ENFORCEMENT MANUAL CHANGES

**FOR 2011**

Tanks NOV 11/30/11 change inserted in paragraph 72 to be clear that tank registration/late fees go into another trust fund

Regulatory Compliance

Memorandum 11-16-2011 11/23/11 new document added to manual; document is in newly created subsection entitled “COMPLIANCE DOCUMENTS”

30 Day Payment Past Due

60 Day Payment Past Due

Letters 11/22/11 added cc to letter; please provide copy of these letters to Laurie Roughton in OGC

State Lands Proprietary Only

Notices of Violation 09/19/11 new documents added to the manual to be used for State Lands (proprietary only) Notice of Violation

Pollution Prevention Project

Attachment (for use with SFCO

and LFCO when project is

known and cost accounting

is needed) 08/31/11 updated document

SFCO with Pollution

Prevention Language 08/31/11 updated document

Pollution Prevention Project

Attachment (for use with SFCO

and LFCO when project is

known and cost accounting

is NOT needed) 08/31/11 this document removed from the manual as it has never been used and cost accounting should always be required

Numerous documents

(NOVs, Model letters, etc.) 08/26/11 documents needing updating with name of new Deputy General Counsel for Enforcement

SFCO for Individual

SFCO for Business Entity 08/19/11 language added to take into account BER cost recovery

Site Access Assessment

Notice of Intent;

Site Access Remediation

Notice of Intent 07/29/11 separate documents removed from manual; replaced with one document that can be used for assessment or remediation

All model COs 07/29/11 language concerning electronic signatures added to all model COs - added language is as follows: ***Electronic signatures or other versions of the parties’ signatures, such as .pdf or facsimile, shall be valid and have the same force and effect as originals.***

WCU/NOV –

Noncompliance with CO 07/28/11 this document was removed from the manual

Model NOV

Used Oil 07/01/11 removed the sentence “The Department will not entertain a request for extension of time to file a Petition for Administrative Proceeding.” from the end of paragraph 40 on page 14.

Short Form Consent Order

for Business Entities 06/09/11 new document added to manual

Short Form Consent Order

for Individuals 06/09/11 new document added to manual

Short Form Consent Order 06/09/11 document removed from manual; replace by separate documents for individuals and business entities

Short Form Consent Order

with In-kind Project

Language 06/09/11 removed pending update to document

30 Day Payment Past Due

Letter 06/03/11 new document added to manual

60 Day Payment Past Due

Letter 06/03/11 new document added to manual

Collection Protocol

Summary Document 06/03/11 document removed while updated document is being written

DEP Directive 540 06/03/11 copy of this document has been removed from the manual; document can be found on DEP Directives webpage

Default Final Order 04/30/11 document updated

Guidelines for Characterizing

Air Violations 04/15/11 document updated to include asbestos guidance; revisions made to significantly detrimental portions of guidelines

Asbestos Demolition and Renovation

Penalty Guidelines 04/15/11 document removed from manual; asbestos guidance can now be found in the GUIDELINES FOR CHARACTERIZING AIRE VIOLATIONS

Temporary Use Agreement 03/25/11 document updated

Collection Protocol

Summary and Write-off

Referral Template 03/15/11 documents updated

TK/NOV 02/28/11 added the word “compliance” in paragraph 69 *“[TANK CLOSURE]*  *Within 60 days of the effective date of this Order, Respondent shall close all the Systems and compliance monitoring wells . .”*

Temporary Use

Agreement 01/28/11 document updated

DF NOV 01/26/11 incorporated citation to 373.129 in order to get costs

Closure Memo Template 01/11/11 new document added to manual; OGC preferred closure memo template to be used when requesting OGC close a case

All ELRA NOVs

62-780 NOVs 01/06/11 updated email information for Florida Conflict Resolution Consortium mediator requests