



RULIS Utility Permit Application Workflows

This process workflow document describes how Utility Permit Applications are created, updated through stages, submitted for review and approval, and completed.

The Utility Permit Workflow examples below identify the workflow through which the permit application is currently progressing.

Explanation	Example
Utility Permit Design Workflow	00002/20230626/08559/12345
Utility Permit Application Workflow	00002/20230626/08559/12345/UP
Utility Permit Inspection Workflow	00002/20230626/08559/12345/UP/I
Utility Permit Amendment Workflow	00002/20230626/08559/12345/UP/A

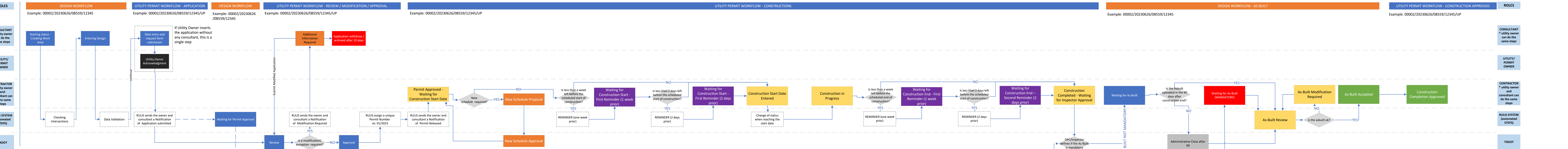
This document contains the following workflow diagrams:

- [Standard Workflow](#)
- [Exception to Policy Workflow](#)
- [Amendment Workflow](#)



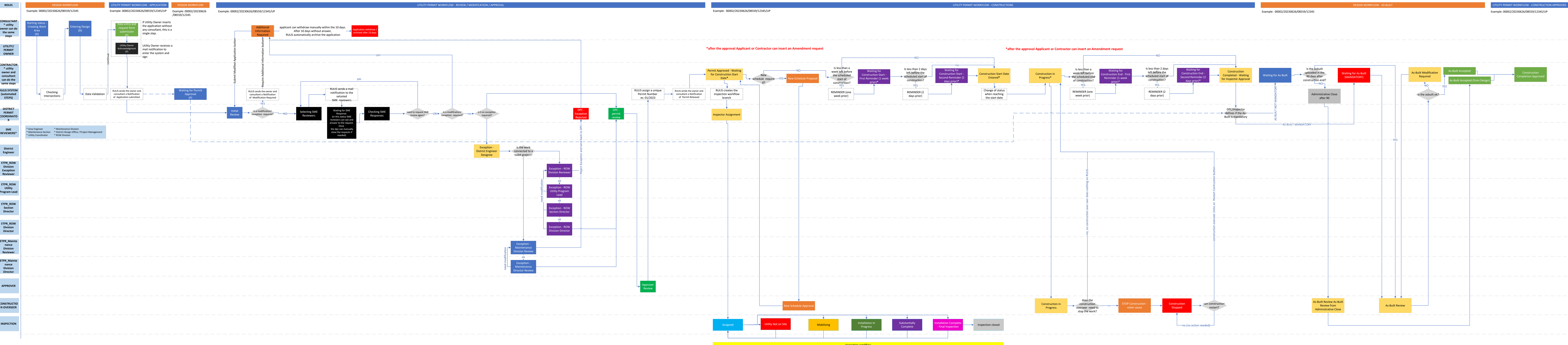
More information about Utility Permit Application statuses and the color-coding used in this workflow can be found in the [RULIS Status Definitions Job Aid](#).

STANDARD WORKFLOW



More information about Utility Permit Application statuses and the color-coding used in this workflow can be found in the [RULIS Status Definitions Job Aid](#).

EXCEPTION TO POLICY WORKFLOW



eg code: 00002/20230626/08559/12345/UP/1

- ROLES
- CONSULTANT
utility owner can do the same steps
- UTILITY/ PERMIT OWNER
- CONTRACTOR
utility owner and consultant can do the same steps
- RULIS SYSTEM (automated STEPS)
- DISTRICT PERMIT COORDINATOR
- SME REVIEWERS*
* Area Engineer
* Maintenance Division
* District Design Office / Project Management
* KPRV Division
- District Engineer
- ETPR_ROW Division Exception Reviewer
- ETPR_ROW Utility Program Lead
- ETPR_ROW Section Director
- ETPR_ROW Division Director
- ETPR_Maintenance Division Reviewer
- ETPR_Maintenance Division Director
- APPROVER
- CONSTRUCTION OVERSEER
- INSPECTION

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- SME REVIEWERS*
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- ETPR_ROW Division Exception Reviewer
- ETPR_ROW Utility Program Lead
- ETPR_ROW Section Director
- ETPR_ROW Division Director
- ETPR_Maintenance Division Reviewer
- ETPR_Maintenance Division Director
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- CONSTRUCTION OVERSEER
- INSPECTION

AMENDMENT WORKFLOW

