

Information Letter 2006 – 02

May 18, 2006

Digital Plan Submissions

Purpose

Alberta Sustainable Resource Development will be implementing the next phase of digital plan submissions effective June 5, 2006.

Phase 1 was implemented in August 2005. Implementation of this next phase is being coordinated with the new Electronic Dispositions System (EDS).

All surface dispositions identified to be submitted digitally effective June 5, 2006 will need to be checked and submitted through the new EDS.

Once implemented, 95 percent of all disposition plans submitted with applications and amendments for surface dispositions will be digital. The spatially referenced plans will contribute to present and future efficiencies when compiling the Digital Integrated Dispositions (DIDs) Mapping Project and approving surface dispositions.

Background

Alberta Sustainable Resource Development manages approximately 220,000 active surface dispositions on public land in accordance with the *Public Lands Act* and related legislation and policies.

The number of applications continues to increase annually. Last year a record 20,000 applications were filed. Each application for a disposition on public land requires that a plan be included indicating the extent of the activity being applied for and its proximity to existing dispositions.

Procedure

All surface activity plans identified for digital submission must be submitted to a secure Plan Confirmation Service (PCS) website for virus checking, level checking, zipping and encrypting, prior to submitting to the department through EDS.

Plan packages that are approved by the system will be processed, encrypted and sent back to the submitter with a confirmation number. The existing website used for submitting plans directly to Sustainable Resource Development will not be available once the new system has been implemented.

There will be a one-month “grandfathering” period until July 4, 2006 for:

- Digital plans submitted to SRD prior to June 5, 2006. (Applications for these plans can only be submitted by paper)

Note: All digital plans submitted after June 5, 2006 must be processed through PCS and submitted through EDS.

Dispositions requiring digital plans are listed in [Application/Amendment/Plan Formats Document](#).

Clients will need to acquire a GOA account and password in order to access the Plan Confirmation System and EDS. [The form](#) to acquire a GOA account and the [Digital Plan Submissions Standards and Procedures Document](#) are posted on the PLFD Website.

Contacts

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To use the government’s toll-free Rite Line, dial 310-000 and enter the phone number.