)		NONE	
155-4WYQ-NFP 1	8/22/2011 7:08:23 AM	21		Test: Simplified UIC Application	Submitted (Due)	Jaime	Administrative Review Performed - Jaime	
155-	8/22/2011	21		test simple app 2	Submitted	Your Name	Additional Information	

Age - Days since Date Submitted

Status - Submitted/Deemed Complete/In-Review/Applicant Action Required/Issued or Denied/On Hold (Financial Status)

Current Step - a finer breakdown of application's workflow steps

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e-Permitting Portal

Benefits

Efficiencies

- Reduced back-and-forth with applicant
- Allows notes for efficient communication
- DOH able to quickly compare submitted application versions

Transparency

- Applicant has ability to track submitted application
- Ability to provide automatic email notifications to applicant of completed application's milestone.

Resources

- New and modified application forms & workflow processes are customized by in-house program staff.
- Submission history allows the applicant to submit permit renewals easier and faster.



e-Permitting Portal

Accessing the e-Permitting Portal:

<https://eha-cloud.doh.hawaii.gov/>

- or -

DOH Home Page (What's New):

<http://hawaii.gov/health>



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e-Permitting Portal

Contact Information

Andy Matsumoto, Environmental Information Manager, EHA

Email: andy.matsumoto@doh.hawaii.gov

Phone: (808) 586-4641

Funding Partnership with:

DBEDT - Renewable Energy

Project Consultant:

Windsor Solutions, Inc.



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e-Permitting Portal

Thank You!



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