

ELECTRONIC SUBMISSIONS

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ELECTRONIC SUBMISSIONS

- Why?
 - ▶ Trend towards digital
 - ▶ Working to be more responsive to the needs of the public
 - ▶ Increase efficiency
 - ▶ Great interest in having us accept requests in a digital format
 - ▶ Storage becoming an issue for Corps (space, cost)
- Email sent to Consultants List on April 23, 2018
- Goal is to convert to electronic by January 1, 2019
 - ▶ Maybe as soon as October 1, 2018
- Interim, not final, solution



Instructions

- New requests send via email to:
 - ▶ SPKRegulatoryMailbox@usace.army.mil
- Existing requests, send email directly to PM
- The preferred method for submitting digital documents is email
- The preferred file format is pdf
- Individual documents (aquatic resources delineation, permit application, etc.) need to be submitted as separate files.



Email Size Limit

- The size limit for email is 40 MB.
- If over 40 MB, you must:
 - ▶ Use the AMRDEC SAFE ftp site:
<https://safe.amrdec.army.mil/safe/Welcome.aspx>
 - ▶ Mail a CD/DVD



What about hard copies?

- Still accepting hard copies when necessary
- Not necessary to submit if e-copy sent
 - ▶ Don't follow up with hardcopy



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AMRDEC SAFE ftp site



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