ENFORCEMENT MANUAL CHANGES

**FOR 2024**

Civil Penalty Authorization

Memo 12/30/24 Secretary no longer needs to sign when amount $75,000 or greater

Legal Case Tracking (LCT)

Case Form for OSTDS  12/20/24 minor language change

Legal Case Tracking (LCT)

Enforcement Case Entry

Form 12/20/24 minor language change

NPDES Reporting/CO -

For DWRM Use only 12/04/24 new document added to manual (for use by DWRM only)

Model Consent Orders -

DW, HW, Indigent Petroleum

Cleanup, Indigent Tanks,

IW Permitted, IW Unpermitted,

PW, PW Disinfection Byproduct,

PW for 4-Log, SLERP,

SLERP with TUA,

Non 404 SLERP with

TUA/Permitting,

SW and TK 11/12/24 updated mediation language

Settlement Guidelines for

Civil Penalties –

DEP Directive 923 10/31/24 updated directive

Model Case Closure Letter 10/30/24 new document added to ENFORCEMENT PROCESS section

Model Inkind or P2 Completion

and Case Closure Letter 10/30/24 new document added to ENFORCEMENT PROCESS section

Model non-ELRA NOV for

Tank Placard Revocation 10/10/24 updated document

OSTDS NOV LCT

Request Form 08/15/24 update to document to correct a citation error

Non 404 SLERPCO with TUA

and Permitting conditions 08/13/24 new document added to MODEL CONSENT

ORDER section

ERP Non 404 Consent Order

Technical Staff Report 08/13/24 new document added to MODEL CONSENT

ORDER section

OSTDS NOV LCT

Request Form 07/31/24 new OSTDS model document

ELRA Notice of Violation 07/17/24 updated mediation language

Model Consent Orders -

DW, HW, SW, TK,

IW permitted,

IW unpermitted,

Indigent TK,

Indigent Petroleum cleanup 06/25/24 updated citation of definition of “person”

403.031(5) to 403.031(9)

LCT Case Form for OSTDS 05/22/24 updated document

LCT Case Form 05/22/24 updated document

Generic Notice of Violation

– For Non-ELRA NOVs 03/19/24 updated penalty per day amount from $10,000 to $15,000

Civil Penalty Authorization

Memo 03/01/24 updated document

Collection Referral

Template 02/15/24 updated template

ELRA Mediation Fact

Sheet 01/31/24 old document removed from manual