

# Site Remediation Reform Act (SRRA) Listserv Archives

## February 6, 2017 - [SRRA]: Reminders - Form Submissions as Readable PDFs, Timeframe Compliance Notifications, and Fee/Oversight Cost Payments prior to RAO Issuance

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**To:** srra@listserv.state.nj.us  
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**Subject** [SRRA]: Reminders - Form Submissions as Readable PDFs, Timeframe Compliance Notifications, and Fee/Oversight Cost Payments prior to RAO Issuance

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### Form Submissions as Readable PDFs

Reminder to please use the latest version of the Site Remediation Reform Act forms available at [www.nj.gov/dep/srp/srra/forms/](http://www.nj.gov/dep/srp/srra/forms/). In addition, when submitting an electronic copy of a PDF, remember to submit all forms in readable/searchable PDF format. DO NOT PRINT AND SCAN THE FORM. Readable PDFs allow the Department to read and extract data electronically from the form. In addition, submitting readable PDFs improves the efficiency of administrative processing, as well as the inspection and review process. Forms submitted in a scanned format will be rejected.

### Timeframes Compliance Notifications

Pursuant to the Regulations of the New Jersey Site Remediation Professional Licensing Board (Board Rules; N.J.A.C. 7:26I-6.8), LSRPs have affirmative obligations with respect to notifying the person responsible for conducting the remediation and the Department regarding remediation timeframes.

Specifically, an LSRP must notify the person responsible for conducting the remediation in writing when, in his or her professional judgment, a regulatory timeframe referenced in the Administrative Requirements for the Remediation of Contaminated Sites (N.J.A.C. 7:26C-3) is unlikely to be met. In addition, an LSRP must notify the person responsible for conducting the remediation and the Department in writing when, in his or her professional judgment, a mandatory or expedited site-specific timeframe referenced in N.J.A.C. 7:26C-3 is unlikely to be met. The notification to the Department must be made using the "Notice of Failure to Comply with a Mandatory or Expedited Site-specific Remediation Timeframe" form available at [www.nj.gov/dep/srp/srra/forms/](http://www.nj.gov/dep/srp/srra/forms/). LSRPs should complete and submit the form in accordance with the instructions.

Pursuant to N.J.A.C. 7:26I-6.18, LSRPs must keep their clients informed of each regulatory, mandatory, and expedited site-specific timeframe pertaining to their sites, the dates by which each component of the remediation must be completed to meet these timeframes, and the penalties and consequences if the timeframes are not met. LSRPs should keep a written record of such communications.

**Fees/Oversight Costs** Cost Payments prior to RAO Issuance LSRPs have the affirmative obligation to ascertain that all fees and oversight costs have been paid prior to issuing an RAO pursuant to N.J.A.C. 7:26C-6.2 and N.J.A.C. 7:26I-6.25. The status of payment of fees and oversight costs may be checked by viewing the Financial Obligation Summary Report on DataMiner ([http://datamine2.state.nj.us/DEP\\_OPRA/OpraMain/categories?category=SRRA](http://datamine2.state.nj.us/DEP_OPRA/OpraMain/categories?category=SRRA)). LSRPs that issue an RAO that certifies all fees and oversight costs have been paid, when that is not the case, may be subject to disciplinary action by the Site Remediation Professional Licensing Board.

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SRP Site Remediation Reform Act (SRRA) Web site: [www.nj.gov/dep/srp/](http://www.nj.gov/dep/srp/)

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