



DEEP USE ONLY:  
Application No.: \_\_\_\_\_

## Reference Form for Individuals Applying to Take the Licensed Environmental Professional Exam

Dear Sir or Madam:

The individual named below has applied to the State Board of Examiners of Environmental Professionals ("the Board") to take the Licensed Environmental Professional ("LEP") examination and has listed you as a professional reference. Individuals granted licenses pursuant to Section 22a-133v of the Connecticut General Statutes have the authority to conduct certain activities to investigate and remediate sites polluted with hazardous waste or petroleum products. The Board appreciates your considered responses to the questions asked in Section III below. **Please note that all responses submitted to the Board will become public information.**

The applicant must return this reference form to the Board as part of his or her complete application package. To maintain the integrity of the content of your reference form during the application process, insert the completed reference form in the return envelope, *seal the envelope, sign your name across the seal on the back of the envelope, and return the sealed envelope to the applicant.*

The Board has included a fact sheet describing the LEP Program for your convenience. Should you have any questions about the process, please contact the LEP Program Coordinator at (860) 424-3705. **For clarity, the Board appreciates your typewritten response.**

### Section I: The applicant completes the following information before sending to the reference:

Name of Applicant:		
Name of Reference:		
Reference's Address:		
City/Town:	State:	Zip Code:
Reference's Title:	Business Name:	
Reference's Phone:	ext.	Fax:
Period of time for which the reference is sought:	to	
	(Mo/yr)	(Mo/yr)

### Section II: The applicant must complete and sign the following Waiver of Liability before sending to the reference:

*Waiver of Liability:*

I, \_\_\_\_\_, authorize  
to provide the Board of Examiners of Environmental Professionals with the information requested on this form, which is relevant to my qualifications as an applicant to be eligible to take the examination to become a Licensed Environmental Professional.

I hereby knowingly, voluntarily, and in the absence of coercion of any kind,  Do  Do not  
(check one) release and discharge the reference from any claims I may have arising from the giving of such information to the Board of Examiners of Environmental Professionals.

I also hereby knowingly, voluntarily, and in the absence of coercion of any kind,  Do  Do not  
(check one) waive any rights I may have to review the reference's submission hereto.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**Professional Reference Form (cont.)**

**Section III: The reference completes the following section. These questions concern the professional capabilities and character of the applicant. Your reply will receive serious consideration during the evaluation of the applicant. Please answer as accurately and candidly as possible; however, please note also that all reference forms submitted to the Board will become public information.**

- a. What is your professional relationship with the applicant? Please indicate the approximate length of time during which you have personally known the applicant and have had direct knowledge of the applicant's professional work.
- b. Please describe the extent to which the applicant's work involved the investigation and remediation of releases of hazardous waste or petroleum products. Please also describe the nature of the responsibilities exercised by the applicant, and how they may have changed over time.
- c. Did the applicant make technical decisions and/or recommendations for the investigation and remediation of releases of hazardous waste or petroleum products? What role did the applicant have in the selection of scientific or technical techniques or methodologies at such sites? Understanding that such decisions may have been collaborative in nature, please describe the limits of the applicant's decision-making responsibilities as well as how they may have changed over time. What role did others have in this process?
- d. Do you know of any reason the applicant should not be granted status as a Licensed Environmental Professional?  Yes  No

Do you have knowledge of any information that would bring into question the applicant's professional competence, professional maturity, personal character, or history of ethical practice that should be considered when evaluating the applicant?  Yes  No

If you answer "Yes" to either of these questions, please explain the circumstances on a separate page.

\_\_\_\_\_  
Reference Signature

\_\_\_\_\_  
Date