



**New Jersey Department of Environmental Protection**  
**Site Remediation and Waste Management Program**

**REMEDIAL TIMEFRAME NOTIFICATION FORM**

- Extension Request
- Lengthen Remedial Investigation Report (RIR) Timeframe Notification
- Contaminated Media Notification

Date Stamp  
 (For Department use only)

**SECTION A. SITE NAME AND LOCATION**

Site Name: \_\_\_\_\_

List all AKAs: \_\_\_\_\_

Street Address: \_\_\_\_\_

Municipality: \_\_\_\_\_ (Township, Borough or City)

County: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Program Interest (PI) Number(s): \_\_\_\_\_

Case Tracking Number(s) for this submission: \_\_\_\_\_

**SECTION B. NJDEP CASE MANAGER**

Do you have an assigned Case Manager? .....  Yes  No

If "Yes," please list the Case Manager: \_\_\_\_\_

**SECTION C. EXTENSION REQUEST**

*(Complete this section only if you are filing an extension request)*

An extension is requested to the regulatory timeframe pursuant to NJAC 7:26C-3.2(b) or the mandatory or site-specific timeframe pursuant to NJAC 7:26C-3.5 as follows:

Report Type	Current Regulatory Timeframe	Proposed Regulatory Timeframe**	Current Mandatory or Expedited Site-Specific Timeframe	Proposed Mandatory or Expedited Site Specific Timeframe
Initial Receptor Evaluation*				
Preliminary Assessment Report*				
Site Investigation Report*				
Remedial Investigation Report*				
Remedial Action Report*				
LNAPL Interim Remedial Measures Report*				
Immediate Environmental Concern Engineered System Response Action Report				
Immediate Environmental Concern Source Control Report*				
Other (write in):				
Other (write in):				
Other (write in):				

\* This report has a mandatory remediation timeframe  
 \*\* This date cannot exceed the mandatory remediation timeframe.

**Note:** Extensions to the regulatory timeframe are deemed approved provided the requirements of N.J.A.C. 7:26C-3.2(b) are met. If these requirements are not met, the NJDEP will notify the requestor in writing the extension is denied.

**Justification for Extension**

1. Describe the cause or causes of the need for additional time to complete the work:
  
2. Describe in detail the steps taken to minimize the additional time needed to complete the work:  
*(For any site where access is a cause of the need for additional time to complete the work, detail the steps taken to obtain access)*
  
3. Additional information:

**SECTION D. CONTAMINATED MEDIA NOTIFICATION (to Adjust RI/RA Regulatory Timeframes)**

*(Complete this section only when notifying the NJDEP of the discovery of contamination in any media other than soil.)*

Contamination was discovered in:

- Ground Water      Date: \_\_\_\_\_
- Sediment            Date: \_\_\_\_\_
- Surface Water      Date: \_\_\_\_\_

For sites not subject to N.J.S.A. 58:10C-27 wherein the remedial investigation must be completed by May 7, 2014, checking any box will increase the regulatory timeframe to complete the remedial investigation and remedial action from 3 years to 5 years and requires the Annual Remediation Fee Form be updated via the NJ Portal pursuant to N.J.A.C 7:26C-4.3(e).

**SECTION E. LENGTHEN RIR TIMEFRAME NOTIFICATION**

*(Complete this section only if you are lengthening the Remedial Investigation Report Regulatory Timeframe)*

1. Is the request for an Industrial Establishment subject to ISRA? .....  Yes     No
2. Indicate the number of additional years requested beyond the initial Remedial Investigation Report Regulatory Timeframe due date.    Number of Years: \_\_\_\_\_ (Maximum of 4 years)
3. The initial Remedial Investigation Report Regulatory Timeframe Due Date: ..... \_\_\_\_\_
4. The revised Remedial Investigation Report Regulatory Timeframe Due Date: ..... \_\_\_\_\_
5. Justification (check all that apply)
  - Access to real property not owned or controlled by the person responsible for conducting the remediation is required, or contamination has impacted an environmentally sensitive natural resource, as defined in N.J.A.C. 7:26E-1.8.
  - Ground water contamination exists in a consolidated aquifer or a dense non-aqueous phase liquid exists in ground water.
  - Ground water contamination exists in more than one aquifer or there are two or more distinct ground water contaminant plumes.
  - The person responsible for conducting the remediation wants a final remediation document for the entire site, the discharge was not discovered prior to May 7, 1999, and the site does not include an industrial establishment that the owner or operator are required to remediate pursuant to the Industrial Site Recovery Act, N.J.S.A. 13:1K-6 et seq., and the Industrial Site Recovery Act rules, N.J.A.C. 7:26B.

**SECTION F. LICENSED SITE REMEDIATION PROFESSIONAL INFORMATION AND STATEMENT**

LSRP ID Number: \_\_\_\_\_  
First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Phone Numbers: \_\_\_\_\_ Ext.: \_\_\_\_\_ Fax: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Municipality: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Email Address: \_\_\_\_\_

This statement shall be signed by the LSRP who is submitting this notification in accordance with N.J.S.A. 58:10C-14, and N.J.S.A. 58:10B-1.3b(1) and (2).

*(1) I certify, as a Licensed Site Remediation Professional authorized pursuant to N.J.S.A. 58:10C-1 et seq. to conduct business in New Jersey, that for the remediation described in this submission, and all attachments included in this submission, I personally: Managed, supervised, or performed the remediation conducted at this site that is described in this submission, and all attachments included in this submission; and/or periodically reviewed and evaluated the work performed by other persons that forms the basis for the information in this submission; and/or completed the work of another site remediation professional, licensed or not, after having: (1) reviewed all available documentation on which I relied; (2) conducted a site visit and observed the then-current conditions and verified the status of as much of the work as was reasonably observable; and (3) concluded, in the exercise of my independent professional judgment, that there was sufficient information upon which to complete any additional phase of remediation and prepare workplans and reports related thereto.*

*(2) I certify:*

- That I have read this submission and all attachments to this submission;*
- That in performing the professional services as the licensed site remediation professional for the entire site or each area of concern, I adhered to the professional conduct standards and requirements governing licensed site remediation professionals provided in N.J.S.A. 58:10C-16;*
- That the remediation conducted at the entire site or each area of concern, that is described in this submission and all attachments to this submission, was conducted pursuant to and in compliance with the remediation requirements in N.J.S.A. 58:10C-14.c;*
- That the remediation described in this submission, and all attachments to this submission, was conducted pursuant to and in compliance with the regulations of the Site Remediation Professional Licensing Board at N.J.A.C. 7:26I; and*
- That the information contained in this submission and all attachments to this submission is true, accurate, and complete.*

*(3) I certify, when this submission includes a response action outcome, that the entire site or each area of concern has been remediated in compliance with all applicable statutes, rules, and regulations and is protective of public health and safety and the environment.*

*(4) I certify that no other person is authorized or able to use any password, encryption method, or electronic signature that the Board or the Department have provided to me.*

*(5) I certify that I understand and acknowledge that:*

- If I knowingly make a false statement, representation, or certification in any document or information I submit to the Department I may be subject to civil and administrative enforcement pursuant to N.J.S.A. 58:10C-17.a.1(a)through (f) by the Board, including but not limited to license suspension, revocation, or denial of renewal; and*
- If I purposely, knowingly, or recklessly make a false statement, representation, or certification in any application, form, record, document or other information submitted to the Department or required to be maintained pursuant to the Site Remediation Reform Act, I shall be guilty, upon conviction, of a crime of the third degree and shall, notwithstanding the provisions of subsection b. of N.J.S.2C:43-3, be subject to a fine of not less than \$5,000 nor more than \$75,000 per day of violation, or by imprisonment, or both.*

*(6) I certify that I have read this certification prior to signing, certifying, and making this submission.*

LSRP Signature: \_\_\_\_\_ Date: \_\_\_\_\_

LSRP Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

**SECTION G. PERSON RESPONSIBLE FOR CONDUCTING THE REMEDIATION INFORMATION AND CERTIFICATION**

Full Legal Name of the Person Responsible for Conducting the Remediation: \_\_\_\_\_

Representative First Name: \_\_\_\_\_ Representative Last Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Ext.: \_\_\_\_\_ FAX: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Municipality: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Email Address: \_\_\_\_\_

This certification shall be signed by the person responsible for conducting the remediation who is submitting this notification in accordance with Administrative Requirements for the Remediation of Contaminated Sites rule at N.J.A.C. 7:26C-1.5(a).

*I certify under penalty of law that I have personally examined and am familiar with the information submitted herein, including all attached documents, and that based on my inquiry of those individuals immediately responsible for obtaining the information, to the best of my knowledge, I believe that the submitted information is true, accurate and complete. I am aware that there are significant civil penalties for knowingly submitting false, inaccurate or incomplete information and that I am committing a crime of the fourth degree if I make a written false statement which I do not believe to be true. I am also aware that if I knowingly direct or authorize the violation of any statute, I am personally liable for the penalties.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name/Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Completed forms should be sent to:

Bureau of Case Assignment & Initial Notice  
Site Remediation Program  
NJ Department of Environmental Protection  
401-05H  
PO Box 420  
Trenton, NJ 08625-0420