

NJEMS Activity Descriptions

Activity Number Label <i>(Broad class of case followed by year Activity was created followed by sequential number to denote the same kind of Activity created in the same year.)</i>	ACTIVITY CLASS CODE	ACTIVITY TYPE	DESCRIPTION C=Case R=Report P=Permit A=Administrative E=Enforcement	Ability for LSRP to Retain/Release at a Case Via DEP Online	Fees
BFO(Yr.)000#	BFO=Field Operation Remediation	Preliminary Assessment Remedial Action & Construction Remedial Investigation Site Investigation	C- Activity that were managed in SRP's Field Office pre-May 2012. Most are old unregulated heating oil remediation cases. This Activity class is undergoing data cleanup, there are no new BFO Activities being created. All existing cases will be phased out.	No	Either Document Fee (Check is required when UHOT Form) or Hour for Hour billing depending on previous report submittal status. Cannot pay using Pay a Paper Invoice Online Service.
CRA(Yr.)000#	Cost Recovery Documents	Cost Recovery Liens	A- Activity is created to track a cost recovery action against a Responsible Party or when SRP places a lien on a property.	No	N/A
CSP(Yr.)000#	CSP=Cleanup Star	Unregulated Tank Program	C- Activity for unregulated heating oil tank cases. Activity gets created when either a RAR, LNAPL Form, Permit-By-Rule (PBR) or On-Scene-Coordinator (OSC) is submitted to SRP.	No	Document Fee-Check is required when UHOT Forms/On scene Coordinator forms are submitted. Cannot pay using Pay a Paper Invoice Online Service.
EPA(Yr.)000#	EPA	Removal Action	A- Activity is created when the US Environmental Protection Agency (EPA) conducts a removal action at a site/program interest.	No	N/A
HD1(Yr.)000#	HDSRF-Private Application	25% Grants for Innovative. Tech. 25% Grants for RA (LR & UU) Innocent Party Grant Loans for Remediation	A- Activity is created when a Hazardous Discharge Site Remediation Fund Application is received. The type of Activity that is created is based on the type of application that is submitted.	No	NJEDA will request a fee. Once a remedial case gets created - applicable annual or hour for hour billing applies.

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HD2(Yr.)000#	HDSRF-Public Application	25% Grants for Innovative Tech. 25% Grants for RA (LR & UU) 50% RA grants for Affordable Housing 75% RA Grant for Rec./Conser. Grants for Brownfields (BDA) Grants for Invest. (PA/SI/RI) Loans	A- Activity is created when a Hazardous Discharge Site Remediation Fund Application is received. The type of Activity that is created is based on the type of application that is submitted.	No	NJEDA will request a fee. Once a remedial case gets created - applicable annual or hour for hour billing applies.
HD3(Yr.)000#	HDSRF-Non-Profit Application	Grants for Invest. (PA/SI/RI)	A- Activity is created when a Hazardous Discharge Site Remediation Fund Application is received	No	NJEDA will request a fee. Once a remedial case gets created - applicable annual or hour for hour billing applies.
ISR(Yr.)000#	ISR=ISRA Remediation	De Minimus Quantity Exemption	C- Activity is created when an ISRA De Minimus Application is received.	No	Document Fee-Check is required when ISRA De Minimus Application is submitted. Cannot pay using Pay a Paper Invoice Online Service.
LSD(Yr.)000#	LSRP Key Document Submittal	Initial Receptor Evaluation LNAPL IRM Report PA/SI Preliminary Assessment (PA) RAO RAO (Area of Concern) RAO (Entire Site) RAR RAW RIR Site Investigation (SI)	R- Activity is created when a report is submitted for a case that is under the oversight of an LSRP. Reports submitted for Traditional Oversight cases will not have any LSD related Activities. This Activity is where Inspection/Review process is tracked. The type of Activity that is created is determined by the type of report that was submitted. Example: LSRP submits a Remedial Investigation Report (RIR). The RIR is logged into the LSR activity tracking. Then a LSD-RIR Activity is created and the inspection and review of this report is tracked under this LSD-RIR Activity. Note: An updated receptor evaluations will not get an LSD Activity.	No	N/A

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LSO(Yr.)000#	LSRP DO Key Document Submittal	Initial Receptor Evaluation LNAPL IRM Report PA/SI Preliminary Assessment (PA) RAO RAO (Area of Concern) RAO (Entire Site) RAR RAW RIR Site Investigation (SI)	R- Activity is created when a report is submitted for a case that was issued an enforcement action for missing a mandatory time frame and that action is pending a hearing and a report/document is submitted during this period pending a hearing. The Activity type is determined by the type of report that was submitted. *** LSO Activities will not be created for cases that are in Direct Department Oversight.	No	N/A
LSR(Yr.)000#	LSR=Licensed Site Professional Program	LSRP New Case	C- Activity for cases in the LSRP Program that became active after SRRRA implementation. This case will default in a SI, RI & RAR regulatory timeframe. (Regulated UST subject). All information about the case is tracked under the LSR Activity.	Yes	Annual Fee- pay initial fee using SRP's DEP Online Annual Remediation Fee Service. Subsequent annual fees can be paid using Pay a Paper Invoice Online Service or send check to Treasury w/ Invoice
LSR(Yr.)000#	LSR=Licensed Site Professional Program	LSRP New2	C- Activity for cases in the LSRP Program that became active after SRRRA implementation (SRP began using this designation August 2014). This case will default in a RI & RAR regulatory timeframe. (Spill Act Discharge Subject). All information about the case is tracked under the LSR Activity.	Yes	Annual Fee- pay initial fee using SRP's DEP Online Annual Remediation Fee Service. Subsequent annual fees can be paid using Pay a Paper Invoice Online Service or send check to Treasury w/ Invoice.
LSR(Yr.)000#	LSR=Licensed Site Professional Program	LSRP New3	C- Activity for cases in the LSRP Program that became active after SRRRA implementation (SRP began using this designation. This case will default in a PA,SI, RI & RAR regulatory timeframe. (ISRA Subject). All information about the case is tracked under the LSR Activity.	Yes	Annual Fee- pay initial fee using SRP's DEP Online Annual Remediation Fee Service. Subsequent annual fees can be paid using Pay a Paper Invoice Online Service or send check to Treasury w/ Invoice.

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LSR(Yr.)000#	LSR=Licensed Site Professional Program	LSRP SRRA Conversion Case	C- Activity for cases in the LSRP Program that were active pre-SRRA that did not opt-in were converted on 5/7/12 & were subject to pro-rated billing. All information about the case is tracked under the LSR Activity.	Yes	Annual Fee- pay initial fee using SRP's DEP Online Annual Remediation Fee Service. Subsequent annual fees can be paid using Pay a Paper Invoice Online Service or send check to Treasury w/ Invoice.
LSR(Yr.)000#	LSR=Licensed Site Professional Program	LSRP NCR Case	C- Activity for cases in the LSRP Program that were active pre-SRRA that were not continuously remediating (NCR) & were subject to pro-rated billing. All information about the case is tracked under the LSR Activity.	Yes	Annual Fee- pay initial fee using SRP's DEP Online Annual Remediation Fee Service. Subsequent annual fees can be paid using Pay a Paper Invoice Online Service or send check to Treasury w/ Invoice.
LSR(Yr.)000#	LSR=Licensed Site Professional Program	Spill Act Defense - Gov.	C- Activity for cases in the LSRP Program that were identified as cases where remediation was being conducted by a government entity that is either Spill Act Exempt or not liable under the Spill Act. A Exemption from Spill Liability Certification Form was required to be submitted to get this case designation.	Yes	Annual Fee- Can turn on and off billing (remediation occurred during the year) utilizing SRP's DEP Online Annual Remediation Fee Service. Also, payment of the initial fee must be done using SRP's DEP Online Annual Remediation Fee Service. Subsequent annual fees can be paid using Pay a Paper Invoice Online Service or send check to Treasury w/ Invoice.
LSR(Yr.)000#	LSR=Licensed Site Professional Program	LSRP Child Care	C- Activity for child care cases. NOTE: if contamination is found and remediation is required the Child care Activity will be tracked under the "SRP" Program Interest Type; otherwise the Child Care Activity will be tracked under the "Child Care Facility" Program Interest Type.	Yes	No fee unless remediation is required.
LSR(Yr.)000#	LSR=Licensed Site Professional Program	Linear Construction	C- Activity for linear construction projects.	Yes	Document Fee-Check is required when Linear Construction Form is submitted. Cannot pay using Pay a Paper Invoice Online Service.

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NEA(Yr.)000#	Negotiated Enforcement Action	JCO Settlement Agreement	E: Activity is created when a party agrees to settle an enforcement action. JCO = Judicial Consent Order	No	No fees-penalties assessed. Cannot pay using Pay a Paper Invoice Online Service.
OSA(Yr.)000#	SRP Oversight	IEC - LSRP Vapor Concern (VC) IEC - General IEC	C- Activity is created for LSRP cases that have either an Immediate Environmental Concern (IEC) or vapor concern (VC) condition that requires oversight by an Immediate Concern Unit (ICU). ICU tracks their involvement with the IEC/VC under the OSA Activity. Note: IEC/VC's for Traditional Oversight cases will be tracked under the Traditional Oversight Activity.	Yes	Case manager time will be billed (hour for hour billing). Can pay using Pay a Paper Invoice online Service.
PEA(Yr.)000#	Prescribed Enforcement Action	Administrative Order (AO) AONOCAPA Denial, Suspension, Revocation LSRP-NOCAPA NOCAPA NOV SRP Directive Stipulated Penalties Demand Letter Municipal Court Action	E- Activity is created when Enforcement is notifying a party of a violation; taking an enforcement action against a Responsible Party for non-compliance; or to preserve the NJDEP's ability to pursue treble damages. AONOCAPA=Administrative Order & Notice of Civil Administrative Penalty Assessment NOCAPA=Notice of Civil Administrative Penalty Assessment NOV=Notice of Violation	No	No fees-penalties assessed. Cannot pay using Pay a Paper Invoice Online Service.
PFR(Yr.)000#	Publicly Funded	Post-NFA Monitoring	C- Activity for cases that received an NFA with an engineering and/or institutional control (Deed Notice and/or CEA). All Post-NFA Monitoring Activities should have been phased out by May 2014 as either the remediating party will have to obtain a Remedial Action Permit or lift the engineering and/or institutional control.	Yes	Document Fee-Check is required when Remedial Action Protectiveness / Biennial Certification Form & Remedial Action Permit Application is submitted. Cannot pay using Pay a Paper Invoice Online Service.

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PFR(Yr.)000#	Publicly Funded	Expanded Site Investigation Feasibility Study IEC-VC-PF PF-Operations & Maintenance	C- Activity is for cases slated for cleanup using public funds. The type of Activity is based on the phase of work they are doing.	No	Time and Materials may be part of a cost recovery action.
PFR(Yr.)000#	Publicly Funded	UST Fund	A- Activity is created when a UST Fund application is received.	No	NJEDA will request a fee. Once a remedial case gets created - applicable UHOT document fee or annual fee applies.
RAP(Yr.)000#	Remedial Action Permit	Initial Groundwater Permit Initial Soil Permit Modification Groundwater Modification Soil	P- Activity created when a Remedial Action Permit Application is received a RAP Activity is created. The Type of Activity created is based on the type of permit application that is received.	Yes	Document Fee-Check is required when Remedial Action Permit Application is submitted. The application fee cannot be paid using the Pay a Paper Invoice Online Service. Annual Permit fee can be paid using the Pay a Paper Invoice online
RFS(Yr.)000#	Remediation Funding Source	Remediation Funding Source RFS(Pulled) RI RTF Bundling	A- Activity is created for cases that are required to establish a Remediation Funding Source. Note - the active RFS Activity is tracked under the "RFS" Program Interest Type. RFS (Pulled) activity is created when SRP pulls the RFS. RI RTF Bundling- Remediation Trust Funds set up to get the May 2014 Remedial Investigation Extension for large portfolio cases.	No	NOTE: RFS records will have a different PI # then your case PI Number. Parties required to pay a 1% surcharge on the amount of RFS with their initial filing (see http://www.nj.gov/dep/srp/guidance/rfsguide/ for details). Initial surcharge cannot be paid using the Pay a Paper Invoice Online Service. Subsequent 1% surcharges will be billed annually. Annual RFS bills bill can be paid using Pay a Paper Invoice online Service.

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RPC(Yr.)000#	RPC=Responsible Party Remediation	Traditional Oversight Direct Department Oversight	<p>C- Activity for cases that are under the direct oversight of a case manager (Federal Facilities, RCRA GPRA2020). All information about the case is tracked under the RPC Traditional Oversight Activity.</p> <p>The RPC Direct Department Oversight Activity is created for those cases that are under Direct Department Oversight.</p>	Yes	Case manager time will be billed (Hour for hour billing). Can pay using Pay a Paper Invoice Online Service.
UCL(Yr.)000#	UST Closure Permitting	New 30 Day Notice of Intent New O/S Extension Request	P-Activity is created when either a 30 Day Notice of Intent or an Out of Service (O/S) Extension Request for a regulated UST is received via the online portal.	No	No fee.
UPR(Yr.)000#	UST Submod/New Installation	New Installation New Substantial Modification	P- Activity is created when an application is received for either a new installation or substantial modification for a regulated UST.	No	Document fee - check due with application. Cannot pay fee using Pay a Paper Invoice Online Service
UST(Yr.)000#	UST Registration	New Registration Updated UST Registration	A- Activity is used to track regulated underground storage tank (UST) registration information including UST owner and operator contacts, UST construction, leak detection methods and financial responsibility information.	No	DEP Online UST Services require initial and renewal fees to be paid with the online filing. Paper submittals require a check due with application.
VIC(Yr.)000#	Virtual Institutional Controls	CEA Historic Fill	A- Activity is for CEA is being established for historic fill.	No	No fee.

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VIC(Yr.)000#	Virtual Institutional Controls	Order of Magnitude	Activity is created for a Classification Exception Area (CEA) that was established and maintained post final remediation document, and subsequent to establishing the CEA, the ground water quality standard is lowered to a value less than order of magnitude, and the ground water concentrations within the CEA are at or below the old ground water quality standard but are above the new standard. Pursuant to the order of magnitude protection in the Brownfield Act, the responsible party is not obligated to conduct additional remediation to the new lower concentration standard; however, NJDEP is obligated to let the public know that the ground water remains above standard. This Activity and GIS component will notify the public/well drillers that the ground water contains contaminants in excess of the current standard.	No	No fee.
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