Release Summary for AFMSS 2

Version 1.2.3.4 released on June 30, 2017

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(BLM/ Operator)- 713: Allows users to view all versions of deficiency letters if multiple are submitted

Current functionality only allows users to view the most recent version of a deficiency letter. If edits are made to deficiencies after the operator sends the APD back, only the most recent version will be available to view which would overwrite the original 10-day letter. This feature will save all versions of deficiency letters if more than one is created.

After each letter is generated and the prepare letter task is completed, for electronic APD’s, an email will be sent to the operator (cc’ing the adjudicator) with the new letter attached. After it is sent, users will be able to open the APD in their “My Monitor” tab and view all versions of the deficiency letter, based upon the date that they were created:

(BLM) AFMSS-754: Ability to Deny a Request to Extend

When AFMSS 2 was built the ability to deny an extension request was not developed. Now the BLM has the ability to Approve or Deny an extension request.

Scenario 1: Operator requests and extension
Scenario 2: Auto extension request due to 45 day timer

(BLM) AFMSS-798: Adjust the 10-day Letter Deadline

To ensure that the 10-day letter is sent out in time, the tasks that apply to this letter have been set with the following deadlines. These deadlines are only a recommendation to assist offices with meeting the 10-day letter deadline.

<table>
<thead>
<tr>
<th>Task</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review APD</td>
<td>No deadline</td>
</tr>
<tr>
<td>Assign Analyst</td>
<td>1 day from the Review APD Complete Date</td>
</tr>
<tr>
<td>Engineer/Geology/Adjudication and Surface Reviews</td>
<td>8 days from the Review APD Complete Date</td>
</tr>
<tr>
<td>Prepare 10-day Letter</td>
<td>9 days from the Review APD Complete Date</td>
</tr>
<tr>
<td>Review 10-day Letter</td>
<td>10 days from the Review APD Complete Date</td>
</tr>
</tbody>
</table>

** For Paper APDs, the Prepare Letter step occurs at 10 days, as it is done by the Adjudicator and not the Authorized Officer.

(BLM):824- Permanently reassign specialist tasks to another user

If a specialist is initially assigned tasks for an APD/ NOS and for some reason cannot complete them, this enhancement allows those tasks to be temporarily or permanently assigned to another user.

After entering the Task Forwarding tab, the user can search for a particular APD or NOS in progress for their office. After finding the task the user will click the Forward button and select which member of their office they wish to assign the task to. If they want to permanently reassign the task, they will check the Assign future
tasks check box and then click save. The system will automatically route any remaining tasks for that specialist to the new user for the remainder of the workflow.

NOTE: Tasks that are assigned to a group do not show up in Task Forwarding Screen. This screen only returns tasks that are directly assigned to a user.

(Blake/ Operator)- 868: Ability to Cancel NOS on BLM side/ Operator Notification

This was developed to allow the BLM to cancel an NOS without having to send it back to the operator and having them complete the cancellation.

Additional Documentation:

Description

Additional documentation

- Travel_Auth_02.21.2017.docx

The BLM specialist will have the option to provide a reason for the cancellation, which will then be outlined in an email that is automatically sent to the operator after it is cancelled.
Finally, a report will be created in the now archived NOS, where BLM folks can go in to review when and why the NOS was cancelled.

### (BLM) AFMSS-880: Allow Post Deficiency Reviews to be executed at the same time

A change was made to the workflow in release 1.2.3 that make the surface person finish their review first before the others can proceed just in case the surface person calls for another onsite which “could” change information for the other reviewers. When talking to the specialists it was noted that they do not like this change and would like all reviews to be executed in parallel. The workflow will now allow specialist to review all at the same time again.

### (BLM/ Operator): AFMSS-910- Return/ Reject comments and Reports for NOS/ APD

When an NOS/ APD is returned or rejected by an adjudicator, this will allow the adjudicator to enter comments as to why they are sending it back or rejecting the application. After returning/ rejecting, electronic submissions will generate an email to the operator, notifying them of the action (adjudicator’s will be cc’d). A separate report will then be created in the monitoring section for BLM users to view at any time.
(BLM) AFMSS-913: 30 Day letter reminder email and Deferral task grouping in worklist

1) When the COA tasks are created in the system, the system will now initiate a timer to make sure that specialists are completing the tasks in the allotted 30 day time period. An email will now be automatically sent to the adjudicator assigned to the APD 25 days after the tasks are created, reminding them to have the specialists either complete the COA tasks or call for a deferral.

2) A new section is being added in both the paper and electronic APD worklist for all BLM users. This section is called “My Deferred APD Worklist”. This work was outlined in the AFMSS-911 ticket.

When a deferral is requested and approved for an APD, the assigned tasks for the deferral will then be moved into this new section. It will contain all of the APD information, along with the task deadline, as established by the deferral date. This will allow specialists to more easily determine which APD’s have been deferred and when they need to be completed by. As the tasks are deferral tasks, this section will only be for Engineers, Surface Specialists, and Geologists.

(BLM): §14- Combine the Check Lease Validity and Adjudication Review for NOS

This feature will combine the tasks “Check Lease Validity” and “Adjudication Review” under the task “Adjudication Review” to save time for the NOS workflow.

New NOS Workflow

Commented [1]: +kkitchen@blm.gov
+bbowerman@blm.gov This description is only part of the ticket. The main feature involves combining two task together and adding a copy feature. Can on of you add to this one please and let me know when you are done? Let me know if you need help.

Commented [2]: Added to it, let me know if you want more!

Commented [3]: Marked as resolved

Commented [4]: Re-opened
+bbowerman@blm.gov Thank you Bri. I broke it up just a little more and added an image of the workflow. I think we got it now!
The copy feature has been added to this task to allow the adjudicator to utilize the copy function for reviews on multiple NOSs for their field office. After filling out the required Review information for one task, the adjudicator can now select the Copy button and pick other “Adjudication Review Tasks” that are pending from the same operator to copy information to.

After submitting, all selected NOS’s will move forward in the workflow process simultaneously.

(BLM/Operators) AFMSS-915: Add well header information to My Monitor section above the reports
The information in the Well Header is now displayed above the reports from the Monitoring screen.
(BLM) AFMSS-919: Execute the Record NEPA task with COA tasks.
The surface specialists can save time by completing the Record NEPA Documentation task along with the Surface approval/COA task. They will both now be executed at the same time.

(BLM) Bug Fix WO0000000312329: Problem with Downloading Surface Use Plan
It was found that as Surface Use Plan was throwing errors upon selecting the link to download or view the information. Fix has been deployed to allow the information to be rendered in the browser.

(BLM): Bug Fix INC000000299124: Prohibit System from Accepting Empty Payment Fields
It was found that the system would accept applications with spaces, rather than values, entered into the application fee section of the APD application. This has been fixed so that users are required to enter at least one letter or number.

(BLM): Bug Fix AFMSS-855: 30-Day Letter Includes Deferral Date
The 30-day letter has been fixed to include the line: “We expect your APD to be approved by (Month, Day, Year).” This date is the “Deferral Date” that the Authorized Officer enters. This applies to both Paper and Electronic APDs.
Dear Operator:

This is the Notice of Deferral letter pursuant to Onshore Oil and Gas Order, Number 1, Section 11.E.2.c.

As the BLM previously stated, the Application for Permit to Drill (APD) submitted for the above referenced well is a complete application. This letter is to inform you that the BLM was not able to complete processing that APD after determining the APD was complete.

Reasons for not processing the APD:

After we receive/complete the necessary documents from the above parties, our estimated time frame to complete our analysis and make a decision on the APD will be within the following number of days: 1.

We expect your APD to be approved by June 20, 2017.

At this point in the process, you may request a Suspension of Operations and/or Production for your lease. Once submitted, the BLM will process this request as appropriate.