

ADVISORY GROUP ON Elimination of Duplicative and Non-Essential Services

PROPOSAL #: AGDNES #22

SUBJECT: DNR - Oil & Gas Permitting and Reporting

DATE ADOPTED BY ADVISORY GROUP: 11/02/09

COMMISSION ACTION: _____

DATE: _____

RECOMMENDATION: Automate Dept. of Natural Resource's oil and gas permitting and reporting processes under the Office of Conservation.

Summary Description/Nature of Change	Key/Implementation Responsibilities	Need	Action Needed	Benefit/Saving	Done/ Study
The Office of Conservation under DNR should develop a plan to automate the oil and gas permitting and reporting processes. Once all of these processes are implemented and moved to the Baton Rouge office from the district offices, a reduction of 12 positions could be realized	DNR/Office of Conservation; Information Technology Systems	The Office of Conservation, due to a historic lack of one time funding, has not fully automated the oil and gas permitting and reporting processes. Task of data entry would no longer be required of office personnel allowing more time to audit and analyze information submitted; and allow regulated community an easier and direct means of meeting report filing deadlines.	Implementation will require assistance of Information Technology Section as well as funding. Additionally, the development of these many processes will require interaction between staff and IT representatives.	Automation would eliminate the need for initial entry of application information by office personnel, reduce paper management, and streamline periodic filings by the regulated community. Once implemented, savings would be achieved as functioning systems are phased-in, however, such savings can not be quantified at this time. These reductions would result in a cost savings of approximately \$636,000.00	Potential savings could be realized through a reduction in the space needed for records storage, possible decrease in postage and mailing. The automation of the processes may save industry time in filing the application, and should save industry the cost of paper and mailing.