

## USER'S REGISTRATION AND SECURITY AGREEMENT ONLINE SUBMITTAL OF COMMUNITY WATER SYSTEM SERVICE AREA BOUNDARY MAP

**Note: You must have a DEP GreenPort Account before completing this User's Registration.**

<b>User Information</b> (Complete a separate request form for each User and/or System)
Full Name:
Title:
Mailing Address of User:
City, State, Zip Code:
User Telephone Number:
GreenPort Username:
GreenPort Email Address:
<b>Community Water System Information</b>
WUDS PF ID or PWS ID:
System Name:
Relationship to the system (i.e. owner, employee, consultant, etc.):

### Security Agreement for User:

Your electronic access to the Department of Environmental Protection's (DEP) GreenPort Reporting System (System) and submittal of a service area boundary map(s) is conditioned upon and pursuant to the following terms and conditions:

- Your access to DEP's System is a privilege and not a right. Access for you to engage in electronic reporting is at the sole discretion of DEP and may be terminated at any time and without notice.
- Access to the DEP System for purposes of this agreement alone is limited to the time that you are either a) an employee of the entity who is gathering and submitting data or b) an independent contractor entity who is gathering and submitting data to DEP.
- You are responsible for the security of your GreenPort user name and GreenPort password which are not to be shared with any other individual at any time during the course of this agreement. Failure to adhere to this provision may result in the immediate termination of your access and possible legal action by DEP for any direct, indirect or consequential damages that your breach of security caused.
- In the event that you believe the security of your GreenPort user name and/or password have been breached, you are required to immediately self-report the incident to DEP at 717-705-3768. You will then be instructed by DEP as to any further action required.
- You agree that all electronic reporting made pursuant to this designation will be in the manner prescribed by DEP. In the event of any conflicting instructions, the instructions of DEP shall control your activities. You agree to also comply with any amendments issued as to the electronic filing of data during the course of this agreement or alternatively, terminate your participation as to your activities governed by this agreement with notice to DEP.
- By signing this agreement you understand and agree that that any data or documents filed electronically under your GreenPort account was, in fact, filed by you and only by you. You have no authority to delegate your access to any third party. Failure to adhere to this provision may result in the immediate termination of your access and possible legal action by DEP for any direct, indirect or consequential damages that your breach of security caused.

- You agree to engage in no activities during this agreement that would be knowingly incompatible with the software, equipment, or network of DEP.
- You will not knowingly file false or erroneous data or documents to DEP during the term of this agreement.
- You agree that all electronic access and filings shall be in accordance with any applicable Federal laws and the laws of the Commonwealth of Pennsylvania.
- You agree to immediately provide to DEP any changes as to any information that has been requested as part of the security verification process within thirty (30) days of any change. Failure to do so may result in the immediate termination of your access.
- In performing the services required by this Security Agreement, User is an independent contractor and not an employee or agent of DEP or the Commonwealth of Pennsylvania and this Security Agreement shall be governed by and interpreted and enforced in accordance with the laws of the Commonwealth of Pennsylvania.
- DEP reserves the right to request additional security information as to any User.
- The User shall hold DEP and the Commonwealth harmless from and indemnify DEP and the Commonwealth against any and all claims, demands and actions, including attorney's fees and costs based upon or arising out of any activities performed by the User under this Security Agreement.

*I agree that the use of my GreenPort password to submit data and records to DEP constitutes an electronic signature. I understand that an electronic signature is taking place every time I use my password to submit data and records to DEP.*

*I intend to be bound by my electronic signature. I authenticate the electronic data and record and attest to the statements contained within. I understand that my electronic signature is fully binding and has the same legal effect as an original, handwritten signature under the Electronic Transactions Act, 73 P.S. § 2260.101. I understand that submitting another individual's electronic signature or attesting to false statements in an electronic record may be subject to substantial civil and criminal penalties, including, but not limited to, 18 P.S. § 4904 relating to Unsworn Falsification to Authorities. If I discover that information I have submitted is incorrect, I will notify the DEP immediately.*

By entering my name below, I do hereby say, verify and attest to the information provided for this User's Registration and Security Agreement for Electronic Submittal of Service Area Boundary Maps as being true and accurate to the best of my knowledge, information and belief, under penalty of perjury, and subject to the penalties of 18 Pa. C.S. § 4904 relating to unsworn falsification to authorities.

User's Name	Date

Please return completed form to:

Bureau of Safe Drinking Water  
 PO Box 8467  
 Harrisburg, PA 17105-8467  
 FAX: 717-772-5630

or emailed to: [RA-EPServiceArea@pa.gov](mailto:RA-EPServiceArea@pa.gov)

For help contact the DEP Helpdesk at 717-705-3768 or [depgreenporthelpdesk@state.pa.us](mailto:depgreenporthelpdesk@state.pa.us)

For Office Use Only

	Name	Date
Approved By		