

## Soil RAP Application Screening Checklist

Complete?	
	<ul style="list-style-type: none"> <li>• Post-NFA Case → NFA letter (is addressee on application?)</li> <li>• LSRP case → Remedial Action Report*</li> </ul>
	<ul style="list-style-type: none"> <li>• Post-NFA → Biennial Certification + fee</li> <li>• LSRP → check for RAR “gray bar”</li> </ul>
	Electronic attachments <ul style="list-style-type: none"> <li>• Stand-alone pdf of deed notice</li> <li>• Application</li> <li>• RAR</li> </ul>
	GIS/GeoWeb <ul style="list-style-type: none"> <li>• GIS shape files sent by email?</li> <li>• GeoWeb location correct?</li> <li>• Block &amp; Lot Numbers correct?</li> </ul>
	Financial Assurance <ul style="list-style-type: none"> <li>• Check financial instrument → original letter of credit/line of credit?</li> <li>• No financial instrument → check exemption</li> </ul>
	Are there names where there are supposed to be names? (no “Accounts Payable” “Loan Officer”, or the like)
	Section H. Are .4 & .5 completed? (i.e. no “See Attached”)

\* RAR checklist Note: If the site requires a presumptive remedy (e.g. child care). If so, the review of the remedy is referred to BIR. In all other cases, BRAP will review the remedy.

- The soil sample result tables and maps are examined to see whether the contamination is delineated.
- If the contamination is delineated, the contaminated area is compared to the proposed engineering control to see if it is protective.
- If no engineering control is proposed, the data are checked to make sure there are no samples above non-residential standards. If there is compliance averaging, a referral is usually made to BEERA.
- If the case is a Traditional Oversight case, we will assume the case manager has done the above unless we are informed otherwise.
- We compare the remedy in the RAR to that submitted to GIS and approve the shape if appropriate.