



New Jersey Department of Environmental Protection Site Remediation Program

INSTRUCTIONS FOR NOTICE OF FAILURE TO COMPLY WITH A MANDATORY OR EXPEDITED SITE-SPECIFIC REMEDIATION TIMEFRAME FORM

General Instructions

- 1. Applicability.** An LSRP shall use this form to notify the New Jersey Department of Environmental Protection (NJDEP) in writing when, in his or her professional judgment based on site history, any one or more applicable mandatory or expedited site-specific timeframes referenced in N.J.A.C. 7:26C-3 is unlikely to be met (pursuant to N.J.A.C. 7:26I-6.8(c)).
- 2. Updates.** The New Jersey Department of Environmental Protection (NJDEP) may update this form periodically. Please ensure you are using the latest version of this form. Download the latest version of this form from the NJDEP Website: www.nj.gov/dep/srp/srra/forms.
- 3. Signatures.** No signatures are required on this form.
- 4. Do not mail the form.** Do NOT print out the form and scan it. Complete the form on the computer, then save it, and send it to the NJDEP as an attachment to an email. Send the email to: srpnotifications@dep.nj.gov and include the PI Number in the Subject Line of the email.

Site Information

- **Site Name:** Provide the name of the site, e.g., ABC Corporation Site;
- **List All AKAs:** List all other known names for the site;
- **Street Address:** Provide the street address for the site NOTE: This should be the physical location of the site – not the mailing address;
- **Municipality:** Provide the name of the municipality(ies) and indicate if it is a township, a borough, village, or city. NOTE: This should be the name of the municipality and not the local name;
- **County:** Provide the name of the county(ies) where the site is located;
- **Zip Code:** Self-explanatory;
- **Program Interest (PI) Number:** Provide the SRP PI Number assigned to the site/case. The PI Number is assigned by the NJDEP and can be obtained via the web at <http://www.nj.gov/dep/srp/> (DEP DATA MINER REPORTS).
- **Activity Number:** The Activity Number can be obtained via the web at <http://www.nj.gov/dep/srp/> (DEP DATA MINER REPORTS – Case Tracking Tool by LSRP).
- **Date Remediation Initiated:** Provide the Date Remediation Initiated: A person initiates remediation when:
 - 1) The date a person discovers or becomes liable in any way for a discharge;
 - 2) The date the owner or operator of a regulated tank system:
 - i) Determines there has been a known or suspected discharge from the regulated tank system, pursuant to N.J.A.C. 7:14B; or
 - ii) Closes a regulated tank system pursuant to N.J.A.C. 7:14B-8.1(a)6, 9.1(d) and N.J.A.C. 7:14B-9.2;
 - 3) The date the owner or operator of an ISRA industrial establishment files their General Information Notice (GIN) with the NJDEP provided that the GIN is filed pursuant to the timeframes set forth in ISRA;
 - 4) The person submits a document to the NJDEP concerning a site for which the NJDEP has rescinded a no further action letter or has invalidated a response action outcome, prior to the submission of the document; or
 - 5) When additional remediation or other activities would result in the need to file a new deed notice or replace a declaration of environmental restrictions, associated with the real property.

Person Responsible For Conducting the Remediation

Provide the contact information for the Person Responsible for Conducting the Remediation.

Notification Type

Check the appropriate box to indicate the type of timeframe that is unlikely to be met.

LSRP Notification Statement

Provide the name and LSRP license number of the LSRP submitting the notification.