INSTRUCTION KIT FOR UPDATING FEDERAL AGENCY POLLUTION ABATEMENT AND PREVENTION PROJECT PLANS

U.S. ENVIRONMENTAL PROTECTION AGENCY

Office Of Enforcement

Office Of Federal Facilities Enforcement

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If a Federal agency does not maintain a computerized database, it will be necessary to update a computer printout covering projects contained in the database maintained by EPA. These printouts reflect the information previously reported by an agency during the last update. Verify the information and make any needed changes directly on the printouts in red ink. If an agency does not submit computerized data input and desires to add new projects to its database, the agency must submit a completed EPA form 3500-7 for each project to be added. It is vitally important that each new project contain the correct federal facility identification number (FFID). A project can not be entered into the database if this ID number is missing. Complete instructions for completing EPA Form 3500-7 are contained in Section 3 of this booklet.

During the formal review process conducted by the EPA Regions, personnel listed as the point-of-contact on projects submitted through the A-106 system, may be contacted by EPA reviewers to clarify points related to a particular project. In some instances, a meeting between the EPA review staff and the Federal Agency reporting the project may be necessary to complete the regional review.

SECTION 2

SCHEDULE OF EVENTS FOR THE FY 95 A-106 REVIEW CYCLE

It is important to note that the scheduled June 15, 1993 date for submitting data for the FY 1995 A-106 reporting cycle is the latest date for submitting materials for inclusions in the system for EPA review. Federal agencies are encouraged to submit update data as early as possible prior to the June 15th date.

JUNE 15, 1993	Federal agencies submit new and updated A-106 project data for FY 95 to EPA HQ for review
JULY 15, 1993	FY 95 federal agency A-106 plans forwarded to EPA regions for review and, as appropriate, to meet with federal agencies for further discussion.
SEPTEMBER 15, 1993	Completed reviews of federal agency plans forwarded to HQ from EPA regions
OCTOBER 15, 1993	Annual EPA A-106 Pollution Abatement report submitted to OMB

SECTION 1

INTRODUCTION

Executive Order 12088, "Federal Compliance with Pollution Control Standards," makes the head of each executive agency responsible for seeing to it that the agencies facilities, programs and activities it funds meet Federal, state and local environmental requirements and to correct situations that are not in compliance with such regulations. Section 1-401 of the Executive Order directs that each agency "shall submit to the Director of the Office of Management and Budget (OMB), through the Administrator [of the Environmental Protection Agency], an annual plan for the control of environmental pollution" and further indicates that the Administrator "shall establish guidelines for developing such plans."

Section 1-402 of the Executive Order specifies that in "preparing its plan, each Executive agency shall ensure that the plan provides for compliance with all applicable pollution control standards." The implementing document for agencies to use to fulfill the intent of the Executive Order is OMB Circular A-106, "Reporting Requirements in Connection With the Prevention, Control, and Abatement of Environmental Pollution at Existing Federal Facilities." The process based on this circular is the planning tool to identify, track, and report pollution abatement projects that will enable an agency to meet existing environmental requirements or correct identified compliance problems.

The A-106 system sets funding priorities, based on each project's compliance status, so that environmental control projects are completed in a timely manner to meet statutory and regulatory requirements. Highest priority is given to those facilities that are already out of compliance or will go out of compliance if funds needed to meet environmental requirements are not provided. OMB Circular A-11, further requires that "estimates for design and construction of Federal facilities or remedial environmental projects will be submitted (for funding) only after consultation with EPA as provided under the A-106 process."

EPA reviews each agency's pollution abatement plans each year during a formal update cycle. EPA provides direct feedback to each agency on its plan, including suggestions for additional projects that are needed in the plan, and suggestions for changes to existing projects already in the plan. After completing these reviews, the EPA Administrator files an annual report to the Director of OMB, reflecting the pollution abatement funding needs of reporting Federal agencies for each fiscal year.

EPA ensures that all reported information is submitted by each federal agency in a timely manner. It also ensures that all environmental needs are being addressed, and that future requirements are being properly programmed. EPA also performs a compliance check to verify that facilities experiencing compliance problems are adequately addressing their needs via the A-106 process. Please note that a major change in reporting requirements instituted for Superfund projects at installations listed on the National Priorities List (NPL) requires that each specific action or response be reported at the Activity Data Sheet or operable unit level.

Those Federal agencies that maintain the A-106 project plan data on an in-house computerized database, only need update this data and submit a current disc to the Office of Federal Facilities Enforcement (OFFE).

SECTION 3

INSTRUCTIONS FOR COMPLETING EPA FORM 3500-7 FOR NEW POLLUTION ABATEMENT AND PREVENTION PROJECTS

Please note that the underlined items must be complete and accurate to enter a project into the A-106 system All entries should be completed to facilitate fast processing and assessment of the project. **ALL ENTRIES SHOULD BE PRINTED OR TYPED ON THE FORM.**

I. FACILITY/INSTALLATION INFORMATION.

Federal Facilities ID (FFID) - This is comprised of the State code + Agency/Bureau code + GSA installation number.

I. 1. STATE CODE - Enter the two character code for the state where the project is located. This can be found in Appendix F. Enter "XX" for foreign facilities.

I. 2. AGENCY/BUREAU CODE - Enter the four-digit code for the agency responsible for the project. These codes are listed in Appendix A. Not all agencies utilize the bureau codes. Those agencies that do, please be careful in selecting the proper code. Those agencies that do not utilize the bureau code should use zeros for their bureau code. (eg:1700,1800,6400,6800,9600). For DOD agencies the Bureau Code represents the major command.

I. 3. GSA INSTALLATION NUMBER - This five digit number is available from Facility Management Offices, Property Management Offices, or from EPA Regional Office Federal Facilities Coordinators. A listing of each agency's GSA Coordinator can be found in Appendix E. For foreign facilities without GSA numbers, enter a unique five-digit number which identifies a facility with a particular agency.

I. 4. EPA REGION - Enter the two-digit code (01 - 10) for the Region in which the project is located. These codes can be found in Appendix F. Code "11" is used for foreign facilities not under Regional jurisdiction. NOTE: Do not fill in if II.2. "various locations" is marked "yes".

I. 5. COUNTRY - Enter the three-digit code for the country where the project is located. The codes are listed in Appendix G. Example: USA

I. 6. NEW INSTALLATION - Mark "yes" if the installation has no active or inactive projects in the A-106 system.

I. 7. OWNERSHIP TYPE - Enter one of the two-digit codes listed below:

FF	-	Federally owned, Federally operated
FC	-	Federally owned, operated by a private contractor to the Federal Government
FP	-	Federally owned, Privately operated

PF	-	Privately owned, constructed for use by the Federal Government and operated by the Federal Government
PL	-	Privately owned, Leased and operated by the Federal Government
PI	-	Privately owned, Indian lands
FI	-	Federally owned, Indian lands
AX	-	Mining Claims - Active Mixed Ownership
IX	-	Mining Claims - Inactive Mixed Ownership
MA	-	Mining Claims - Active on Federal Land
MI	-	Mining Claims - Inactive on Federal Land

I. 8. INSTALLATION NAME - Enter up to thirty characters beginning with the AGENCY/BUREAU. Example: US ARMY FORT BENNING

I. 9. STREET ADDRESS - Enter the mailing address for the project location.

I. 10. CITY NAME - If the project is located in a city, print the name of that city.

I. 11. ZIP CODE - Enter the complete nine-digit code.

II. BASIC PROJECT INFORMATION

II. 1. AGENCY PROJECT NUMBER - Enter up to ten characters and/or digits for the identification number of this project. This number/code must be unique to all active or inactive projects within a Federal Facilities ID (FFID) for your agency, otherwise it will be rejected by the A-106 system. The combination of FFID and Agency Project Number uniquely identifies a project to the A-106 system.

II.2 OPERABLE UNIT/AGENCY DATA SHEET - This field must be completed for all Superfund cleanup projects. Leave blank for all other type of projects. See Section 4 for details.

II. 3. MULTIPLE INSTALLATIONS - Mark "YES" for projects which have a nationwide impact, are centrally funded or include a generic project type at several facilities. This permits the listing of projects previously unreported because funding could not be related to specific sites at the time of submission.

II. 4. STATUTORY AUTHORITY - Enter the code for the Environmental Law/Regulation from APPENDIX B. Proper identification of the statute is essential to assure that the project is sent to the proper EPA office for review.

II. 5. POLLUTANT CATEGORY - Enter the category code from APPENDIX B for the pollutant(s) to be controlled or prevented by this project. Use care in selecting the pollutant category to correctly reflect the proper stage of the process.

II. 6. AGENCY FUNDING ACCOUNT - Enter the two-digit code in APPENDIX C for the Agency/Bureau funding the project.

II. 7. YEAR FUNDING REQUIRED - Enter the two digits for the fiscal year in which project funding must be received to comply with statutory requirements.

II. 8. PROJECT NAME - Enter up to forty - four (44) characters which briefly describe the project. This name is the key project identifier in reports to the OMB and Congress. EXAMPLE: INSTALLATION OF UST LEAK DETECTORS (thirty-four characters including spaces)

II. 9. CONTACT - Enter up to twenty characters giving the name of the individual responsible for/knowledgeable about the status of the project.

II. 10. TELEPHONE NUMBER - Enter the nine-digit/character telephone number where the CONTACT can be reached.

EXAMPLE: 202-235-7896

II. 11 TOTAL COST ESTIMATE - Enter the current total project cost estimate in thousands of dollars.

EXAMPLE: $3,546,200.00 is entered as 3,546.2

II. 12. ENVIRONMENTAL PROJECT ASSESSMENT - Mark "HIGH", "MED", or "LOW". Complete definitions of the project assessment categories are given below. This assessment is used by the EPA and the OMB for consideration in budgeting.

A **HIGH (H)** priority project is **critical** to the agency program and/or clean up of the local environment in the **President's Budget Year** (i.e., current year +2). Situations where a project may be considered to be of high priority are:

- Immediate funding is essential to the achievement of compliance schedules mandated by applicable law and to avoid litigation, **and/or**
- Successful abatement of the pollution problem will significantly improve the environment, **and/or**
- Deferral of funding will measurably delay the agency's abatement program and/or the total cleanup objectives in the area around the installation, **and/or**
- Feasible alternative solutions are not available and delays cannot be counterbalanced, **and/or**

- Immediate action is needed to avoid confrontations with the State or the public, which could take place in the courts, **and/or**

- Other undesirable occurrences may have negative effects on the agency's environmental protection effort or the facility's mission.

A **MEDIUM (M)** priority project is important to the agency program and/or clean up of the local environment in the **President's Budget Year**. Situations which may warrant a medium priority designation include:

- Immediate funding is essential to the achievement of compliance schedules mandated by applicable law but litigation is not a factor, **and\or**

- Successful abatement of the pollution problem will improve the environment, **and/or**

- Feasible alternatives are available but require substantial justification, **and/or**

- Some action is needed to avoid confrontation with the State or the public.

A **LOW (L)** priority project is desirable to the agency program and/or clean up of the local environment but deferral of the project will have little or no effect on the agency's abatement program or the local environment in the **President's Budget Year**. A Class III project may be considered of low priority, however specific local circumstances (e.g., pressure from the public) may result in the justification of a higher priority assessment.

II. 13. COMPLIANCE STATUS - Mark the code which identifies the compliance status of the pollution source which this project is designed to control. A complete descriptive list of the status codes are presented below.

All pollution abatement and prevention projects for Federal facilities are classified according to their Compliance Status. To provide a way to assess the relative importance of each project, a system for identifying compliance priorities via a hierarchy of three distinct classes and nine different compliance categories has been established.

FEDERAL FACILITIES COMPLIANCE HIERARCHY

CLASS I; includes projects that are out of compliance, have been the subject to an enforcement action, or that involve a signed consent order or compliance agreement with EPA of a State government agency. EPA considers these projects to be of critical priority.

CLASS II; includes those projects that must be dealt with in an agency's current planning cycle to meet a compliance deadline in the immediate future. If projects in this class are not programmed for funding during the current budget cycle, they may be out of compliance before needed money can be provided.

CLASS III; includes other projects that the individual federal agencies believe are important but are not related to an imminent compliance requirement. Projects that will prevent pollution through changes in technology, re-design, etc. are also included in this class.

Compliance Status - the status of the facility, with regard to achieving compliance with an environmental standard, is identified and defined by one of nine following acronyms.

In Class I, there are three compliance categories:

CMPA: covered by conditions of a signed Federal facility Compliance Agreement, Consent Order or equivalent State enforcement action.

INOV: deficiencies found on inspections by regulatory authority or cited in Notice of Violation or equivalent.

ESDP: does not meet an established standard and deadline has passed.

In Class II, there are two compliance categories:

ESDF: does not meet an established standard and compliance deadline is in the future.

PSDF: does not meet a pending standard and compliance deadline is in the future.

In Class III, there are four compliance categories:

ESRO: meets an established standard but needs replacement due to obsolescence.

ESRE: meets an established standard but needs replacement due to need for expansion.

ESDL: meets an established standard but is needed to demonstrate environmental leadership.

OTHER: meets an established standards but project needed for other reasons.

The following matrix displays the various compliance classes and their respective codes to better illustrate their relationship(s) to one another:

CLASS I	CLASS II	CLASS III
CMPA	ESDF	ESRO
INOV	PSDF	ESRE
ESDP		ESDL
		OTHER

II. 14. ESTIMATED REQUIREMENTS COST

REQUIREMENT - Enter estimated cost of needed projects, that are required for the Agency to remain in, or return to full compliance with all environmental laws. Projects must be feasible and executable if funds are attained in the year(s) indicated.

PROGRAMMED/BUDGETED - Enter estimated cost of projects for the years in which money is actually expected to be received. Constrained by organizations budget, funds must actually be included in organizations official programming and budgeting procedures. To be "budgeted" means funds have been received, are included in next years budget request, or are intended to be included in the following year (FY+2) presidential budget. "Programmed", means that the project has sufficient priority to have a high probability of funding during an out-year. **The funding reported in this field will be the amount reported to OMB in the A-106 report.**

OBLIGATED - Enter amount actually spent on project execution.

II. 15. PROJECT MILESTONES

DESIGN/PLAN COMPLETION - Date when the design or plan is scheduled to be completed. Enter date in the four-digit month/year format.

EXAMPLE: May, 1995 = 0 5 9 5

CONSTRUCTION/WORK START - Enter the date when construction or work is scheduled to start on this project. Enter date in the four-digit month/year format.

CONSTRUCTION/WORK COMPLETION - Enter the date when construction or work on this project is scheduled for completion. Enter date in the four-digit month/year format.

FINAL COMPLIANCE REQUIRED - Enter the date when statutory or court ordered compliance is needed. Enter date in the four-digit month/year format.

PROGRESS CODE - Enter the number from the table below which describes current project status. NOTE: Entry of the codes for discontinued and completed will cause the project to be listed as inactive. Only use those codes if a project has actually been discontinued or completed.

1 - Preliminary Planning
2 - Design
3 - Construction
4 - Work ongoing (non-construction)
5 - Completed
6 - Discontinued
7 - Deferred
8 - Other (discuss in project narrative)
9 - Continuous

FISCAL YEAR COMPLETED - Enter the two digits for the fiscal year in which the project was completed.

III. PROJECT NARRATIVE

DESCRIPTION - Enter up to 500 characters (printed or typed) to describe the project or operable unit as completely as possible.

It is very important to include as much information as possible to describe the project. As a minimum, the description must include:

- o A description of the legal requirements
- o The pollutants to be controlled by the project
- o Controls to be purchased or installed

SECTION 4

OPERABLE UNIT

Operable unit is a field that has been added to A-106 to facilitate the reporting requirements for Federal Facility Superfund cleanup sites listed on the National Priorities List (NPL). The amended Circular A-11 (1990) mandates additional reporting requirements for all projects on the NPL. These activities must now be reported through the A-106 process at the activity data sheet (ADS) (DOE only) or operable unit level.

The EPA's National Contingency Plan (NCP) defines operable unit as "discrete actions that comprise incremental steps to the final remedy". This requires that each specific action or response be reported as an operable unit. Activities defined at this level will be monitored as separate projects and reported to OMB as separate projects. An operable unit can be further defined as one of the following; a) a separate geographic area of treatment; b) a separate treatment technology in the same geographic area; or c) a separate phase of response (as described in the National Contingency Plan, 40 CFR 300).

All agency activities meeting the above requirements should be reported as separate projects, identified at the operable unit level. The Department of Energy (DOE) may report activities defined at the Agency Data Sheet level (ADS#) or the operable unit level (whichever is appropriate). All non-DOE agencies reporting under this requirement should put the three digit OPERABLE UNIT NUMBER in this field.

APPENDIX A

AGENCY/BUREAU CODES

AGENCY	BUREAU	AGENCY NAME	BUREAU NAME
1200	1200	DEPT OF AGRICULTURE	DEPARTMENT OF AGRICULTURE
1205	1205		AGRICULTURAL RESEARCH SERV
1223	1223		FOREST SERVICE
1231	1231		RURAL ELECTRIFICATION ADMIN
1234	1234		ANIMAL & PLAN HEALTH INSP SERV
1235	1235		SOIL CONSERVATION SERVICE
1237	1237		FOOD SAFETY & INSPEC SERVICE
1300	1300	DEPT OF COMMERCE	DEPARTMENT OF COMMERCE
1306	1306		NATL INST OF STDS & TECH
1313	1313		MARITIME ADMINISTRATION
1314	1314		NAT'L OCEANIC ATMOSPHERIC ADM
1315	1315		NAT'L BUREAU OF STANDARDS
1320	1320		ECONOMIC DEVELOPMENT ADMIN
1400	1400	DEPT OF INTERIOR	DEPARTMENT OF INTERIOR
1409	1409		BUREAU OF INDIAN AFFAIRS
1411	1411		BUREAU OF LAND MANAGEMENT
1415	1415		BUREAU OF MINES
1417	1417		NATIONAL PARK SERVICE
1423	1423		BUREAU OF RECLAMATION
1435	1435		NATIONAL FISH HATCHERIES
1436	1436		FISH AND WILDLIFE SERVICE
1500	1500	DEPT OF JUSTICE	DEPARTMENT OF JUSTICE
1515	1515		IMM & NATURALIZATION SERVICE
1519	1519		BUREAU OF PRISONS
1600	1600	DEPARTMENT OF LABOR	DEPARTMENT OF LABOR
1700	1700	DEPARTMENT OF NAVY	DEPARTMENT OF NAVY
1800	1800	U S POSTAL SERVICE	UNITED STATES POSTAL SERVICE
1900	1900	DEPARTMENT OF STATE	DEPARTMENT OF STATE
1901	1901		OFFICE OF ADMINISTRATION
1915	1915		INT'L BOUND & WATER COMMISSION
1931	1931		US COMMISSION TO THE U.N.
1936	1936		OFFICE OF FOREIGN BUILDINGS
2000	2000	DEPT OF TREASURY	DEPARTMENT OF TREASURY
2100	2100	DEPARTMENT OF ARMY	DEPARTMENT OF ARMY
2101	2101		COMMUNICATIONS COMMAND
2102	2102		MILITARY DIST OF WASHINGTON
2104	2104		US ARMY RSRV-TRADOC
2105	2105		US ARMY RSRV-FORSCOM
2108	2108		CORPS OF ENGINEERS
2112	2112		INTELL & SECURITY COMMAND
2116	2116		HEALTH SERVICES COMMAND
2118	2118		NATIONAL GUARD
2135	2135		MILITARY TRAFFIC MGMT COMM

AGENCY/BUREAU CODES (CONT'D)

AGENCY	BUREAU	AGENCY NAME	BUREAU NAME
2136	2136		BALL MISS DEFENSE SYSCOM
2137	2137		TRAINING & DOCTRINE COMM
2138	2138		MATL DEVELOP & READ COMMAND
2140	2140		FORCES COMMAND
2141	2141		RECRUITING COMMAND
2145	2145		WESTERN COMMAND
2146	2146		USA MILITARY ACADEMY
2147	2147		US ARMY EUROPE & SEVENTH ARMY
2148	2148		US ARMY JAPAN
2149	2149		EIGHTH US ARMY, KOREA
2199	2199		US ARMY SOUTH C
3300	3300		SMITHSONIAN INST
3600	3600	VETERANS ADMIN	VETERANS ADMINISTRATION
4700	4700	GENERAL SERV ADMIN	GENERAL SERVICES ADMINISTRATION
4715	4715		PUBLIC BUILDINGS SERVICE-FBF
4718	4718		FEDERAL PROPERTY RESOURCES SERV
5600	5600		CENTRAL INTELLIGENCE AGENCY
5700	5700	DEPT OF AIR FORCE	DEPARTMENT OF AIR FORCE
5702	5702		HEADQUARTERS (AIR STAFF)
5704	5704		AIR FORCE DISTRICT OF WASHINGTON
5708	5708		ACCOUNTING AND FINANCE CTR
5710	5710		COMMUNICATIONS SERV (AFCC)
5711	5711		SPACE COMMAND
5712	5712		RESERVE COMMAND
5714	5714		SECURITY SERVICE
5715	5715		AIR TRAINING COMMAND
5716	5716		AIR UNIVERSITY
5717	5717		AIR FORCE LOGISTICS COMMAND
5718	5718		MILITARY AIRLIFT COMMAND
5719	5719		STRATEGIC AIR COMMAND
5721	5721		TACTICAL AIR COMMAND
5722	5722		PERSONNEL MANAGEMENT EVALUATION
5723	5723		APPELLATE REVIEW
5724	5724		REGIONAL CIVIL ENGINEER
5725	5725		PUBLICATION DISTRIBUTION CTR
5726	5726		OFF OF SPECIAL INVESTIGATIONS
5728	5728		AIR NATIONAL GUARD
5729	5729		AIR FORCE ACADEMY
5730	5730		PACIFIC AIR FORCES
5731	5731		U.S. AIR FORCES EUROPE

AGENCY/BUREAU CODES (CONT'D)

AGENCY	BUREAU	AGENCY NAME	BUREAU NAME
6400	6400	TENN VALLEY AUTH	TENNESSEE VALLEY AUTHORITY
6800	6800	E.P.A.	ENVIRONMENTAL PROTECTION AGENCY
6900	6900	DEPT OF TRANS	DEPARTMENT OF TRANSPORTATION
6901	6901		OFFICE OF THE SECRETARY
6902	6902		RESEARCH SPEC PROG ADMIN
6903	6903	US COAST GUARD	UNITED STATES COAST GUARD
6905	6905	F A A	FEDERAL AVIATION ADMINISTRATION
6907	6907		FEDERAL HIGHWAY ADMINISTRATION
6909	6909	FED RAILROAD ADMIN	FEDERAL RAILROAD ADMINISTRATION
6910	6910		MARITIME ADMINISTRATION
6911	6911	ST. LAWRENCE SEAWAY	ST.LAWRENCE SEAWAY DEVELOPMENT
6913	6913		ALASKA RAILROAD
7500	7500	DEPT OF HHS	DEPT OF HEALTH & HUMAN SERVICES
7503	7503		HEALTH RESOURCES & SERVICE ADMIN
7506	7506		FOOD AND DRUG ADMIN
7508	7508		NATIONAL INSTITUTE OF HEALTH
7509	7509		CENTER FOR DISEASE CONTROL
7510	7510		INDIAN HEALTH SERVICE
7511	7511		OFFICE OF ASST SEC FOR HEALTH
7513	7513		ALCOHOL, DRUG ABUSE & MENTAL HLTH
7518	7518		AGENCY FOR HLTH CARE POLICY RES
8000	8000	NASA	NAT'L AERONAUTICS & SPACE ADMIN
8002	8002		AMES RESEARCH CENTER
8003	8003		FLIGHT RESEARCH CENTER
8004	8004		GODDARD SPACE FLIGHT CENTER
8005	8005		JET PROPULSION LABORATORY
8006	8006		JOHNSON SPACE CENTER
8007	8007		KENNEDY SPACE CENTER
8008	8008		LANGELY RESEARCH CENTER
8009	8009		LEWIS RESEARCH CENTER
8010	8010		MARSHALL SPACE FLIGHT CENTER
8011	8011		MICHOUD ASSEMBLY FACILITY
8012	8012		NATIONAL SPACE TECHNOLOGY LABS
8016	8016		WHITE SANDS TEST FACILITY
8019	8019		NASA DOWNEY INDUSTRIAL PLANT
8600	8600	DEPT HUD	DEPT HOUSING & URBAN DEVELOP
8800	8800	NARA	NATL ARCHIVES & RECORDS ADMIN
8900	8900	DEPT OF ENERGY	DEPARTMENT OF ENERGY
8901	8901		ENERGY RESCH & DEVELOP ADMIN
8903	8903		STRATEGIC PETRO RES PROJ MGMT
8904	8904		DOE NEVADA OPERATIONS OFFICE

AGENCY/BUREAU CODES (CONT'D)

AGENCY	BUREAU	AGENCY NAME	BUREAU NAME
8905	8905		DOE ALBUQUERQUE OPERATIONS OFC
8906	8906		SAN FRANCISCO OPERATIONS OFC
8907	8907		SCHENECTADY NAVAL REACTORS OFF
8908	8908		IDAHO OPERATIONS OFFICE
8909	8909		CHICAGO OPERATIONS OFFICE
8910	8910		SVANNAH RIVER OPERATIONS OFF
8911	8911		PITTSBURGH NAVAL REACTORS OFC
8912	8912		WESTERN AREA POWER ADMIN
8913	8913		DOE NAVAL PETRO & OIL SHALE RES
8914	8914		BONNEVILLE POWER ADMIN
8916	8916		SOUTHWESTERN POWER ADMIN
8917	8917		ALASKA POWER ADMINISTRATION
8918	8918		DOE OAK RIDGE OPERATIONS OFC
8919	8919		GERMANTOWN
8920	8920		ROCKY FLATS
9600	9600	COE(CIVIL)	CORPS OF ENGINEERS, CIVIL
9715	9715	DLA	DEFENSE LOGISTICS AGENCY
9799	9799	FUDS	FORMERLY USED DEFENSE SITES

APPENDIX B

STATUTORY AUTHORITIES AND POLLUTANT CATEGORIES

ENVIRONMENTAL LAW/ REGULATION	POLLUTANT CATEGORY	CODE
Atomic Energy Act (ATOM)	Radioactive Pollutant	RADW
Clean Air Act (CAA)	National Ambient Air Quality Standards - Point Source Control - State Implementation Plan Requirements	 NAQP SIPS
	Permits (fees and application preparation & modification costs)	PRMT
	National Emission Standards for Hazardous Pollutant(s) (List eg; lead, beryllium, etc)	NEHP
	Control of Toxic Air Pollutants	CTAP
	Control of Volatile Organic Compounds, (VOCs)	CVOC
	Asbestos	ASBS
	Radon	RADN
	Training	TRNG
	Pollution Prevention	POLP
	Waste Minimization	WMIN
Clean Water Act (CWA)	Point Source Control (Sect. 402)	PSCS
	Permits (fees and application preparation & modification costs)	PRMT
	Pre-Treatment	PTRQ
	Toxic Water Pollutants (Sect 304)	TWPS
	Estuaries	ESTU

STATUTORY AUTHORITIES AND POLLUTANT CATEGORIES (CONT'D)

ENVIRONMENTAL LAW/ REGULATION	POLLUTANT CATEGORY	CODE
	Waste Water Treatment	WWTR
	Storm Water Point Source	SWPS
	Marine Sanitation Devices	MSDV
	Wetlands (Sect. 404)	WLND
	Non Point Source	NPTS
	Spill Prevention Containment and Counter Measure	SPCC
	Training	TRNG
	Pollution Prevention	POLP
	Waste Minimization	WMIN
Endangered Species Act (ESA)	Endangered Species Surveys	ENDG
	Mitigation Measures	MITM
	Training	TRNG
Federal Insecticide, Fungicide and Rodenticide Act (FIFRA)	Pesticide Storage, Application and Disposal	PSAD
	Training	TRNG
	Pollution Prevention	POLP
	Waste Minimization	WMIN
Historic Preservation Act (HPA)	Historic Preservation Surveys	HIST
	Archaeological Surveys	ARCH
	Restoration Activities	MITM
	Training	TRNG

STATUTORY AUTHORITIES AND POLLUTANT CATEGORIES (CONT'D)

ENVIRONMENTAL LAW/ REGULATION	POLLUTANT CATEGORY	CODE
Multi-Media (MULT)	Pollution Prevention/ Waste Minimization	PRVN
	Environmental Auditing	AUDT
	Mixed Waste	MXDW
Noise Control Act (NCA)	Noise Control Planning	NPLN
	Construction	NCON
	Training	TRNG
	Pollution Prevention	POLP
National Environmental Policy Act (NEPA)	Preparation of EIS/EA on Specific Projects	EAIS
	Mitigation Measures Required Through Record of Decision	MITM
	Training	TRNG
Natural Resources Act (NRA)	Forest Management	FSTM
	Land Management	LNDM
	Training	TRNG
Resource Conservation and Recovery Act (RCRA)	Hazardous Waste Treatment, Storage and Disposal (Subtitle C)	HAZD
	Hazardous Waste Disposal Costs	DISP
	Generator Requirements	GENR
	Permit Application and Modification	PRMT
	Transporter Requirements	TRAN

STATUTORY AUTHORITIES AND POLLUTANT CATEGORIES (CONT'D)

ENVIRONMENTAL LAW/ REGULATION	POLLUTANT CATEGORY	CODE
	Closure Plan (Sect 6008)	CPLN
	Groundwater Monitoring Installation	GWMI
	Underground Storage Tanks (Subtitle I)	USTS
	Corrective Action (Sect. 3004 u & v)	CORA
	Landfills (Subtitle D)	SUBD
	Solid Waste Management Plans	SWMP
	Recycling Programs	RCYP
	Training	TRNG
	Pollution Prevention	POLP
	Waste Minimization	WMIN
Safe Drinking Water Act (SDWA)	Primary Drinking Water Standards	PDWS
	Secondary Drinking Water Standards	SDWS
	Permits (fees & application preparation & modification costs)	PRMT
	Lead in Drinking Water	PBDW
	Sole Source Aquifer	SSAQ
	Wellhead Protection	WLHP
	Underground Injection Control	UNIC
	Training	TRNG
	Pollution Prevention	POLP
	Waste Minimization	WMIN

STATUTORY AUTHORITIES AND POLLUTANT CATEGORIES (CONT'D)

ENVIRONMENTAL LAW/ REGULATION	POLLUTANT CATEGORY	CODE
Comprehensive Environmental Response, Compensation and Liability Act (Superfund)(SFND)	Removal Action	RMVA
	Preliminary Assessment/ Site Investigation	PASI
	Toxics (Pretreatment)	PRET
	Listing Site Investigation	LISI
	Remedial Investigation	RINV
	Feasibility Study	FEAS
	Remedial Design	REMD
	Remedial Action	REMA
	Remedial Investigation and Feasibility Study	RIFS
	Oper Units & Long-term Monitoring	OPLM
	Hazard	HAZD
	Groundwater	GWAT
	Training	TRNG
	Pollution Prevention	POLP
	Waste Minimization	WMIN
Toxic Substances Control Act (TSCA)	Storage and Disposal of PCBs	PCBS
	Training	TRNG
	Pollution Prevention	POLP
	Waste Minimization	WMIN

APPENDIX C

AGENCY FUNDING ACCOUNT CODES *

USDA (12) Department of Agriculture

01	Region 1	25	SWA Fund SDWA
02	Region 2	26	SWA Fund FIFRA
03	Region 3	27	SWA Fund TSCA
04	Region 4	28	SWA Fund CAA
05	Region 5	31	Other Funds CERCLA
06	Region 6	32	Other Funds RCRA
07	Region 7	33	Other Funds CWA-PS
08	Region 8	34	Other Funds CWA-NPS
09	Region 9	35	Other Funds SDWA
00	Region 10	36	Other Funds FIFRA
11	Dept Fund CERCLA	37	Other Funds TSCA
12	Dept Fund RCRA	38	Other Funds CAA
13	Dept Fund CWA-PS	41	Combined Funds CERCLA
14	Dept Fund CWA-NPS	42	Combined Funds RCRA
15	Dept Fund SDWA	43	Combined Funds CWA-PS
16	Dept Fund FIFRA	44	Combined Funds CWA-NPS
17	Dept Fund TSCA	45	Combined Funds SDWA
18	Dept Fund CAA	46	Combined Funds FIFRA
21	SWA Fund CERCLA	47	Combined Funds TSCA
22	SWA Fund RCRA	48	Combined Funds CAA
23	SWA Fund CWA-PS	BLANK	Other
24	SWA Fund CWA-NPS		

USDOL (16) Department of Labor

87..99	Year Project Funded	10	DOL Funds
BLANK	Other	16	A-106 Funds

USNAVY (17) Department of the Navy

01	MILCON	06	Family Housing
02	O&M	07	MILCON, MARCORPS
03	RDT&E	08	O&M, MARCORPS
04	OPN	09	Others
05	MILCON, Navy Rsv	10	DERA

USARMY (21) Department of the Army

01	MILCON	12	AFH (1910) Series (Studies, Surveys, Etc.)
02	O&M		
03	RDT&E	13	AFH (1920) Series (Maint)
04	PEMA	14	OPA (for equipment)
05	MILCON, Army Rsv	15	DERA - OMA
06	AFH	16	DERA - RDTE
07	MILCON, Natl Guard	17	DERA - MCA
08	O&M Natl Guard	18	DERA - OPA
09	Industrial Fund	19	OMA - Base Closure
10	DERA	20	FH - Base Closure
11	OMAR (O&M Army Rsv)	21	MCA - Base Closure
99	Non Federal U.S. Funds	BLANK	Other

AGENCY FUNDING ACCOUNT CODES (CONT'D)

GSA (47) General Services Administration

01	FBH (Federal Building Fund)
BLANK	Other

USAF (57) Department of the Air Force

01	MILCON	06	O&M, Rsv Force
02	O&M	07	MILCON, ANG
03	RDT&E	08	O&M, ANG
04	GOCO Fund	09	Others
05	MILCON, Rsv Force	10	DERA

USDOT (69) Department of Transportation (United States Coast Guard)

01	AC&I (USCG)	04	F&E (FAA)
02	OE (USCG)	05	OPS (FAA)
03	EC&R (USCG)	BLANK	Other

NASA (80) National Aeronautics and Space Administration

01	COF
02	ROS
03	R&D
04	SFC&DC
BLANK	Other

USDOE (89) Department of Energy

01	OE	04	CE
02	LI	BLANK	Other
03	GPP		

USA-COE (96) Corps of Engineer (Civil Works)

02	O&M	09	Construction
03	Revolving Fund - Air	BLANK	Other
06	Revolving Fund - Wat		
08	MS River, Tribs.		

USDOD-DLA (97) Department of Defense (Defense Logistics Agency)

01	MILCON	04	DERA
02	O&M	15	DERA
03	Revolving Fund	BLANK	Other

*NOTE: Check to be sure that your funding account codes are current.

APPENDIX D

ENVIRONMENTAL PROTECTION AGENCY
REGIONAL MULTI-MEDIA FEDERAL FACILITY COORDINATORS
JANUARY 06, 1992

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APPENDIX E

AGENCY CONTACTS FOR
IDENTIFYING GSA INSTALLATION NUMBERS
CONTACT FOR FFID NUMBERS

NAME/AGENCY	TELEPHONE*
Ms. Suzan Pinkston Program Support Division U.S. Postal Service 475 L'Enfant Plaza, SW Washington, D.C. 20260-6423	202-268-3152
Mr. James Jackson Office Of Finance & BAC 819 Taylor Street Ft. Worth, TX 76102	817-334-2229
Ms. Alzora Allen U.S. Army Corps of Engineers Washington, D.C. 20314 ATTN: (CERE-PS)	202-272-0529
Mr. Joe Martin Naval Facilities Engineering Command Alexandria VA 22332	703-325-7370
Mr. Murray Camp Real Property Branch Mailstop ASM-740 Federal Aviation Administration 800 Independence Ave., SW Washington, D.C. 20591	202-267-8872
Mrs. Willia Patterson School Facilities Branch IAP Department of Education Washington, D.C. 20202-6244	202-401-1663
Mr. John Moresko Office of the Interior Washington, D,C. 20520	202-208-5704
Mr. Robert Mack AFBO/PPSRE Department of State Washington, D.C. 20520	202-647-2793

AGENCY CONTACTS (CONT'D)

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Mr. Richard Green/Phil Kogan Department of Health & Human Services 330 Independence Ave., SW Rm. 4700 Washington, D.C. 20201	202-619-0426
Mr. David McKinney Headquarters USAF/LEER Building 16 Bolling Air Force Base Washington, D.C. 20332-5000	202-767-6233
Ms. Kathy Dunn Real Property & Space Mgmt, Services Department of Justice Washington, D.C. 20530	202-633-1598
Chief Financial Officer Office of Financial Mgmt. Panama Canal Commission APO Miami FL 34011	
Mr. James B. Wilkins Property Administrator National Science Foundation 1800 G Street, NW Washington, D.C. 20550	202-357-7414
Mr. Thomas Connor (only one kind of property) Agency Property Management M/ASP (VOA-relay station) 301 4th Street, SW. U.S. Information Agency Washington, D.C. 20547	202-619-6845
Ms. Peggy Grant, Director Reports & Analysis Control Staff Department, HUD Washington, D.C. 20410	202-708-2721

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Mr. Donald E. Jackson Real Property Office Department of Veterans Affairs (084A) Washington, D.C. 20402	202-233-5026
Mr. Craig Zane Department of Energy 1000 Independence Ave, NW Room 5B-020 Washington, D.C. 20585	202-586-0247
Mr. Joe Mink Director, Adminstrative Services Commodity Futures Trading Commissoin Washington, D.C. 20581	202-254-9735
Mr. Jeff Ryan Federal Communication Commission Washington, D.C. 20554	202-634-1524
Ms. Jackie Simmons Office of Administrative Support Federal Emergency Management Agency Washington, D.C. 20472	202-646-2638
Colonel Clayton L. Moran, Director Personnel and Administration American Battle Monuments Commission Washington, D.C. 20314	202-272-0534

AGENCY CONTACTS (CONT'D)

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APPENDIX F

STATE AND EPA REGIONAL ABBREVIATIONS

STATE NAME	CODE	EPA REGION	STATE NAME	CODE	EPA REGION
ALABAMA	AL	04	NEW HAMPSHIRE	NH	01
ALASKA	AK	10	NEW JERSEY	NJ	02
AMERICAN SAMOA	AS	09	NEW MEXICO	NM	06
ARIZONA	AZ	09	NEW YORK	NY	02
ARKANSAS	AR	06	NORTH CAROLINA	NC	04
CALIFORNIA	CA	09	OHIO	OH	05
CANAL ZONE	CZ	09	OKLAHOMA OK	06	
COLORADO	CO	08	OREGON	OR	10
CONNECTICUT	CT	01	PENNSYLVANIA	PA	03
DELAWARE	DE	03	PUERTO RICO	PR	02
DIST. OF COLUMBIA	DC	03	RHODE ISLAND	RI	01
FLORIDA	FL	04	SOUTH CAROLINA	SC	04
GEORGIA	GA	04	SOUTH DAKOTA	SD	08
GUAM	GU	09	TENNESSEE TN	04	
HAWAII	HI	09	TEXAS	TX	06
IDAHO	ID	10	TRUST TERRITORY	TT	09
ILLINOIS	IL	05	UTAH	UT	08
INDIANA	IN	05	VERMONT	VT	01
IOWA	IA	07	VIRGIN ISLANDS	VI	02
KANSAS	KS	07	VIRGINIA	VA	03
KENTUCKY	KY	04	WASHINGTON	WA	10
LOUISIANA	LA	06	WEST VIRGINIA	WV	03
MAINE	ME	01	WISCONSIN WI	05	
MARIANA ISLANDS	CM	09	WYOMING	WY	08
MARYLAND	MD	03			
MASSACHUSETTS	MA	01	FOREIGN	XX	11
MICHIGAN	MI	05	FACILITIES		
MIDWAY	MW	09			
MINNESOTA	MN	05			
MISSISSIPPI	MS	04			
MISSOURI	MO	07			
MONTANA	MT	08			
NEBRASKA	NE	07			
NEVADA	NV	09			

APPENDIX G

COUNTRY CODES
NATIONAL BUREAU OF STANDARDS (5/85)

ENTITY	CODE ALPHA-3	ENTITY	CODE ALPHA-3
AFGHANISTAN	AFG	CHRISTMAS ISLAND	CXR
ALBANIA	ALB	COCOS (KEELING) ISLANDS	CCK
ALGERIA	DZA	COLOMBIA	COL
AMERICAN SAMOA	ASM	COMOROS	COM
ANDORRA & CONGO	COG		
ANGOLA	AGO	COOK ISLANDS	COK
ANGUILLA	AIA	COSTA RICA	CRI
ANTARCTICA	ATA	CUBA	CUB
ANTIGUA & BARBUDA	ATG	CYPRUS	CYP
ARGENTINA	ARG	CZECHOSLOVAKIA	CSK
AUSTRALIA	AUS	DENMARK	DNK
AUSTRIA	AUT	DJIBOUTI	DJI
BAHAMAS, THE	BHS	DOMINICA	DMA
BAHRAIN	BHR	DOMINICAN REPUBLIC	DOM
BANGLADESH	BGD	ECUADOR	ECU
BARBADOS	BRB	EGYPT	EGY
BELGIUM	BEL	EL SALVADOR	SLV
BELIZE	BLZ	EQUATORIAL GUINEA	GNQ
BENIN	BEN	ETHIOPIA	ETH
BERMUDA	BMU	FALKLAND ISLANDS	FLK
BHUTAN	BTN	(ISLAS MALVINAS)	
BOLIVIA	BOL	FAROE ISLANDS	FRO
BOTSWANA	BWA	FIJI	FJI
BOUVET ISLAND	BVT	FINLAND	FIN
BRAZIL	BRA	FRANCE	FRA
BRITISH IND. OCEAN	IOT	FRENCH GUIANA	GUF
TERRITORY		FRENCH POLYNESIA	PYF
BRITISH VIRGIN IS.	VGB	FRENCH SOUTHERN AND	TFA
BRUNEI DARUSSALAM	BRN	ANTARCTIC LANDS	
BULGARIA	BGR	GABON	GAB
BURKINA FASO	BFA	GAMBIA, THE	GMB
BURMA	BUR	GERMAN DEMOCRATIC	DDR
BURUNDI	BDI	REPUBLIC	
CAMBODIA	KHM	GERMANY, FEDERAL	DEU
CAMEROON	CMR	REPUBLIC OF	
CANADA	CAN	GHANA	GHA
CAPE VERDE	CPV	GIBRALTAR	GIB
CAYMAN ISLANDS	CYM	GREECE	GRC
CENTRAL AFRICAN	CAF	GREENLAND	GRL
REPUBLIC		GRENADA	GRD
CHAD	TCD	GUADELOUPE	GLP
CHILE	CHL	GUAM	GUM
CHINA	CHN	GUATEMALA	GTM

COUNTRY CODES (CONT'D)

GUINEA	GIN
GUINEA-BISSAU	GNB
GUYANA	GUY
HAITI	HTI
HEARD ISLAND AND MCDONALD ISLANDS	HMD
HONDURAS	HND
HONG KONG	HKG
HUNGARY	HUN
ICELAND	ISL
INDIA	IND
INDONESIA	IDN
IRAN	IRN
IRAQ	IRQ
IRAQ-SAUDI ARABIA NEUTRAL ZONE	NTZ
IRELAND	IRL
ISRAEL	ISR
ITALY	ITA
IVORY COAST	CIV
JAMAICA	JAM
JAPAN	JPN
JOHNSTON ATOLL	JTN
JORDAN	JOR
KENYA	KEN
KIRIBATI	KIR
KOREA, DEMOCRATIC PEOPLE'S REPUBLIC OF	PRK
KOREA, REPUBLIC OF	KOR
KUWAIT	KWT
LAO PEOPLE'S DEMOCRATIC REPUBLIC	LAO
LEBANON	LBN
LESOTHO	LSO
LIBERIA	LBR
LYBIA	LBY
LIECHTENSTEIN	LIE
LUXEMBOURG	LUX
MACAU	MAC
MADAGASCAR	MDG
MALAWI	MWI
MALAYSIA	MYS
MALDIVES	MDV
MALI	MLI
MALTA	MLT
MARTINIQUE	MTQ
MAURITANIA	MRT
MAURITIUS	MUS
MAYOTTE	XYO
MEXICO	MEX
MIDWAY ISLANDS	MID
MONACO	MCO
MONGOLIA	MNG
MONTSERRAT	MSR
MORROCCO	MAR
MOZAMBIQUE	MOZ
NAMIBIA	NAM
NAURU	NRU
NAVASSA ISLAND	NAV
NEPAL	NPL
NETHERLANDS	NLD
NETHERLANDS ANTILLES	ANT
NEW CALEDONIA	NCL
NEW ZEALAND	NZL
NICARAGUA	NIC
NIGER	NER
NIGERIA	NGA
NIUE	NIU
NORFOLK ISLAND	NFK
NORWAY	NOR
OMAN	OMN
PAKISTAN	PAK
PANAMA	PAN
PAPUA NEW GUINEA	PNG
PARACEL ISLANDS	PAR
PARAGUAY	PRY
PERU	PER
PHILIPPINES	PHL
PITCAIRN ISLANDS	PCN
POLAND	POL
PORTUGAL	PRT
PUERTO RICO	PRI
QATAR	QAT
REUNION	REU
ROMANIA	ROM
RWANDA	RWA
ST. CHRISTOPHER AND NEVIS	KNA
ST. HELENA	SHN
ST. LUCIA	LCA
ST. PIERRE AND MIQUELON	SPM
ST. VINCENT AND THE GRENADINES	VCT
SAN MARINO	SMR
SAO TOME AND PRINCIPE	STP
SAUDI ARABIA	SAU
SENEGAL	SEN
SEYCHELLES	SYC
SIERRA LEONE	SLE
SINGAPORE	SGP

SOLOMON ISLANDS	SLB
SOMALIA	SOM
SOUTH AFRICA	ZAF
SPAIN	ESP
SPRATLY ISLANDS	SPR
SRI LANKA	LKA
SUDAN	SDN
SURINAME	SUR
SVALBARD AND JAN MAYEN ISLANDS	SJM
SWAZILAND	SWZ
SWEDEN	SWE
SWITZERLAND	CHE
SYRIAN ARAB REPUB.	SYR
TAIWAN	TWN
TANZANIA, UNITED REPUBLIC	TZA
THAILAND	THA
TOGO	TGO
TOKELAU	TKL
TONGA	TON
TRINIDAD & TOBAGO	TTO
TRUST TERRITORY OF THE PACIFIC ISLANDS	PCI
TUNISIA	TUN
TURKEY	TUR
TURKS & CAICOS ISLANDS	TCA
TUVALU	TUV
UGANDA	UGA
UNION OF SOVIET SOCIALIST REPUBLICS	SUN
UNITED ARAB EMIRATES	ARE
UNITED KINGDOM	GBR
UNITED STATES	USA
UNITED STATES MISC.POS PACIFIC ISLANDS	
URUGUAY	URY
VANUATU	VUT
VATICAN CITY	VAT
VENEZUELA	VEN
VIETNAM	VNM
VIRGIN ISLANDS OF THE U.S.	VIR
WAKE ISLAND	WAK
WALLIS AND FUTUNA	WLF
WESTERN SAHARA	ESH
WESTERN SAMOA	WSM
YEMEN (ADEN)	YMD
YEMEN (SANAA)	YEM
YUGOSLAVIA	YUG
ZAIRE	ZAR
ZAMBIA	ZMB
ZIMBABWE	ZWE

EPA FORM NO. 3500-7

EPA

United States Environmental Protection Agency
Washington DC 20480

Federal Agency Environmental Plan - Project Report

I. Facility Information

1. State Alpha	2. Agency/Bureau	3. GSA Installation	4. EPA Region	5. Country	6. New Installation ☐ yes ☐ no	7. Ownership Type

8. Name of the Installation

9. Street Address

10. City Name | 11. ZIP Code

II. Basic Project Information

1. Agency Project Number	2. Operable Unit/ Activity Data Sheet	3. Multiple Installations ☐ yes ☐ no	4. Statutory Authority	5. Pollutant Category	6. Funding Account	7. Year Funding Required

8. Project Name *(Brief Description)*

9. Project Contact Name | 10. Contact Telephone | 11. Total Cost Estimate *(in $1,000's)*

12. Environmental Project Assessment ☐ High (H) - (Critical) ☐ Med (M) - (Important) ☐ Low (L) - (Desirable)

13. Compliance Status

Class I	Class II	Class III
☐ CMPA Conditions of a Signed Federal Facility Compliance Agreement, Consent Order, or equivalent State enforcement action	☐ ESDF Does not meet established standard and compliance is in the future	☐ ESRO Meets established standard but needs replacement due to obsolescence
☐ INOV Deficiencies found on inspections by regulatory authority or cited in a Notice of Violation or equivalent	☐ PSDF Does not meet pending standard and compliance deadline is in the future	☐ ESRE Meets established standard but needs replacement due to need for expansion
☐ ESDP Does not meet established standard and compliance deadline has passed		☐ ESDL Meets established standards but needs to demonstrate leadership
		☐ OTHR Other

14. Estimated Requirements Cost

Fiscal Year	Requirement ($1,000's)	Programmed/Budgeted ($1,000's)	Obligated ($1,000's)

15. Project Milestones (Month/Year)

Design/Plan Completion (month/year)	Final Compliance Required (month/year)
Construction/Work	
Start (month/year)	Completion (month/year)
Progress Code	Fiscal Year Completed (year)

Progress Codes:
1 - Preliminary Planning
2 - Design
3 - Construction
4 - Work On-going (non-construction)
5 - Completed
6 - Discontinued
7 - Deferred
8 - Other - identify in project narrative
9 - Continuous

III. Project Narrative

Description *(including legal requirements and pollutants to be controlled)*

EPA Form 3500-7 (REV 1-92) Previous edition is obsolete.