

Site Remediation Reform Act (SRRA) Listserv Archives

February 20, 2019 - [SRRA]: Incident/Communication Center Number Validation Process

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To: srra@listserv.state.nj.us
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Subject [SRRA]: Incident/Communication Center Number Validation Process

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The New Jersey Department of Environmental Protection (Department) has allowed LSRPs to electronically submit Case Documents (CIDs) through the NJDEP Online Portal since 2016. These submittals may include an "Incident/Communication Center Number" (Incident Number) associated to one or more Areas of Concern. Unfortunately, many submitted Incident Number values were invalid due to errors or misunderstanding the proper format to be used. This has required extensive follow-up and data cleanup by the Department.

An Incident Number validation process has been added to the CID upload in DEP Online remedial phase services. This process will check whether an Incident Number is formatted properly and is compatible with all known Department formats. Known formats formerly used by the Department include:

1. Original Incident Numbers issued before 1991 were in the format YY-MM-DD-HHMM;
2. Original Incident numbers issued from 1991 to 1997 did not include leading zeros for single-digit months and days. These zeros need to be added so that the current system can recognize the Incident Number. For example, an Incident Number that appears as "95-1-3-1842-02" needs to be entered as "95-01-03-1842-02";
3. Incident Numbers issued from 1991 to present included seconds in the format YY-MM-DD-HHMM-SS and seconds need to be included; and
4. Incident Numbers that have Enforcement Region designations that either replaced minutes or seconds or had a letter appended will still be accepted. For example, 93-06-07-SP01N, 85-12-04-04M, 90-10-19-1304N. If the LSRP has both the original Incident Number and the Enforcement Region modified value, the Department prefers the original Incident Number.

Please note that original Incident Numbers prior to 2002 can only be obtained via an OPRA request. Incident Numbers 2002 and later can be obtained via DEP DataMiner under the "Incidents and Complaints" report category. The instructions tab of the CID contains additional information. In addition, frequently Asked Questions about CIDs and Incident numbers can be viewed at www.nj.gov/dep/srp/srra/forms/faqs_online_service.pdf?version_1_1.

Also please note that when ground water contamination is verified from an off-site source, an incident is required to be reported in accordance with the Off-Site Source Ground Water Investigation Technical Guidance (www.nj.gov/dep/srp/guidance/srra/offsite_source_gw_investigation_guidance.pdf). The Incident number that will be used in the RAO notice "Contamination Remains On-site Due to Off-site Contamination" should not be included in the "Incident" column of the CID, because it is not for the case. The confirmed off-site source incident number should be referenced in the "Activity" column of the Off-site Source Ground Water AOC for completeness.

If you have additional questions, please email njdeponlinesupport@dep.nj.gov.

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

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