

Coal Mine Public Notice Tracking Sheet

Observer / Organization: _____

Date Entered: _____

1. Public Notice Information

Field	Details
Notice Type	<input type="checkbox"/> New Permit <input type="checkbox"/> Permit Revision <input type="checkbox"/> Reclamation Plan <input type="checkbox"/> Other: _____
Mine / Project Name	_____
Operator / Company	_____
State / Local Agency	_____
Federal Agency (if applicable)	_____
Notice Publication Date	_____
Comment Period Start	_____
Comment Period End	_____
Submission Instructions	_____
Reference Number / Permit Number	_____

2. Notice Summary

- **Purpose of Notice / Proposed Action:**

- **Potential Impacts (environmental, health, property, community):**

- **Key Maps / Attachments:**

3. Action Tracking

Action	Completed?	Notes
Read full public notice	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Identify key concerns	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Draft comment letter	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Submit comment letter	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Follow-up questions / meetings	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Track agency response / final decision	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____

4. Additional Notes

Observer Signature: _____