THE NATIONAL PERMITS PROJECT
NOAA FISHERIES
FISHERIES INFORMATION SYSTEM

Fisheries Information System (FIS) National Meeting

NMFS Permits Demo

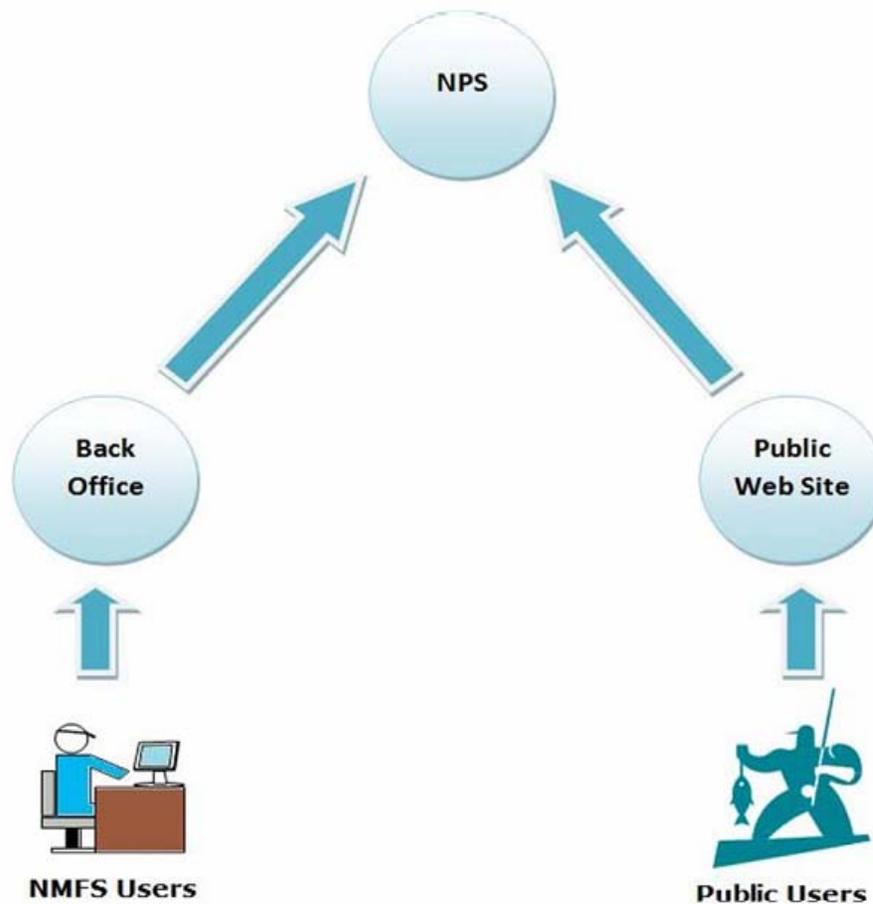Susan Molina & Jay O'Leary
Susan.Molina@noaa.gov and Jay.Oleary@noaa.gov
August 21-23, 2007

Parts of NMFS Permits

User Roles

The Back Office is composed of many modules such as:

- Core Data Search
- Coast Guard Lookup
- Permit Programs
- List of Values (LOV)
- Online Forms
- Permit Processing
- Document Library
- Permit Definitions
- Regional Information
- User Maintenance

- Permit Actions/Status
- Reporting
- Letter Generation
- Access Control
- PDF Generating
- Process Bin Management
- USPS Address Validation
- GC Sanction Checks
- Do-Not-Permit
- Fee Collection (pay.gov)*

The Back Office Module

NMFS Permit Programs

List of Values

Document Library

Permit Processes

Online Forms

Permit Definitions

Processing

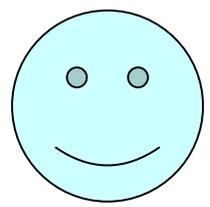Printing

Reporting

Access Control

Public Web Site
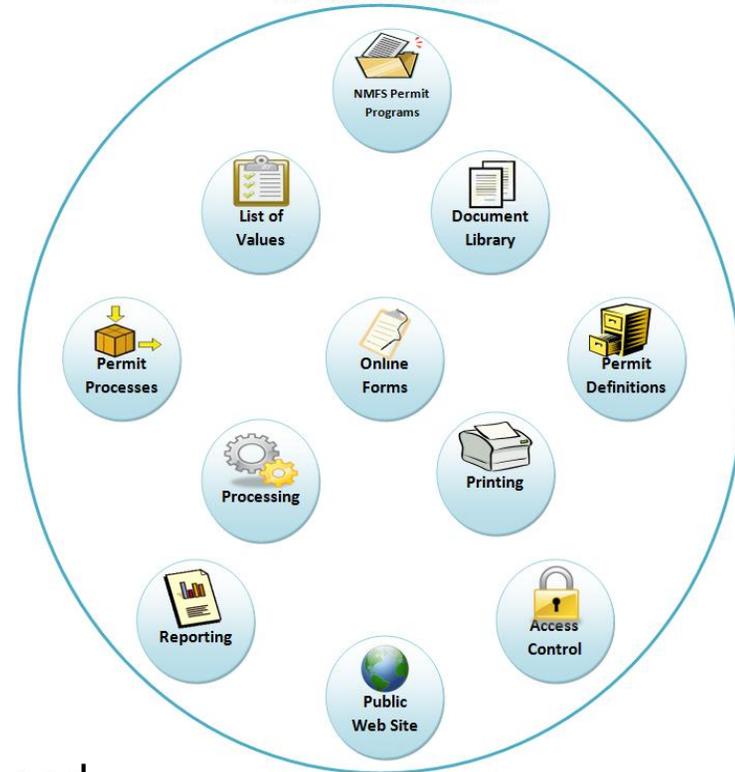
Together, these modules create, maintain, and process permits along with performing other functions
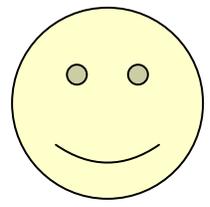
* Development

User Roles

Permits Manager
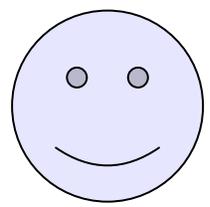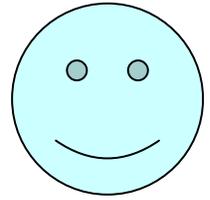
Permits Processor

Data User –
Law Enforcement

The Back Office Module

NMFS Permit Programs

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Printing

Reporting
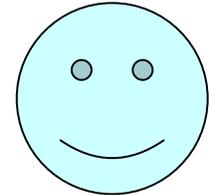
Public Web Site

Access Control

User Roles

Permits Manager

Tasks: Permits Manager Role

- **Manage The Permits Website**
  - ❑ Maintain information on the website
  - ❑ Regional contact information
  - ❑ Links to other websites
  - ❑ Down loadable forms
  - ❑ Set start/end times for information
- **Manage Users**
  - ❑ Create/maintain NMFS users of the system
 - ❑ Access control/privileges

Ted

Tasks: Permits Manager Role

- **Prepare System for Permit Processing**
  - ❏ Permit Programs
    - ■ Introduce new permit programs to the system
  - ❏ Manage Pick Lists
    - ■ Create/maintain shared lists of values
  - ❏ Online Forms
    - ■ Define online data collection forms
    - ■ Properties, conditions, sections
  - ❏ Permit Process Activities
    - ■ How permits will be processed
  - ❏ Document Library
    - ■ Required and offered documents
  - ❏ Permit Definition Releases (versions)
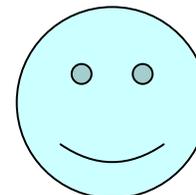   - ■ Put it all together and make available

Ted
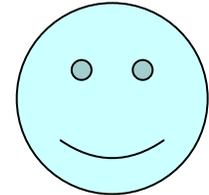
Tasks: Permits Manager Role

- **When Are Tasks Performed?**
  - ❑ Rarely – Setup once / use many times
- **Approach Ideas**
  - ❑ Make standardized templates to copy
    - ■ Standard permit definition
    - ■ Standard Online Form
    - ■ Standard Permit processing
  - ❑ Online Forms Contain Business Logic
    - ■ Filter access based on action
      - ❑ I.e. Renewals don't change owners

Ted

View Demo

Tasks of the permits manager role

User Roles

Permits Processor
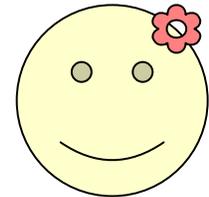
Tasks: Permits Processor Role

- Enter New Permit Request
  - ❑ Identify/match appropriate online form
  - ❑ Data entry of paper form
  - ❑ Save with status
- When Are Tasks Performed?
  - ❑ Often – every application
- Approach Ideas
  - ❑ Work with multiple requests simultaneously
    - Save under draft/on-hold status
    - Manage processing clock
    - Auto-fill data
    - Use conditional sections
    - User automated checks
    - One-click renewals

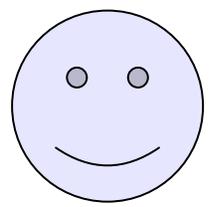Pam

View Demo

Tasks of the permits processor role

User Roles

The Back Office Module

Data User –
Law Enforcement

Data Users

- **Sharing Data**
  - ❑ Search core entities
  - ❑ Drill down/through relationships
- **Augment data with external sources**
  - ❑ Vessel augmented with USCG, State
  - ❑ Business, people?
- **External sources checks**
  - ❑ Sanction, USCG, Do-not-permit, VMS
- **Reports**

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View Demo

Data access and sharing

Wrap Up

Questions…