


INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT	STATUS: Effective	POLICY NUMBER: WASTE-0046-R1-NPD	
AGENCY NONRULE POLICY DOCUMENT SUBJECT: Remediation Closure Guide (formerly known as the Risk Integrated System of Closure (RISC) Technical Guidance and Users Guide)	AUTHORIZED: Thomas W. Easterly, Commissioner	ISSUING OFFICE(S): Office of Land Quality	
	SUPERSEDES: WASTE - 0046	RENEWED/REVISED: March 22, 2012	
	ORIGINALLY EFFECTIVE: February 15, 2001		

***Disclaimer:** This Nonrule Policy Document (NPD) is being established by the Indiana Department of Environmental Management (IDEM) consistent with its authority under IC 13-14-1-11.5. It is intended solely as guidance and shall be used in conjunction with applicable rules or laws. It does not replace applicable rules and laws, and if it conflicts with these rules or laws, the rules or laws shall control. Pursuant to IC 13-14-1-11.5, this policy will be available for public inspection for at least forty-five (45) days prior to presentation to the appropriate State Environmental Board, and may be put into effect by IDEM thirty (30) days afterward. If the nonrule policy is presented to more than one board, it will be effective thirty (30) days after presentation to the last State Environmental Board. IDEM also will submit the policy to the Indiana Register for publication.*

1.0 PURPOSE

This Nonrule Policy Document provides guidance for the investigation, remedy selection and closure of contaminated sites.

2.0 SCOPE

This Nonrule Policy Document applies to the following Indiana Department of Environmental Management (IDEM), Office of Land Quality programs: Leaking Underground Storage Tanks, State Cleanup, Voluntary Remediation Program, Brownfields and Resource Conservation and Recovery Act (RCRA) Corrective Action.

3.0 SUMMARY

This Nonrule Policy Document describes selected approaches to investigation and risk-based closure of contaminated or potentially contaminated sites administered by the program areas noted above. The *Remediation Closure Guide* (RCG) provides for consistent application of Indiana Code (IC) 13-25-5-8.5 which is the statutory basis for risk-based cleanups in Indiana.

4.0 DEFINITIONS

A list of Acronyms and a Glossary are included in the Nonrule Policy Document.

5.0 ROLES

The Consultant shall:

- Represent the Responsible Party.
- Prepare workplans or other documents for a site on behalf of a Responsible Party.
- Coordinate activities with the IDEM OLQ Project Manager to achieve closure of a site.
- Submit plans, data and documents as requested by the IDEM Project Manager.
- Perform investigatory or remediation work as described in the workplans or other documents.

The IDEM OLQ Project Manager shall:

- Coordinate and implement remediation activities with the Responsible Party and the Consultant.
- Receive, evaluate and provide comments on documents associated with the investigation, remediation and closure of a site.
- Prepare correspondence to the Responsible Party and Consultant that communicates the status of the remediation project.
- Request technical staff review of remediation documents and incorporate the technical staff suggestions and comments into the correspondence to the Responsible Party and the Consultant.
- Conduct internal team meetings with technical staff to discuss the site.
- Conduct meetings with the Responsible Party or the Consultant to discuss approaches to the remediation or closure of a site.
- Make decisions on the appropriate use of technology or remediation techniques at the site.
- Conduct site visits as requested or necessary to view the nuances of the site.
- Evaluate different proposals on their merit.
- Complete the Record of Remedy Selection and Record of Closure forms to document the closure decisions and remedy selections at a site.
- Ensure all pertinent documents are correctly loaded into the Virtual File Cabinet for storage.

The Responsible Party shall:

- Prepare, or hire a Consultant on their behalf to prepare, remediation workplans to present to the Project Manager regarding the remediation of a site.
- Comply with applicable notification rules in 329 IAC 9.
- Respond to the IDEM OLQ Project Manager in a timely manner to all requests for information.
- Provide data, maps or records to the IDEM OLQ Project Manager that reflects site conditions.

6.0 POLICY

Download the complete Remediation Closure Guide from <https://www.in.gov/idem/cleanups/resources/technical-guidance-for-cleanups/>:

- [Section 1: Introduction](#)
- [Section 2: Conceptual Site Model \(CSM\) Development: Presampling](#)
- [Section 3: Conceptual Site Model \(CSM\) Development: Sampling](#)
- [Section 4: Conceptual Site Model \(CSM\) Development: Plume Behavior](#)
- [Section 5: Conceptual Site Model \(CSM\) Development: Vapor](#)
- [Section 6: CSM Development: Background and Off-site Sources](#)
- [Section 7: Risk Evaluation: Introduction](#)
- [Section 8: Risk Evaluation: Soil Direct Contact](#)
- [Section 9: Risk Evaluation: Ground Water](#)
- [Section 10: Risk Evaluation: Vapor](#)
- [Section 11: Risk Evaluation: Ecological and Other Scenarios](#)
- [Section 12: Remedy Selection and Implementation](#)

- [Appendix A: Screening Levels](#)
- [Acronyms](#)
- [Glossary](#)
- [References](#)
- [Uniform Resource Locators for Remediation Closure Guide References](#)
- [Index](#)

7.0 REFERENCES

References can be downloaded from section 6 above.

8.0 SIGNATURES

 _____ Thomas W. Easterly, Commissioner Indiana Department of Environmental Management	<u>APRIL 29, 2011</u> Date
 _____ Bruce H. Palin, Assistant Commissioner Office of Land Quality	<u>APRIL 29, 2011</u> Date
 _____ David R. Joest, Assistant Commissioner Office of Legal Counsel and Office of Criminal Investigations	<u>04/29/11</u> Date
This policy is consistent with Agency requirements.	
 _____ Quality Assurance Program, Planning and Assessment Indiana Department of Environmental Management	<u>4-29-11</u> Date