

Voluntary Remediation Program Work Plan Checklist

Complete Shaded Areas and Submit with Work Plan

Site Name:		VRP Site Code:	
Volunteer/Applicant Name:			
Volunteer/Applicant Email Address and Phone:			
Authorized Agent (AA)/Consulting Company:			
AA/Consultant Email Address and Phone:			

Reference	Summary of Statutory Requirement	Page(s) Where Addressed in Work Plan	VRP Use Only
	<small>(please review all statutes in their entirety to ensure compliance)</small>	<small>(write N/A if not applicable)</small>	
§49-175A.1	Summary of existing site characterization and assessment information; information regarding any remediation previously conducted; copies of referenced reports not previously submitted;		<input type="checkbox"/>
§49-175A.2	If the site has not been characterized, a plan to conduct site characterization and a schedule for completion.		<input type="checkbox"/>
§49-175A.3.a	If site characterization is completed, a description of how the remediation will comply with §49-175B ("Work Plans") and how the completion of remediation will be verified. A schedule for completion must be included.		<input type="checkbox"/>
§49-175A.3.b	If site characterization is completed, the work plan may provide for the remediation to be conducted in phases or tasks. A schedule for completion must be included.		<input type="checkbox"/>
§49-175A.4	Schedule for submission of progress reports.		<input type="checkbox"/>
§49-175A.5	A proposal for community involvement as prescribed by §49-176 ("Community Involvement Requirements")		<input type="checkbox"/>
§49-175A.6	If known, a list of institutional or engineering controls necessary during remediation and after completion of the proposed remediation to control exposure to contaminants.		<input type="checkbox"/>
§49-175A.7	A proposal for monitoring during remediation and after the remediation if necessary to verify whether the approved remediation levels or controls have been attained and will be maintained.		<input type="checkbox"/>
§49-175A.8	A list of any permits or legal requirements known to apply to the work or already performed by the applicant.		<input type="checkbox"/>
§49-175A.9	If requested by the department, information regarding the financial capability of the applicant to conduct the work identified in the application. <i>(IF APPLICABLE)</i>		<input type="checkbox"/>

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§49-175B	Remediation levels or controls for remediation conducted pursuant to this article shall be established in accordance with rules adopted pursuant to §49-282.06 unless one or more of the following applies: see §49-175B.1 through §49-175B.4, below.		<input type="checkbox"/>
§49-175B.1	The applicant demonstrates that remediation levels, institutional controls, or engineering controls for remediation of contaminated soil comply with §49-152 and the rules adopted.		<input type="checkbox"/>
§49-175B.2	The applicant demonstrates that remediation levels, institutional controls, or engineering controls for remediation of landfills or other facilities that contain materials that are not subject to §49-152 (i.e.: asbestos) do not exceed a cumulative excess lifetime cancer risk between 1×10^{-4} to 1×10^{-6} , and a hazard index of no greater than 1.		<input type="checkbox"/>
§49-175B.3	The applicant demonstrates that on achieving remediation levels or controls for a source or potential source of contamination to a navigable water, the source of contamination will not cause or contribute to an exceedance of surface water quality standards, or if a permit is required pursuant to 33 United States Code §1342 for any discharge from the source, that any discharges from the source will comply with the permit.		<input type="checkbox"/>
§49-175B.4	The applicant demonstrates that, on achieving remediation levels or controls for a source of contamination to an aquifer, the source will not cause or contribute to an exceedance of aquifer water quality standards (AWQS) beyond the boundary of the facility where the source is located.		<input type="checkbox"/>
§49-175C	The VRP may waive any work plan requirement under this section that it determines to be unnecessary to make any of the determinations required under §49-177 . <i>If any waivers are requested in the Work Plan or have been previously requested and approved by the VRP, cite them in the Work Plan, including a citation of the statute for which the waiver applies.</i>		<input type="checkbox"/>

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To support the prerequisites established by A.R.S. §49-177 and §49-180, the VRP expects certain documentation to accompany a Work Plan. The following provides a list of attachments/exhibits which are recommended for submittal with a Work Plan to provide the information required by the statutes.

Work Plan Information	Title of Figure/Table/Attachment/Exhibit Where Requested Information is Cited <small>(write N/A if not applicable)</small>	Figure/Table/ Attachment or Report Page Number <small>(write N/A if not applicable)</small>	VRP Use Only
Site Location Map <i>(topographic or aerial)</i>			<input type="checkbox"/>
Site Map <i>(to scale)</i>			<input type="checkbox"/>
Historical Sampling Data Table			<input type="checkbox"/>
Historical Sample Location Map <i>(to scale)</i>			<input type="checkbox"/>
Proposed Sample Location Map <i>(to scale)</i>			<input type="checkbox"/>
Sampling and Analysis Plan <i>(includes Field Sampling Plan & Quality Assurance Plan)</i>			<input type="checkbox"/>
Proposed Remediation System Location Map			<input type="checkbox"/>
Proposed Remediation System Layout <i>(Design Drawings)</i>			<input type="checkbox"/>
Schedule for Implementation of Project Activities* <i>(Gantt Style Chart)</i>			<input type="checkbox"/>
<small>*Project Activities are defined in A.R.S. §§49-175A.2 through 49-175A.4, and 49-176A.2 (Community Involvement).</small>			
Proposed Language for Public Notification of Remediation <i>(i.e.: example signage)</i>			<input type="checkbox"/>
Plan for Investigative Derived Waste (IDW)			<input type="checkbox"/>
Evaluation of Remedial Alternatives <i>(i.e: for Feasibility Study Work Plan)</i>			<input type="checkbox"/>

DOES THE WORK PLAN PROPOSE IMPLEMENTING SITE-SPECIFIC REMEDIATION LEVELS?

Yes No

DOES THE WORK PLAN PROPOSE EVALUATION OF BACKGROUND LEVELS?

Yes No

NOTE: When reports are submitted which document any type of sampling activity, the submittal of Electronic Data per ADEQ's [Groundwater Data Submittal Guidance \(V3.4\)](#) is strongly recommended.