



New Jersey Department of Environmental Protection
 Site Remediation Program

**UNREGULATED HEATING OIL TANK (UHOT) SYSTEM
 REMEDIATION FORM**

Date Stamp
 (For Department use only)

SECTION A. SITE LOCATION

Incident Number/Communication Center Number: _____

Site Name: _____

Street Address: _____

Municipality: _____ (Township, Borough or City)

County: _____ Zip Code: _____

Program Interest (PI) Number(s): _____

Municipal Block(s) and Lot(s):

Block # _____ Lot(s) # _____ Block # _____ Lot(s) # _____

Block # _____ Lot(s) # _____ Block # _____ Lot(s) # _____

SECTION B. PERSON RESPONSIBLE FOR CONDUCTING THE REMEDIATION MAILING INFORMATION

Full Name of the Person Responsible for
 Conducting the Remediation/UHOT Owner: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

Telephone Number: _____

SECTION C. ENVIRONMENTAL PROFESSIONAL

The environmental professional is a:

Certified Subsurface Evaluator UST Cert # _____

Licensed Site Remediation Professional (LSRP) LSRP License # _____

First Name: _____ Last Name: _____

Firm Name: _____ Firm UST Cert # (if applicable) _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

Telephone Number: _____

SECTION D. REASON FOR SUBMISSION

Check all that apply:

	Fee
<input type="checkbox"/> Submission of a Remedial Action Report	\$400.00
<input type="checkbox"/> Re-issuance of NFA with Amended Form	\$100.00
<input type="checkbox"/> On Scene Coordinator Request for a Discharge to Surface Water Proposal.....	\$400.00

Note: To apply for a Permit-by-Rule (PBR) for a discharge to ground water, submit the "Discharge to Ground Water Permit By Rule Authorization Request Form" to the NJDEP. The form can be found at: <http://www.nj.gov/dep/srp/srra/forms>. Do not submit this form for a PBR proposal.

SECTION E. SITE CONDITIONS

Does an Immediate Environmental Concern (IEC) condition exist at the site? Yes No
 See NJDEP IEC guidance at: <http://www.nj.gov/dep/srp/guidance/index.html#iec>.

Current Use:

Industrial Undeveloped Residential Commercial Other _____

Special Conditions: (Check all that apply):

- Ground water contamination has exceeded a Ground Water Remediation Standard (GWRS) and a potable well (on site or off site) is located within 100 feet of the contamination.
- Ground water contamination has migrated beyond the property boundaries of the owner of the tank.
- A vapor intrusion investigation was conducted.
- A release from the tank resulted in a discharge to surface water and/or wetland.
- Residual contamination remains and supporting information is included.
- Remediation was conducted to a *site specific* impact to ground water remediation standard.
- The remediation of the soil and/or ground water is proposed or implemented with an On Scene Coordinator Request for a Discharge to Surface Water Proposal or a Permit-by-Rule Discharge to Ground Water Proposal.
- IEC condition was identified and has been addressed.

SECTION F. SITE SPECIFIC INFORMATION

Attach a map to this form providing tank/discharge location(s), the locations of all relevant buildings, sample location(s) and depth(s), sample results, and the location(s) of all potable wells within 100 feet of the UHOT (on and off site).

Tank Information (list each tank separately)

Type of tank (above or underground)	Size of tank (gallons)	Type of heating oil (#2, 4, 6 or kerosene)

1. The discharge was to: (check all that apply)
 - Soil Ground Water Surface Water Ecologically Sensitive Natural Resource (ENSR) Area
 - Other (specify): _____
2. How was the discharge identified? (check all that apply)
 - Sample Analysis Olfactory Visual Record/Loss of Product
 - Other (specify) _____
3. Were any of the following conditions present? (check all that apply.)
 - Soil Staining Distressed or Dead Vegetation Product Entering Storm Sewer
 - Off-site Migration of contamination Product Entering Basement Product Observed on Surface Water
 - Other (specify) _____

SECTION G. SOILS

1. Were soil samples collected consistent with N.J.A.C. 7:26E and the NJDEP's most recent Field Sampling Procedures Manual?..... Yes No
2. Were soil samples biased toward the most contaminated areas using field instruments and/or visual and olfactory observations? Yes No
 How was this accomplished? _____

3. Was the vertical and horizontal extent of soil contamination delineated prior to remediation? Yes No
4. Fully describe the method of soil remediation
5. What was the depth of the tank bottom? _____ feet
6. What was the maximum depth of soil remediation? _____ feet
7. Was contaminated soil removed from the site? Yes No
 If "Yes," How much soil was removed? _____ tons or cubic yards
 To what facility was it taken? _____
 Date(s) soil was removed: _____
8. If soil was reused on site, was sampling conducted consistent with NJDEP's rules and regulations and the Alternative and Clean Fill Guidance Document at (http://www.nj.gov/dep/srp/guidance/index.html#fill_srp)? Yes No
9. Were the analytical results for all soil post excavation/remediation samples below the NJDEP's most stringent Soil Remediation Standards and Screening Levels? Yes No

SECTION H. GROUND WATER

1. What is the approximate depth to the saturated zone (seasonally high water table)? _____ feet
 How was this determined? _____
2. What is the approximate depth to bedrock? (if applicable) _____ feet
 How was this determined? _____
3. Was ground water present in the excavation? Yes No
 If "Yes," was a sheen observed on ground water? Yes No
4. Was a ground water investigation conducted consistent with N.J.A.C. 7:26E? Yes No N/A
5. Were all ground water samples collected consistent with N.J.A.C. 7:26E and the NJDEP's most recent Field Sampling Procedures Manual? Yes No N/A
 Include all monitoring well permit numbers: _____
6. Was any contamination detected in the ground water above the applicable ground water remediation standards, N.J.A.C. 7:26D-2? Yes No N/A
7. Was the vertical and horizontal extent of ground water contamination delineated? Yes No N/A
8. Is a potable well located on the site? Yes No
 If "Yes," what is the distance from the UHOT contamination to the private potable well? _____ feet
9. Are there any potable wells located within 100 feet of the UHOT (on or off the site)? Yes No
 If "Yes," what is the distance from the UHOT contamination to the private potable well? _____ Feet
10. Fully describe the method of ground water remediation (if applicable):

11. Was contaminated ground water removed from the site? Yes No
 What volume was removed? _____ gallons
 To what facility was it taken? _____
 Date(s) taken: _____
12. Does the ground water contamination extend beyond the property boundary?..... Yes No
13. Are there two rounds of confirmatory sampling that indicate the ground water contaminant concentrations are below the applicable ground water remediation standards, N.J.A.C. 7:26D-2? Yes No N/A

SECTION I. REMEDIATION REQUIREMENTS

1. Was the site restored in accordance with the NJDEP's rules and regulations? Yes No
2. Were there impacts to surface water or other sensitive environmental resources? Yes No
3. Was the Remedial Action Report prepared in accordance with the NJDEP's rules and regulations?..... Yes No
4. Total cost of the remediation (both RI and RA costs):..... \$ _____
5. Date remediation was completed: _____

SECTION J. LABORATORY QUALITY ASSURANCE INFORMATION

1. Was the laboratory certified to perform the required tests? Yes No
2. Are the Chain of Custody form(s) included in the QA/QC package? Yes No
3. Are signed Laboratory Deliverables Checklist and Non-Conformance Summaries included in the QA/QC package? Yes No
4. If problems are identified in the Laboratory Deliverables Checklist and Non-Conformance summaries is a statement of data usability included? Yes No
5. Were holding times met for all analyses? Yes No
6. Are RLs below Soil and Ground Water Remediation Standards? Yes No
7. Is a Laboratory Sample Summary included in the QA/QC package? Yes No
8. Is the QA/QC package (reduced deliverables) included?..... Yes No
9. Is the Electronic data package for reduced data deliverables included? Yes No

SECTION K. REMEDIAL ACTION REPORT CHECKLIST:

Include the following items in the Remedial Action Report:

- USGS Topographic map of the area Included
- Sample Results Summary Tables Included
- Scaled site map with tank, soil sample and monitor well location(s) with analytical results and location of a potable well(s) and north arrow Included
- Laboratory quality assurance information required in Section J. above Included
- Tank Contents Disposal Receipt (fully executed manifest) Included
- Tank Disposal Certificate/Receipt..... Included N/A
- Contaminated Soil Disposal Receipt (fully executed manifest) Included N/A
- Documentation that Fill was "certified clean" Included N/A
- Contaminated Ground Water Disposal Receipt (fully executed manifest) Included N/A
- Copies of all local permits associated with the tank removal/remediation Included N/A

SECTION L. PERSON RESPONSIBLE FOR CONDUCTING THE REMEDIATION INFORMATION AND CERTIFICATION

Full Legal Name of the Person Responsible
for Conducting the Remediation/UHOT Owner: _____

Representative First Name: _____ Representative Last Name: _____

Title: _____

Phone Number: _____ Ext: _____ Fax: _____

Mailing Address: _____

City/Town: _____ State: _____ Zip Code: _____

Email Address: _____

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: _____

SECTION M. SUBSURFACE EVALUATOR UHOT REPORT CERTIFICATION FORM

Certification by the Subsurface Evaluator:

I certify under penalty of law that I have personally examined and am familiar with the information submitted herein and 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 may be committing a crime if I make a written false statement, which I do not believe to be true, accurate and complete. I hereby certify that the area of concern being remediated was remediated consistent with the Technical Requirements for Site Remediation, N.J.A.C. 7:26E. In addition, I certify that I have provided direct on-site supervision of the remediation. Moreover, I understand that should I discover evidence of a discharge of a hazardous substance, I will provide written notice to the owner of the unregulated heating oil tank system as to that discovery and to the Department pursuant to the Administrative Requirements for the Remediation of Contaminated Sites, N.J.A.C. 7:26C-1.7. I am also aware that if I knowingly direct or authorize the violation of any statute, I can be personally liable for the penalties.

Name: _____ UST Cert. No.: _____
Firm: _____ Firm's UST Cert. Number: _____
Firm Address: _____
City/Town: _____ State: _____ Zip Code: _____
Phone Number: _____ Ext: _____ Fax: _____
Signature: _____ Date: _____

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

SECTION M. LICENSED SITE REMEDIATION PROFESSIONAL INFORMATION AND STATEMENT

LSRP ID Number: _____

First Name: _____ Last Name: _____

Phone Number: _____ Ext: _____ Fax: _____

Mailing Address: _____

City/Town: _____ State: _____ Zip Code: _____

Email Address: _____

This statement shall be signed by the LSRP who is submitting this notification in accordance with SRRA Section 16 d. and Section 30 b.2.

I certify that I am a Licensed Site Remediation Professional authorized pursuant to N.J.S.A. 58:10C to conduct business in New Jersey. As the Licensed Site Remediation Professional of record for this remediation, I:

[SELECT ONE OR BOTH OF THE FOLLOWING AS APPLICABLE]:

- directly oversaw and supervised all of the referenced remediation, and/or*
- personally reviewed and accepted all of the referenced remediation presented herein.*

I believe that the information contained herein, and including all attached documents, is true, accurate and complete.

It is my independent professional judgment and opinion that the remediation conducted at this site, as reflected in this submission to the Department, conforms to, and is consistent with, the remediation requirements in N.J.S.A. 58:10C-14.

My conduct and decisions in this matter were made upon the exercise of reasonable care and diligence, and by applying the knowledge and skill ordinarily exercised by licensed site remediation professionals practicing in good standing, in accordance with N.J.S.A. 58:10C-16, in the State of New Jersey at the time I performed these professional services.

I am aware pursuant to N.J.S.A. 58:10C-17 that for purposely, knowingly or recklessly submitting false statement, representation or certification in any document or information submitted to the board or Department, etc., that there are significant civil, administrative and criminal penalties, including license revocation or suspension, fines and being punished by imprisonment for conviction of a crime of the third degree.

LSRP Signature: _____ Date: _____

LSRP 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