

Site Remediation Reform Act (SRRA) Listserv Archives

April 2, 2020 - [SRRA]: Electronic submittal of forms, documents, and applications to DEP email mailbox

From: owner-srra@listserv.state.nj.us; on behalf of; SRRA
<SRRA@dep.nj.gov>
To: srra@listserv.state.nj.us
Date & Time: 4/2/2020 11:22:00 AM
Subject [SRRA]: Electronic submittal of forms, documents, and applications to DEP email mailbox

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The New Jersey Department of Environmental Protection (NJDEP), Site Remediation and Waste Management Program (SRWMP) has established a dedicated email address, srp_submissions@dep.nj.gov, for submission of forms, documents, and applications for which services through NJDEP Online currently do not exist. This email address should be used for those forms, documents, and applications that specify mailing to the Bureau of Case Assignment & Initial Notice Site Remediation Program, NJ Department of Environmental Protection, 401-05H, PO Box 420, Trenton, NJ 08625-0420. Please note that forms, documents, and applications submitted through srp_submissions@dep.nj.gov have a maximum size limit of 25 MB. Documents larger than 25 MB should be split into smaller units and submitted separately and identified as part 1, 2,3 or saved into a drop box and the retrieval information sent via an email to srp_submissions@dep.nj.gov. If an electronic copy is submitted, a paper copy will not be required unless specifically requested by the NJDEP/SRWMP (the only exception to this is UST Registration questionnaires, as discussed below).

Electronic copies of documents and notice regarding drop box retrieval can also be emailed directly to an assigned case manager. Please note that case managers may request submittal of hard copies of certain documents, such as maps and figures. As noted above, a paper copy will not be required unless requested by a case manager.

For the NJDEP to identify and process the electronic form, the subject line of the email must contain the name of the form followed by the PI number.

Any form, document, or application which requires submission of a check for payment must still be submitted in its entirety, including the check, via paper copy. Do not email part of the submission and send the check separately via regular mail.

UST Registration questionnaires and associated documents should continue to be submitted via paper copy and emailed to srpustregistration@dep.nj.gov.

Please contact BCAIN at 609-292-2943 or the assigned case manager if there any questions on the above.

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

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