Chapter 5.1 Completing Application Information Details: Administration

Application Management System Administration Tab

5.1

Information relating to the company representatives (and consultants) involved in application development is captured on the administrative tab. Anyone providing information on behalf of an applicant, and who wishes to access the application, must be registered and appropriate security roles assigned in the Regulator's corporate registry in order to be selected in AMS. For more information on this registration process, see Chapter 2 of this manual.

If the applicant company provides the representative with application security roles within the Regulator's corporate registry, the representative is able to view applications for which they have been included as a representative, and contribute application data or information.

- Contact information is mandatory for the following representative types:an archaeology contact, if the application contains an archaeological component,
- an engineering contact, if the application contains an engineering component, and
- a registered forest professional contact, if the application falls within a timber harvesting land base and new cut is required.

These contacts are identified as the individuals who provided information under their professional reliance within the application and will receive an e-mail notification and an attached report relevant to the information provided upon submission of an application to the Regulator.

Please Note:

This manual is written as a whole and available to industry in sections to allow permit holders to access activity chapters. It is prudent of the permit holder to review the manual in its entirety and be aware of the content in other sections of the manual.