

Permit Process Flow Timeline Tracking - PSM

Project Name: Northern Michigan University

OLT No.: _____

PSM No.: 2005-0023

PTI No.: 126-05

No.	Event/Activity with PSM (max W/T)	Event Responsibility	Date Due	Day of Completion	Date Completed	Days Left	Status	Comments
1	Applicant Contacts AQD Unit Supervisor	Applicant/Unit Supervisor	-----	-20	5/16/05	-----	-----	
2	Unit Supervisor Assigns Permit to Engineer, Info Provided to Applicant	Unit Supervisor/Engineer	5/18/05	-18	5/16/05		-2	
3	PSM Number Assigned	Permit Screener	5/18/05	-16	5/16/05		-2	
4	PSM Scheduled, Package Sent to Applicant	Engineer	5/18/05	-14	5/20/05		2	package sent to applicant on 5/13/05; 5/17/05--sent note to find out who from the company should be involved and what dates work for the PSM; out of office 5/18 and 5/19; 5/20/05--called Randy Russell to follow up on my email note; he gave me a list of attendees and we scheduled the PSM for the morning on June 8
5	Applicant PSM Package Received by AQD	Applicant	5/27/05	-7	6/1/05		5	PSM scheduled for June 8 so package is due by June 1
6	Engineer Provides PSM Agenda to Applicant and Confirms with Telephone Call	Engineer	6/6/05	-2	6/6/05		0	
7	PSM, Start of Formal Process	Engineer, AQD Permit Team, Applicant Permit Team	6/8/05	0	6/8/05		0	
8	Application Received by AQD	Applicant	6/22/05	14	6/8/05		-14	
9	Application Screened and Provided to Unit Supervisor/Engineer	Permit Screener	6/13/05	19	6/8/05		-5	
10	Preliminary Conditions Sent to Applicant for Concurrence	Engineer	NA	NA	NA			
11	Look-See #1 - Formal Progress Check Complete	Engineer, AQD Permit Team, Applicant Permit Team	NA	NA	NA			
12	Outstanding Issues Resolved	Engineer/Applicant	NA	NA	NA			
13	Evaluation Complete	Engineer	NA	NA	NA			
14	Draft Conditions Finalized, Provided to District Staff	Engineer	6/11/05	22	6/8/05		-3	
15	Received District Concurrence on Finalized Conditions	AQD District Staff/Engineer	6/13/05	27	6/8/05		-5	
16	Send Proposed Final Conditions to Applicant	Engineer	6/10/05	29	6/8/05		-2	
17	Applicant Provides Comments on Final Conditions to AQD	Applicant/Engineer	6/22/05	43	6/10/05		-12	
18	Look-See #2 Completed, Issue Permit (if no response from applicant and no public participation required)	Engineer, AQD Permit Team, Applicant Permit Team	NA	NA	NA			
19	Resolve Conditions with Applicant	Engineer/Applicant	NA	NA	NA			
20	Public Participation Documents Drafted and Provided to Section Chief	Engineer	6/17/05	50	6/10/05		-7	
21	Section Chief Completes Review	Section Chief	6/12/05	52	6/13/05		1	6/12 was on a Sunday
22	Beginning of Public Comment Period	Engineer/Dept. Analyst	6/19/05	58	6/20/05		1	6/19 was on a Sunday
23	End of Public Comment Period	Engineer/Dept. Analyst	7/23/05	91	7/20/05		-3	
24	Recommended Decision and Response to Public Comments	Engineer	8/10/05	112	7/21/05		-20	
25	Section Chief Completes Review	Section Chief	7/23/05	114	7/21/05		-2	
26	Final Permit Documents Completed by Dept. Analyst	Dept. Analyst	7/23/05	116	7/21/05		-2	
27	Permit Approval Date	Decision Maker	7/25/05	120	7/21/05		-4	
28	Final Permit Documents Completed by Secretary	Secretary	NA	NA				
	Overall Early/Late Status						-74	

Permit Process Flow Timeline Tracking - No PSM

Project Name: ExxonMobil Oil Corporation - Flint Terminal

OLT No.: _____

PSM No.: NA

PTI No.: 138-05

No.	Event/Activity with No PSM (max W/T)	Event Responsibility	Date Due	Day of Completion	Date Completed	Days Left	Status	Comments
1	Application Received by AQD	Applicant/AQD Clerical	-----	0	5/24/05	-----	-----	
2	Application Screened and Provided to Unit Supervisor	Permit Screener	5/31/05	7	5/25/05		-6	
3	Unit Supervisor Assigns Permit Engineer and Returns Application to Permit Screener	Unit Supervisor	5/27/05	9	5/25/05		-2	
4	PTI No. Assigned, Letter to Applicant with PTI No., Engineer and other Necessary Info	Permit Screener	5/26/05	10	5/25/05		-1	
5	Technical Completeness Reviewed and Additional Info Requested from Applicant	Engineer	6/6/05	22	6/3/05		-3	
6	Engineer Completes Follow-Up Phone Call with Applicant	Engineer	NA	NA	na			
7	Conference Call Conducted if Necessary	Engineer, AQD Permit Team, Applicant Permit Team	NA	NA	na			
8	Additional Info Submitted by Applicant	Applicant	NA	NA	na			
9	Look-See #0 - Formal Progress Check Complete	Engineer, AQD Permit Team, Applicant Permit Team	NA	NA	na			
10	Preliminary Conditions Sent to Applicant for Concurrence	Engineer	7/23/05	43	7/11/05		-12	
11	Look-See #1 - Formal Progress Check Complete	Engineer, AQD Permit Team, Applicant Permit Team	7/15/05	47	7/15/05		0	
12	Outstanding Issues Resolved	Engineer/Applicant	NA	NA	na			
13	Evaluation Complete	Engineer	NA	NA	na			
14	Draft Conditions Finalized, Provided to District Staff	Engineer	7/18/05	50	7/22/05		4	Received comments on preliminary draft from both district staff and company. Made sure to incorporate those comments into the draft - had to research some things to do so.
15	Received District Concurrence on Finalized Conditions	AQD District Staff/Engineer	7/27/05	55	7/22/05		-5	
16	Send Proposed Final Conditions to Applicant	Engineer	7/24/05	57	7/22/05		-2	
17	Applicant Completes their Review of Final Conditions	Applicant/Engineer	8/5/05	71	7/25/05		-11	
18	Look-See #2 Completed, Issue Permit (if no response from applicant and no public participation required)	Engineer, AQD Permit Team, Applicant Permit Team	NA	NA	NA			
19	Resolve Conditions with Applicant	Engineer/Applicant	NA	NA	NA			
20	Public Participation Documents Drafted and Provided to Section Chief	Engineer	NA	NA	na			
21	Section Chief Completes Review	Section Chief	NA	NA				
22	Beginning of Public Comment Period	Engineer/Dept. Analyst	NA	NA				
23	End of Public Comment Period	Engineer/Dept. Analyst	NA	NA				
24	Recommended Decision and Response to Public Comments	Engineer	NA	NA				
25	Section Chief Completes Review	Section Chief	NA	NA				
26	Final Permit Documents Completed by Dept. Analyst	Dept. Analyst	NA	NA				
27	Permit Approval Date	Decision Maker	7/29/05	75	7/26/05		-3	
28	Final Permit Documents Completed by Secretary	Secretary	7/28/05	77			0	
	Overall Early/Late Status						-41	