ENFORCEMENT MANUAL CHANGES

**FOR 2010**

All ELRA NOVs

62-780 NOVs 12/15/10 updated contact information for Florida Conflict Resolution Consortium mediator requests

PW/CO

PW/CO for disinfection

PW/CO for 4log 11/22/10 correction made to sentence: “Respondent is fully aware that a violation of the terms of this Order may subject Respondent to judicial imposition of damages, civil penalties up to ~~$10,000.00~~ $5,000 per day per violation, and criminal penalties.”

TK/NOV 10/20/10 a few rule citations in paragraphs 69-70 have been corrected

SLERP/CO

HW/CO 10/05/10 minor format changes made to make consistent with font and signature line for other consent orders; reference to Department of Natural Resources removed from SLERP CO

All ELRA NOVs

62-780 NOVs 10/03/10 changed references from “petitioner” to “respondent” in Notice of Rights section

PW/CO for Disinfection

By-Product 09/09/10 correction made to paragraph 16 - change from $10,000 to $5,000 per day

Warning Letter

Civil Penalty Authorization

 Memo – Sample

Model Warning Letter for

 62-780 Permitted

 Facilities 08/24/10 formatting changes made to conform with DEP Letterhead Standards and Guidelines

WCU Request for OGC

Assistance 08/20/10 New document added to the manual

Collection/Write-off

Documents 08/12/10 (1) updated Protocol Summary with new F&A contact; (2) deleted Request Form and Request Form Instruction documents; (3) added templates for Collection Referral and Write-off Referral, and Instructions for Template Referrals.

Chapter 2 08/06/10 minor typo correction made on page 14

List of Hazardous

Substances (Supplemental

Document to Attachment III,

DEP Directive 923) 07/28/10 removed Work/PDF documents and provided link to CPO website for full list of haz substances

HW/CO 07/26/10 06/09 document posted as manual had not previously been updated with it

HW/CO Model

Corrective Actions 07/26/10 new document added to manual

DEP Directive 540 07/21/10 new document added to the manual; copy of directive going in the Collection/Write-off Documents section of the Appendix

DEP Directive 923 07/08/10 Attachment IV updated with new penalty calculations

Guidelines for Characterizing

Air Violations 06/21/10 updated guideline document

Enforcement Style Guide 06/17/2010 new document added to the manual outlines style guidance for drafting consent orders.

Parallel Proceedings

Guidance Document 05/28/2010 document updated with OGC contacts

Memorandum –

Final Agency Actions

In Non-Secured

Searchable Format 04/28/10 All final agency action documents (consent order/final orders) sent to Agency Clerk must be provided in non-secured searchable format

Generic NOV

All ELRA NOVs 04/08/10 removed Lea Crandall, replaced with Aliki Moncrief as person to whom copies of executed NOV should be sent

Generic NOV 04/05/10 updated to remove reference to informal conference

State Lands DF NOV 04/05/10 updated to remove reference to informal conference

SFCO with In-Kind

Project Language 04/01/10 updated document to include reference to requirement that value of the in-kind project be at least 1 ½ times the assessed penalty amount

Signatory Language and

Certifications 03/26/10 new document added to the manual; this document provides guidance for determining the proper signature language needed

All ELRA NOVs 03/24/10 updated contact information for FCRC

 (Florida Conflict Resolution Consortium) used when requesting mediator

SFCO with In-Kind

Project Language 03/08/10 new document added to manual

Global RBCA Letter 02/18/10 updated to include language putting recipient on notice that soil contamination can leach and groundwater can migrate

Request Form Instructions

(Collection/Write-off) 02/17/10 Finance & Accounting contact updated

Instruction for Use of Site Access Documents

Site Access Assessment

 (Letter, Notice, & Order)

Site Access Remediation

 (Letter, Notice & Order) 02/10/10 new documents added to MODEL DOCUMENTS FOR 62-780 subsection

DF/NOV 01/08/10 citation corrections in paragraph 17, as well as formatting changes throughout document

Model Probation Ltr 01/06/10 citation changed from 62-620.200(10) to (15)