RULIS Status Definitions

A RULIS Job Aid

Roles Impacted

TxDOT Internal Users
External Users

Last Revised

December 1, 2023

STATUS DEFINITIONS

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Introduction

The purpose of this document is to define all the statuses in the Right of Way Utility and Leasing Information System (RULIS). You will see multiple lines on your Submitted Application Status page because the Utility Permit Application is divided into multiple parts, each with its own workflow and unique statuses: the **Design**, the **Utility Permit** (/UP), the **Inspection** (UP/I), and, if necessary, an **Amendment** (/UP/A). If a status is specific to the Design or Inspection workflows, this will be noted in the definition.

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Status Definitions

Status	Color	Definition
Creating Work Area	🔵	Initial status when Utility has started a new permit. *Design only.*
Entering Design	🔵	Utility is working on drawing the design in work area and entering utility attributes. *Design only.*
Data Entry and Request Form Submission	⚫	Utility is working on answering Utility Permit Application questionnaire.
Utility Owner Acknowledgment	⚫	Permit that was created by Utility Consultant is routed to Utility Owner for acknowledgment.
Waiting for Permit Approval	🔵	Once the Utility Permit Application is sent to TxDOT for Initial Review, the status of the design moves to Waiting for Permit Approval until the permit is Approved. *Design only.*
Initial Review	🔵	The permit is sent to the District Permit Coordinator for review.
Additional Information Required	🟠	The Utility Permit is pending with the Utility for additional information after the District sent it back with a modification request.
Application Withdraw/Archived After 10 days	🔴	After **10 calendar days** with no response to additional information required, the Utility Permit is automatically withdrawn/archived.
Utility Permit Approved	🟢	Waiting for Construction Start Date - Utility Permit has been approved and the Utility has the option to enter an updated Construction Start Date.
Utility Permit Approved OB	🟢	The Approved Utility Permit has moved to a queue to be uploaded to OnBase, TxDOT's records repository.
Permit Approved – Waiting for Construction Start Date	🟡	The Utility Permit has been Approved and is pending a construction start date from the Utility.
New Schedule Proposal	🟠	Utility has proposed a new timeframe (start and end construction dates).
New Schedule Approval	🟠	District Permit Coordinator is in the process of approving the proposed timeframe.
Waiting for Construction Start - First Reminder (1 week prior)	🟣	Utility has been notified that their construction start date begins in **1** week.
Waiting for Construction Start - Second Reminder (2 days prior)	🟣	Utility has been notified that their construction start date begins in **2** days.

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STATUS DEFINITIONS

Construction Start Date Entered	🟡	Utility entered a new construction start date.
Construction in Progress	🟡	The Utility is on the job site.
STOP Construction - Enter Cause	🔴	TxDOT has stopped construction and is entering reason.
Construction Stopped	🔴	Construction on the job site has been stopped.
Waiting for Construction End - First Reminder (1 week prior)	🟣	Utility has been notified that their construction end date is in **1** week.
Waiting for Construction End - Second Reminder (2 days prior)	🟣	Utility has been notified that their construction end date is in **2** days.
Construction Completed - Waiting for Inspector Approval	🟡	Construction end date has passed, and the Utility is waiting on Inspector Approval.
Waiting for As-Built	🔵	As-Builts are optional. District Permit Coordinator or Inspector have not required As-Builts for the permit. *Design only.*
Waiting for As-Built (Mandatory)	🔴	As-Builts are mandatory. District Permit Coordinator or Inspector require As-Builts for the permit. *Design only.*
As-Built Review	🟡	As-Builts are being reviewed by TxDOT. *Design only.*
As-Built Modification Required	🟡	The Utility is required to modify As-Builts. *Design only.*
As-Built Accepted	🟢	TxDOT has accepted the As-Builts. *Design only.*
Construction Completion Approved	🟢	The Utility Permit and all associated work has been completed.
Selecting SME Reviewers	⚫	The District Permit Coordinator is selecting Subject Matter Experts (SMEs) to review the Utility Permit.
Waiting for SME Response	⚫	The District Permit Coordinator is waiting for responses from Subject Matter Experts (SMEs) that are reviewing the Utility Permit.
Checking SME Responses	⚫	The District Permit Coordinator is reviewing the responses from Subject Matter Experts (SMEs) that reviewed the Utility Permit.
Exception - District Engineer Designee	🟡	The appropriate District Engineer is being assigned to review an Exception to Policy for the Utility Permit.

STATUS DEFINITIONS

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Exception - Maintenance Division Review	🔵	The Maintenance Division is reviewing an Exception to Policy for the Utility Permit.
Exception - Maintenance Director Review	🔵	The Maintenance Director is reviewing an Exception to Policy for the Utility Permit.
Exception - ROW Division Reviewer	🟣	The Right of Way (ROW) Division is reviewing the Exception to Policy for the Utility Permit. This happens if the Utility Permit is connected to a TxDOT Project.
Exception - ROW Utility Program Lead	🟣	The Right of Way (ROW) Utility Program is reviewing the Exception to Policy for the Utility Permit. This happens if the Utility Permit is connected to a TxDOT Project.
Exception - ROW Section Director	🟣	The Right of Way (ROW) Division Section Director is reviewing the Exception to Policy for the Utility Permit. This happens if the Utility Permit is connected to a TxDOT Project.
DPC - Exception Rejected	🔴	The Exception to Policy was denied and the Utility Permit has been sent back to the District Permit Coordinator.
DPC - Permit Review	🟢	The Utility Permit is sent back to the District Permit Coordinator for further review.
Approver Review	🟢	The Utility Permit Approver is reviewing the permit. *Note: This is the final status before Utility Permit Approval.*
Inspector Assignment	🟡	The District Permit Coordinator is assigning an Inspector to the Utility Permit. *Inspection only.*
Assigned	🔵	The Utility Permit has been assigned to an Inspector. *Inspection only.*
Utility Not on Site	🔴	The Inspector has noted that the Utility is not currently on the job site. *Inspection only.*
Mobilizing	🟡	The Inspector has noted that the Utility is on the job site preparing to begin work. *Inspection only.*
Installation in Progress	🟢	The Inspector has noted that the Utility's work is in progress. *Inspection only.*
Substantially Complete	🟣	The Inspector has noted that the Utility's work is mostly completed. *Inspection only.*
Installation Complete - Final Inspection	🟣	The Inspector is completing their final inspection. *Inspection only.*
Inspection Closed	⚫	The Inspection has been completed. *Inspection only.*

If you have additional questions, please email us at:
ROW_Applications_Helpdesk@txdot.gov

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