



Connecticut Department of Energy & Environmental Protection  
Bureau of Water Protection and Land Reuse  
Remediation Division

Administrative Rejection Checklist

This checklist itemizes the inconsistencies, contradictions, and/or incomplete documentation that were identified during administrative review of the verification. The items identified may not be all-inclusive.

Verification Form	
<input type="checkbox"/>	You used the wrong Form for the type of transfer
Part II: Verification	
<input type="checkbox"/>	You did not insert the correct date that the Form III was "filed" [the date DEEP received the Form] or provided two different dates for the Form III filing
<input type="checkbox"/>	You did not provide the correct Rem#
<input type="checkbox"/>	Verification Dates
<input type="checkbox"/>	You did not provide complete dates – mm/dd/yr
<input type="checkbox"/>	You did not provide the complete date that the Phase II Investigation was completed
<input type="checkbox"/>	You indicated that you were back-applying the verification to the date of the Phase II; however, that date precedes the date of the Form filing, and is, therefore, not applicable by law
<input type="checkbox"/>	You did not include the date you rendered your verification, the verification date was incomplete, or the verification date was wrong
<input type="checkbox"/>	You marked all three dates as the effective date for the verification
<input type="checkbox"/>	You did not mark which date is the applicable date for the verification
<input type="checkbox"/>	You did not mark the same applicable date for the verification on the first and last page of the form
<input type="checkbox"/>	Compliance Statement
<input type="checkbox"/>	You did not indicate if remediation was or was not necessary to achieve compliance with the RSRs
<input type="checkbox"/>	You did not sign and/or provide seal on your verification
Part III: Compliance History	
<input type="checkbox"/>	<b>A.</b> Information provided does not match the Department's records, specifically: <a href="#">Click here to enter text.</a>
<input type="checkbox"/>	B. Significant Environmental Hazard
<input type="checkbox"/>	You did not indicate whether or not a <b>SEHN</b> was filed
<input type="checkbox"/>	You indicated that a <b>SEHN</b> was filed, but you did not provide the Date of Certification
<input type="checkbox"/>	DEEP records indicate that a SEHN was filed, but you did not indicate so
Part IV: Remediation of Environmental Media – Standards for Soil Remediation	
<input type="checkbox"/>	You did not indicate AOC/RA or inserted "Site-wide". (This is not as prescribed. It requires DEEP or any other reviewer to figure out what AOCs/RAs those certain provisions are applied to.)
<input type="checkbox"/>	A.#3 You did not complete all columns
<input type="checkbox"/>	You did not mark the pre-requisite box regarding the Verification Report - Soil Remediation Standards
<input type="checkbox"/>	B.#2 You indicated use of an <b>Engineered Control</b> , but:

<input type="checkbox"/>	<input type="checkbox"/>	You did not provide the date the Commissioner approved the EC
<input type="checkbox"/>	<input type="checkbox"/>	You did not provide the date the <b>ELUR</b> was recorded
<input type="checkbox"/>	<input type="checkbox"/>	You did not indicate the type of <b>Financial Surety</b> that was established or the date it was provided to the Commissioner
<input type="checkbox"/>	B.#3	You did not provide the date the Commissioner approved the Temporary Authorization and/or General Permit
<input type="checkbox"/>	C.#1	You indicated that you used <b>background concentration</b> in soil, but you did not indicate where the required support for this application is in the Verification Report.
<input type="checkbox"/>	C.#2	You did not indicate what <b>provision</b> was used to demonstrate compliance with the <b>DEC</b>
<input type="checkbox"/>	<input type="checkbox"/>	You indicated that an <b>ELUR</b> was used to achieve compliance with <b>DEC</b> , but did not provide the date the ELUR was recorded
<input type="checkbox"/>	<input type="checkbox"/>	You indicated that <b>APS</b> was used to demonstrate compliance with <b>DEC</b> , but did not provide the date the Commissioner approved the APS
<input type="checkbox"/>	C.#3	You did not indicate how you applied the data to demonstrate compliance with the <b>DEC</b>
<input type="checkbox"/>	C.#4	You did not indicate what <b>provision</b> was used to demonstrate compliance with the <b>PMC</b>
<input type="checkbox"/>	<input type="checkbox"/>	You indicated that an <b>ELUR</b> was used to achieve compliance with <b>PMC</b> , but did not provide the date the ELUR was recorded
<input type="checkbox"/>	<input type="checkbox"/>	You indicated that <b>APS</b> was used to demonstrate compliance with <b>PMC</b> , but did not provide the date the Commissioner approved the APS
<input type="checkbox"/>	C.#5	You did not indicate how you applied the data to demonstrate compliance with the <b>PMC</b>
<b>Part V: Remediation of Environmental Media – Groundwater Remediation Standards</b>		
<input type="checkbox"/>	A.#3	You did not complete all columns
<input type="checkbox"/>	B.#1	You did not mark all applicable boxes
<input type="checkbox"/>	B.#2	You did not mark all pre-requisite boxes
<input type="checkbox"/>	B.#3	You presented inconsistent information on applicable remedial goal and B.#4 or B.#4a
<input type="checkbox"/>	B.#4	<b>Compliance with Background:</b> You did not indicate how you applied the data
<input type="checkbox"/>	B.#4a	<b>Compliance with Background not Required:</b> You did not mark all pre-requisite boxes
<input type="checkbox"/>	B.#5	You indicated that <b>APS</b> was used to demonstrate compliance with <b>GWPC</b> , but did not provide the date the Commissioner approved the APS
<input type="checkbox"/>	B.#6	You did not indicate how you applied the data to demonstrate compliance with <b>GWPC</b>
<input type="checkbox"/>	B.#7	You did not indicate what <b>provision</b> was used to demonstrate compliance with the <b>SWPC</b>
<input type="checkbox"/>	B. #8	<b>SWPC</b>
<input type="checkbox"/>	<input type="checkbox"/>	You indicated that the Commissioner approved an alternative <b>SWPC</b> , but did not provide the date of the Commissioner's approval
<input type="checkbox"/>	<input type="checkbox"/>	You did not indicate how you applied the data to demonstrate compliance with <b>SWPC</b>
<input type="checkbox"/>	B.#9	<b>VoIC</b>
<input type="checkbox"/>	<input type="checkbox"/>	You did not complete all applicable sections
<input type="checkbox"/>	<input type="checkbox"/>	You indicated that an <b>ELUR</b> was used to achieve compliance with the <b>VoIC</b> , but did not provide the date the ELUR was recorded
<input type="checkbox"/>	B.#10	You did not indicate how you applied the data to demonstrate compliance with <b>VoIC</b>
<input checked="" type="checkbox"/>	B.#11	You indicated that the Commissioner Approved a <b>TI</b> , but did not provide the date the ELUR was recorded

Part VI: Receptors	
<input type="checkbox"/>	You did not complete this section
Part VII: Certification	
<input type="checkbox"/>	You indicated that the Verification relied upon a previous verification, but you did not include the date of the previous verification
<input type="checkbox"/>	The signatory for the Certifying Party was not complete
<input type="checkbox"/>	The signatory for the Certifying Party is not a legally authorized representative of the CP (someone who has authority to legally bind the CP to contracts and agreements, typically someone in senior management). An employee with no management authority to bind the entity is not sufficient.
<input type="checkbox"/>	The email contact for the Certifying Party was not provided

Required Attachments Missing	
<input type="checkbox"/>	You did not provide a copy of the Public Notice
<input type="checkbox"/>	You did not provide a copy of the Commissioner's APS/AC approval
<input type="checkbox"/>	You did not provide the 95% UCL calculations and data used
<input type="checkbox"/>	You did not provide a copy of the ELUR Certificate of Title
<input type="checkbox"/>	You did not provide a copy of the Commissioner's Engineered Control approval
<input type="checkbox"/>	You did not provide a copy of the Financial Surety Mechanism for the Engineered Control
<input type="checkbox"/>	You did not provide a copy of the General Permit or Temporary Authorization for In Situ Remediation
<input type="checkbox"/>	You did not provide a copy of the Commissioner's approval for use of polluted soil offsite

Verification Report	
<input type="checkbox"/>	Verification Report not included in Verification package
<input type="checkbox"/>	Verification Report indicates <a href="#">Click here to enter text.</a> is included, but it is missing