

**Application to Become a Certified Consultant under the Hazardous Substance
Cleanup Act (HSCA) Program**
(Last Updated 1/3/2013)

1. **Provide the following contact information.**

Name of business (applicant): _____

Name of primary contact for applicant: _____

Address: _____

Phone number: _____

Fax number: _____

Email: _____

2. **Provide proof of a valid Delaware business license.**

3. **Check the box next to the categories of work for which the applicant is seeking certification:**

Investigative/Remedial Action work including facility evaluations, site inspections, remedial investigations, Brownfields investigations, human health risk assessment, feasibility studies, oversight, and long-term stewardship

Ecological work including ecological risk assessments, and natural resource damage assessments, restorations, and enhancements

4. **For Investigative/Remedial Action work, provide the following information for all of the personnel who will work on HSCA-related projects in Delaware:**

- The name and job titles of the people who will be assigned to perform the following job functions. (There must be at least one person fulfilling each role; however, individuals can fulfill multiple roles on a given project provided they are trained and experienced.):

- | | |
|--------------------------------------------------------|----------------------------------------------------|
| <input type="checkbox"/> Project Manager | <input type="checkbox"/> Chemist |
| <input type="checkbox"/> Professional Geologist | <input type="checkbox"/> Professional Engineer |
| <input type="checkbox"/> Biologist | <input type="checkbox"/> Health and Safety Officer |
| <input type="checkbox"/> Environmental Scientist | <input type="checkbox"/> Wetland Specialist |
| <input type="checkbox"/> Toxicologist or Risk Assessor | |

- The resumes of the individuals listed above. (The Project Manager(s) must demonstrate that he or she has been the Project Manager for at least three (3) different Superfund-related projects.)
- The contact information for all of these individuals
- The completion date of initial OSHA training or latest refresher training (whichever is most recent) for those individuals anticipated to perform fieldwork where such training is required
- The cards or certificates demonstrating that the PG and PE listed are currently registered and licensed in Delaware

-AND/OR-

For Ecological work, check the areas below in which the applicant practices and can document training and experience (Please support experience with information included in the resumes):

- Natural Resource Damage Assessment (NRDA)
- Environmental economics
- Terrestrial biology/ecology
- Aquatic biology/ecology
- Wetland ecology
- Wetland identification and delineation under:
 - Federal statutes and regulations
 - Delaware statutes and regulations
- Wildlife biology/management
- Fisheries biology/management
- Botany
- Invasive species management
- Ecotoxicology
- Ecological risk assessment
- Ecological restoration
- Surface water hydrology
- Soil science
- Ecological enhancement of commercial, industrial, and/or residential sites
- Other (specify) _____

Provide the following information for all of the personnel who will work on HSCA-related projects in Delaware:

- For each specialty checked above, provide the name and job titles of the people who will be assigned to perform the respective job functions. (There must be at least one person fulfilling each role; however, individuals can fulfill multiple roles on a given project provided they are trained and experienced.)

- Provide the name and job titles of the person(s) who will be assigned to perform the functions of Project Manager and Health and Safety Officer.
- The resumes of individuals listed above. (The Project Manager(s) must demonstrate that he or she has been the Project Manager for at least three (3) different ecological projects.)
- The contact information for all of these individuals
- The completion date of initial OSHA training or latest refresher training (whichever is most recent) for those individuals anticipated to perform fieldwork where such training is required

5. **For Investigative/Remedial Action work, provide one (1) page project summaries describing three (3) different Superfund or RCRA Corrective Action related (state or federal) investigations or remedial actions** that the applicant has performed. A minimum of two (2) projects must demonstrate completion of remedial action work. **Credit will not be given for a project that exclusively involved the investigation and cleanup of an underground storage tank (UST) petroleum release site.** By nature, HSCA-related projects can be considered more complex based on investigating unknown sources of contamination, a much broader range of analytical requirements, and the use of more intensive risk assessment techniques. UST removal actions can be described as a specific activity of the larger facility cleanup effort. List the names of people involved and their role in managing these projects. Provide names, addresses and phone numbers of the clients for whom the work was performed. (No DNREC employees may be used as references.) These references may be contacted by DNREC staff to discuss project.

-AND/OR-

For Ecological work, please provide one (1) page project summaries describing three (3) different ecological projects that the applicant has performed; preferably projects in the context of CERCLA, state superfund, or RCRA. List the names of people involved and their role in managing these projects. List the names of people involved and their role in managing these projects. Provide names, addresses and phone numbers of the clients for whom the work was performed. (No DNREC employees may be used as references.) These references may be contacted by DNREC staff to discuss project.

6. **Indicate knowledge and experience applying appropriate Federal, State and local regulations as they pertain to the referenced superfund-related projects.** Applicant should list specific regulations that work was performed in accordance with for each referenced project. **Additionally, if not previously acknowledged, the applicant should indicate that all personnel who will be working on HSCA projects have read and have a working knowledge of the *Delaware Regulations Governing Hazardous Substance Cleanup, the Hazardous Substance Cleanup Act Guidance Manual and the Hazardous Substance Cleanup Act, 7 Del. C. Chapter 91.* The applicant should indicate that they have reviewed the *Delaware Standard Operating Procedures for Chemical Analytical Programs (SOPCAP)* as referenced in the HSCA Regulations Subsection 7.1.**

Additionally, for **Ecological** work, the applicant shall describe its knowledge and experience (as applicable to the specialties checked above) applying appropriate Federal, State and local statutes and regulations governing waters, water pollution, wetlands, subaqueous lands, fish, shellfish, wildlife, endangered and threatened species, and land preservation.

7. **Demonstrate that the applicant has the capability and knowledge to submit data electronically using electronic data deliverables (EDDs)** as specified on the SIRS web page at the following web address:
http://www.awm.delaware.gov/SIRB/Pages/SIRB_EQuIS.aspx. These requirements are being implemented in phases. Please continue to check this web page for updates.

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