



Facilities Services Compliance Calendar

Revised date: 3/24/2017

Due Date	Reporting Requirement	Description	Agency
January			
February			
28, 2018	THECB	Peer Review Team Audit of MSU's space, FY2018 Qtr 2.	
March			
1	TCEQ	Superfund Amendments and Reauthorization Act (SARA) Tier II report generated by consultant, HRP Associates.	
10	TCEQ	Report of Surface Water Used for the Year Ending 20XX. MSU is permitted to use water out of Sikes Lake for irrigation, but we have never actually used any. We must report our use via form WRPERM_4283_CO_20170301 to TCEQ every year, even if it is zero gallons.	
31	Texas Comptroller of Public Accounts	International Fuel Tax Agreement quarterly (one month after the end of the quarter).	
April			
May			
June			
30	THECB	MP1.	
31	Texas Comptroller of Public Accounts	International Fuel Tax Agreement quarterly (one month after the end of the quarter).	
July			
August			
31	Texas Fleet System	Daily fuel, maintenance, and vehicle ending mileage to (it is sent every month, but not due until end of the year).	
-	State Office of Risk Management	Within a day of the incident, Workers Comp reports, as well as other claim related reports.	
September			
31	Texas Comptroller of Public Accounts	International Fuel Tax Agreement quarterly (one month after the end of the quarter).	

Due Date	Reporting Requirement	Description	Agency
October			
8	TCEQ Dam Safety Section	Yearly update to the Emergency Action Plan for the Sikes Lake dam.	
15	THECB	Campus Condition Index, deferred maintenance reports.	
30	SORM	SORM 200 Risk Management Report.	
November			
1	LBB per Executive Order RP 49	Energy management master plan update.	
1	THECB	Room inventory and building inventory, CMBO11 & CMB014 reports.	
December			
31	Texas Comptroller of Public Accounts	International Fuel Tax Agreement quarterly (one month after the end of the quarter).	