

## Agenda Item E: Public Comments Web Portal Attachment 1 – Screen Shots from the Portal

This document contains screen shots from the Siting Public Comments portal and docket. The screen shots are illustrative of what a user will see when using the system.

In this example, we are looking at the screens for entering a public comment for a project at the DPO phase.

### Initial Screen

ODOE

Home > Siting Public Comment

## Siting Public Comment

\* Required Field

### Project Selection

**Project \***  
Please select the project that you are interested in commenting on

Siting Test Project

Next

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## Siting Public Comment

### Public Comment Form for the Draft Proposed Order (DPO) phase

Thank you for your interest in providing comments on this project. There are several methods available to provide comments that are described below.

#### Comment Options

- Using this comment form. If you submit comments using this form you will receive an automatic response to the email address which you will provide on a subsequent screen. If you do not receive an automatic response, please contact Wally Adams, Operations and Policy Analyst; walter.adams@oregon.gov or 971-273-9778.
- Email to [energy.siting@energy.oregon.gov](mailto:energy.siting@energy.oregon.gov)
- Fax to 503-378-6457
- Verbally at the NOI Public Information meeting
- Mail to  
Oregon Department of Energy  
Attn: Facility Siting  
550 Capitol Street NE  
Salem, OR 97301

#### Additional Resources

A number of online resources are available to help understand how the siting process works.

- The Public Guide to Energy Facility Siting can be found here: [Public Guide](#)
- A flowchart which shows the Energy Facility Siting process can be found here: [EFSC-Process-Flowchart.pdf \(oregon.gov\)](#)
- Other helpful information can be found on the facility siting webpage, found here: [State of Oregon: Facilities - Energy Facility Siting](#)

Submitting a comment does not register you to receive email notifications from Oregon Department of Energy. If you would like to sign up for future email notices please visit the following link: [Sign Up For Email Updates](#)

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## Siting Public Comment

### Draft Proposed Order (DPO) Public Comment Period

When the DPO is issued, the Department will provide notice of and schedule a public comment period and hearing. A public hearing will be held at the conclusion of the comment period. The start and end dates of the public comment period for the DPO of the following project are:

**Project**

Siting Test Project

**Start Date**

2/6/2022

**End Date**

2/28/2022

Written comments, sent via this online comment portal, email, regular mail, fax, or hand-delivery, may be submitted at any time until the close of the record. **The Council will not accept or consider any further public comment on the site certificate application or on the draft proposed order after the close of the record of the public hearing.**

In order to preserve the right to raise an issue in the contested case phase, a person must comment on the record of the DPO, either in writing or orally at the DPO hearing. To preserve that right, a person must:

- 1. Raise issues that are within EFSC jurisdiction.** This means an issue must be associated with one of the applicable EFSC standards or other laws applicable to the proposed facility. Commenters should reference which standard their issue relates to.
- 2. Raise issues on the record of the public hearing.** A person must raise the issue in person at the public hearing or in a written comment submitted after the date of the notice and received by the Department before the deadline.
- 3. Raise issues with "sufficient specificity" to afford EFSC an adequate opportunity to respond, including a statement of facts that support the person's position on the issue,** including identifying the standard or OAR that is at issue. Simply listing the standard is not considered sufficiently specific.

After the DPO hearing, EFSC members will review the DPO at a public meeting, typically its next regularly scheduled meeting. In advance of this meeting, the Council will receive all comments submitted on the record of the DPO. The Council has the opportunity to question staff about the proposed facility and about the Department's recommendations, and may direct staff to modify sections of the DPO or respond to additional issues raised during the DPO hearing process.

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# Commenter's Contact Information Screen

Home > [Siting Public Comment](#)

## Siting Public Comment

\* Required Field

### Contact Information

<b>Organization Name</b> <input type="text" value="ODOE"/>	<b>Organization Type</b> <input type="text" value="State or Federal Government"/>
<b>First Name *</b> <input type="text" value="Walter"/>	<b>Last Name *</b> <input type="text" value="Adams"/>
<b>Email Address *</b> <input type="text" value="walter.adams@energy.oregon.gov"/>	<b>Phone Number</b> <input type="text" value="971-273-9778"/>
<b>Street 1</b> <input type="text" value="550 Capitol St NE"/>	<b>Street 2</b> <input type="text"/>
<b>City</b> <input type="text" value="Salem"/>	<b>State</b> <input type="text" value="OR"/>
<b>Zip/Postal Code</b> <input type="text" value="97301"/>	

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# Comment Input Submission Screen

Home > [Siting Public Comment](#)

## Siting Public Comment

After entering your comments, you must hit the Submit button at the bottom of this page for your submission to be recorded.

### Public Comment Details - Siting Project DPO

**Project Name**

Siting Test Project

**Comment Period Start Date**

2/6/2022

**Comment Period End Date**

2/28/2022

[Create](#)

Name ↑	ASC Exhibit	Page Number(s)	Council Standards
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No comments have been added yet. Please use create button above to add one or more comments before submitting.

[Previous](#) [Submit](#)

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# DPO Comment Input Screen 1

**ODOE** | Public Comments - | Financial Assistance - | Statute & Rules - | Data - | Contact Us - | Sign in

Home > Siting

## Siting

After entering submission

## Public Comments

Project Name: Siting Test Project

Comment Period: 2/6/2022

Name ↑

No comments

Previous Submit

Select Language

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### Create

**\* Required Field**

This form will enable you to enter a comment. If you have additional comments, they can be added individually by repeating this process for each topic. Each comment will appear separately on the summary screen.

**Comment Summary**

This is a test

**Application for Site Certificate (ASC) Exhibit**

Please choose from the drop-down menu if this comment is related to an exhibit in the ASC.

Exhibit C - Proposed Facility Location

**Page Number(s)**

Please indicate which Exhibit page number(s) this comment relates to in the Application for Site Certificate.

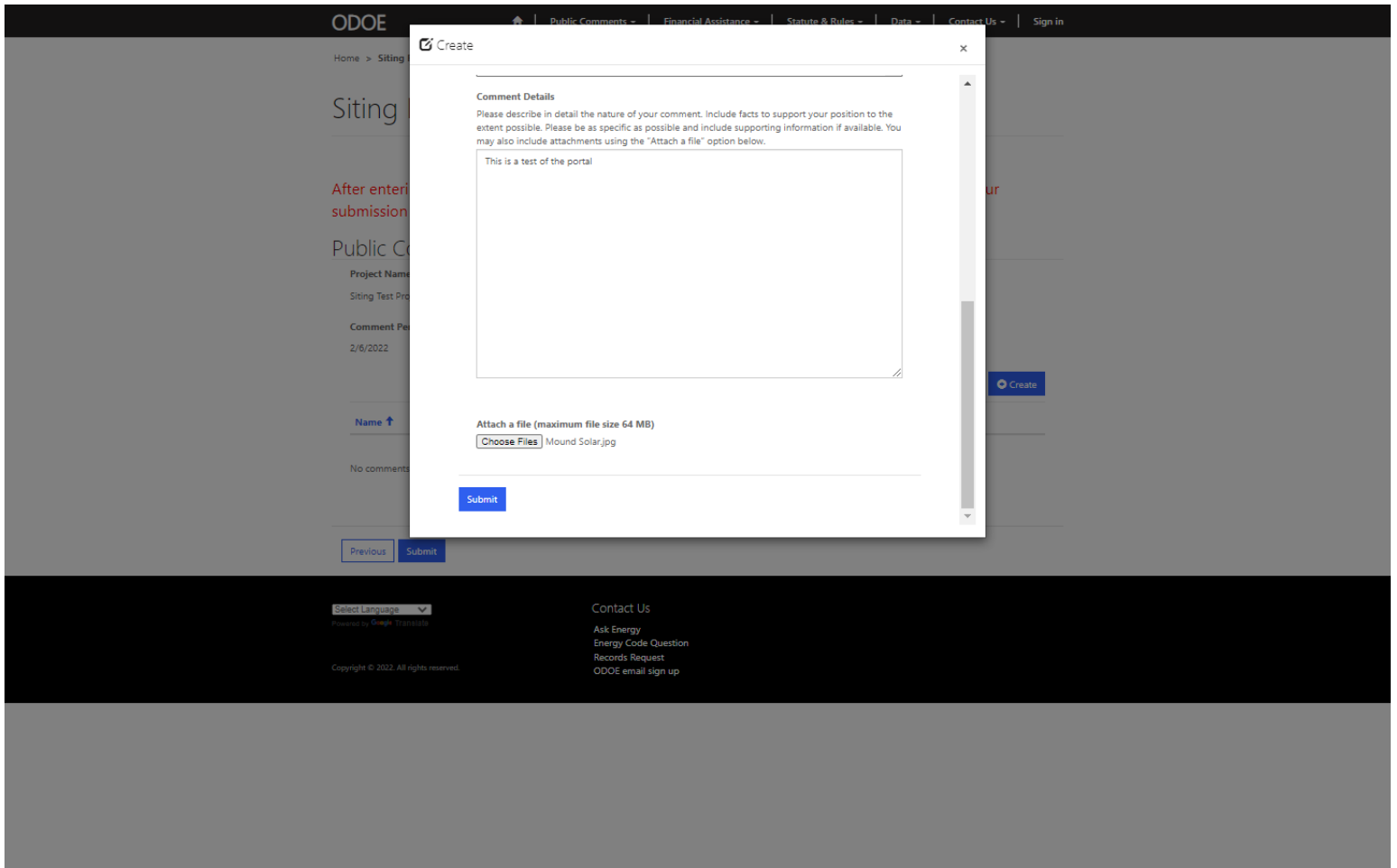
12

**Council Standards**

Please indicate which Council standards this exhibit relates to. To select multiple items, hold down the Ctrl (control) key and click on each item to select/deselect.

- ODAR 345-022-0000 - General Standard of Review
- ODAR 345-022-0010 - Organizational Expertise
- ODAR 345-022-0020 - Structural Standard

## DPO Comment Input Screen 2



# Comment Input Submission Screen

## Siting Public Comment

After entering your comments, you must hit the Submit button at the bottom of this page for your submission to be recorded.

### Public Comment Details - Siting Project DPO

**Project Name**

Siting Test Project

**Comment Period Start Date**

2/6/2022

**Comment Period End Date**

2/28/2022

[Create](#)

Name ↑	ASC Exhibit	Page Number(s)	Council Standards
This is a test	Exhibit C - Proposed Facility Location	12	OAR 345-022-0000 - General Standard of Review <input type="checkbox"/>

[Previous](#) [Submit](#)

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## Comment Submission Validation Screen

ODOE



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[Financial Assistance -](#)

[Statute & Rules -](#)

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[Home](#) > [Siting Public Comment](#)

### Siting Public Comment

Submission completed successfully.

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## Comment Email Verification

The screenshot shows an Outlook window with the title bar 'Thank you for your comment! - Message (HTML)'. The ribbon includes 'File', 'Message', 'Help', and 'Foxit PDF'. The 'Message' ribbon is active, showing options like 'Delete', 'Archive', 'Reply', 'Reply All', 'Forward', 'Quick Steps', 'Move', 'Tags', 'Editing', 'Read Aloud', 'Zoom', 'Phish Alert', 'Dynamics 365', and 'Viva Insights'. The main content area displays the email text: 'Thank you for your comment!' from 'ODOE ITService \* ODOE' to 'ADAMS Walter \* ODOE', dated 'Thu 2/10/2022 8:28 AM'. The email body contains a thank-you message and a contact link for Wally Adams.

Thank you for your comment!

 ODOE ITService \* ODOE  
To  ADAMS Walter \* ODOE

[Reply](#) [Reply All](#) [Forward](#) [...](#)

Thu 2/10/2022 8:28 AM

Thank you for submitting a comment using ODOE's new online comment portal. If you had any issues submitting your comment or have any suggestions on how to improve the system, please contact Wally Adams, ODOE Operations and Policy Analyst at [walter.adams@energy.oregon.gov](mailto:walter.adams@energy.oregon.gov)

# Siting Docket Landing Page

Home > Siting Docket

## Siting Docket

The Oregon Department of Energy accepts comments at various phases of projects that fall under the jurisdiction of the Energy Facility Siting Council (EFSC). Comments may be submitted in a variety of ways: through our public comment portal, emails, letters, etc. The agency consolidates these comments regardless of the source into a database which can be accessed through this webpage.

You may use the menu choices on the left to narrow your search by Project, Phase, Comment Source, or Date Range, and then click Apply Filter. If your selection results in more comments than can be displayed on one screen, use the navigation numbers or arrows at the bottom of the screen to scroll through the pages.

To display a comment, either click on the comment ID hyperlink or click on the small arrow symbol (v) to the right of the comment to view the comment. To view attachments, scroll to the bottom of the comment; any attachments that are part of the comment will be displayed. Click on the attachment to download, then open the downloaded file to view the attachment.

Project	Comment ID	Project	Comment Summary	source	Project Phase	Comment Date	
	<a href="#">2022-0110</a>	<a href="#">Siting Test Project</a>	This is a test	portal	DPO	2/10/2022	▼
	<a href="#">2021-0271</a>	<a href="#">Siting Test Project</a>	Informal Rulemaking comment test	portal	INFORMAL RULEMAKING	10/26/2021	▼
	<a href="#">2021-0266</a>	<a href="#">Siting Test Project</a>		portal	FORMAL RULEMAKING	10/25/2021	▼
	<a href="#">2021-0265</a>	<a href="#">Siting Test Project</a>		portal	INFORMAL RULEMAKING	10/25/2021	▼
	<a href="#">2021-0264</a>	<a href="#">Siting Test Project</a>	2	portal	INFORMAL RULEMAKING	10/25/2021	▼
	<a href="#">2021-0229</a>	<a href="#">Siting Test Project</a>	Concerns about impacts to wetlands	portal	AMD-A	10/18/2021	▼
	<a href="#">2021-0223</a>	<a href="#">Siting Test Project</a>	1	portal	FORMAL RULEMAKING	10/15/2021	▼
	<a href="#">2021-0220</a>	<a href="#">Siting Test Project</a>	test 2	portal	AMD-B	10/15/2021	▼
	<a href="#">2021-0220</a>	<a href="#">Siting Test Project</a>	test 3.7	portal	AMD-B	10/15/2021	▼
	<a href="#">2021-0220</a>	<a href="#">Siting Test Project</a>	test	portal	AMD-B	10/15/2021	▼

< 1 2 3 >

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# Siting Docket Comment Display

**View details**

**Comment Summary**  
This is a test

**Comment Date**: 2/10/2022

**source**: portal

**Siting Project Phase**: DPO

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**Comment Details**

**Application for Site Certificate (ASC) Exhibit**  
Exhibit C - Proposed Facility Location

**Page Number(s)**: 12

**Council Standards**: —

Comment ID	Project	Comment	Source	Standard	Date
2021-0229	Siting Test Project	Concerns about impacts to wetlands	portal	AMD-A	10/16/2021
2021-0223	Siting Test Project	1	portal	FORMAL RULEMAKING	10/15/2021
2021-0220	Siting Test Project	test 2	portal	AMD-B	10/15/2021
2021-0220	Siting Test Project	test 3.7	portal	AMD-B	10/15/2021
2021-0220	Siting Test Project	test	portal	AMD-B	10/15/2021

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