



New Jersey Department of Environmental Protection Site Remediation Program

RECEPTOR EVALUATION FORM INSTRUCTIONS

General instructions

- 1. Applicability.** The purpose of this Receptor Evaluation Form is to document in summary form the existence of human or ecological receptors and the actions taken to protect those receptors. This form has been created to assist in completing a receptor evaluation in accordance with the Technical Requirements for Site Remediation, N.J.A.C. 7:26E-1.15. The Technical Requirements for Site Remediation and all applicable New Jersey Department of Environmental Protection (NJDEP) guidance documents, including the Receptor Evaluation FAQs (<http://www.nj.gov/dep/srp/srra/faqs/>), should be used in concert with this form to ensure all appropriate technical data is collected and evaluated properly.
- 2. Timeframe.** The Technical Requirements for Site Remediation include substantive requirements for the receptor evaluation process including the requirement for the person responsible for conducting the remediation to initiate a receptor evaluation after triggering a requirement to remediate listed in N.J.A.C. 7:26C-2.2.

The initial receptor evaluation form is required to be filed with the NJDEP within 1 year after the earliest requirement to remediate listed at N.J.A.C. 7:26C-2.2. The receptor evaluation shall include the information known at the time of the report submission.

A receptor evaluation is not required to be submitted if an unrestricted remedial action is completed before the due date of the Initial receptor evaluation or within one year after the initiation of remediation.
- 3. Updates.** The NJDEP may update this form periodically. Please ensure you are using the latest version of this form. Download the latest version of this form from the NJDEP Website: <http://www.nj.gov/dep/srp/srra/forms/>.

Updated Receptor Evaluation Forms must be filled out completely, not just the sections that have changed.
- 4. Signatures.** This form must be submitted with a completed Cover/Certification Form signed by the person responsible for conducting the remediation, and if a Licensed Site Remediation Professional (LSRP) is overseeing the remediation, signed by the LSRP.

Note: If this form is being uploaded through a Remedial Phase Online Service, the Cover/Certification form is not required. The certification for this form is covered by the "Authorization to Submit RIR, RAW, or RAR Through NJDEP Online Form".
- 5. Filing.** A copy of all Receptor Evaluation Forms must also be sent directly to the municipal clerk and designated local health department.

Submit this form to NJDEP at the following address:

Bureau of Case Assignment & Initial Notice
Site Remediation Program
NJ Department of Environmental Protection
401-05H
PO Box 420
Trenton, NJ 08625-0420

Specific Instructions Section by Section.

Section A. General Site Information – N.J.A.C. 7:26E-1.12

Complete all information in Section A and provide as attachments any lists or additional information that does not fit in the space provided.

Indicate if this is the "Initial Receptor Evaluation Submission" submitted for a confirmed discharge or an "Updated Receptor Evaluation Submission", which is for all subsequent receptor evaluation submissions. Submit Initial Receptor Forms pursuant to N.J.A.C. 7:26E-1.12 for all contaminated sites. If all receptor concerns have been addressed at the site and documentation for that work already exists in the reports that have been submitted to the NJDEP, the remediating party must submit the Receptor Evaluation Form and reference the previously submitted documentation.

The Receptor Evaluation Form must be updated and submitted with each of the following reports:

- IEC Source Control Report
- Remedial Investigation Report
- Remedial Action Report

The Receptor Evaluation Form must continue to be submitted to the NJDEP with these reports until after an unrestricted use Remedial Action Outcome (RAO) is issued or until a limited or restricted use RAO is issued with the appropriate Remedial Action Permit(s).

The receptor evaluation must be evaluated and updated, but is not required to be submitted to NJDEP, whenever the following conditions are identified:

- The known concentration or extent of the contamination in any medium increases,
- A new area of concern is identified,
- A new receptor is identified, or
- A new exposure pathway is identified.

Section B. Receptor Evaluation-Land Use – N.J.A.C. 7:26E-1.13

Evaluate the site use and surrounding property uses that are within 200 feet of the site property boundary.

In addition to providing the required information contained in this section of the Form, submit the following:

1. If any sensitive uses are on site or within 200 feet of the site property boundary, attach a list of addresses, facility names, type of use, and a map depicting the site boundary and each location of any sensitive populations/uses that have been identified or indicate on the Form that none of the listed sensitive populations/uses exist. Any required maps shall be in compliance with N.J.A.C. 7:26E-3.13 (d).
2. Provide a complete list of the current on-site uses. Attach supplemental information/descriptions as needed. Note: If site use includes sensitive uses (residence, school, child care or parks and other recreational areas) facility names, addresses and a map are required.
3. For any identified off-site change in property use within 200 feet of the property boundary, identify any changes to a more sensitive use that have been approved by the municipal government. Provide a map depicting the location of the changes.

Section C. Description of Contamination

This section is intended to provide an overview of any high level contamination that exists on site.

1. Check all boxes as appropriate based on the investigation results available at the time of the submission. Identify whether the free product is light non-aqueous phase liquid (LNAPL) (measured thickness of .01 feet or greater) or dense non-aqueous phase liquid (DNAPL) product (see [US EPA DNAPL Overview](#) for definition) and the date identified. Please note that a LNAPL Free Product Reporting Form is required to be submitted if LNAPL product is encountered.

High concentration source materials include material that based on the concentration, volume, or mass of material and its condition and location would present a high level of hazard and easy access for receptor exposure. Circumstances where materials have not been discharged to the environment, are properly secured from unauthorized access or discharge to the environment, or without an exposure route would not result in checking the box.

2. Based on sampling collected to date. Has the horizontal and vertical extent of the soil contamination been delineated to the applicable Direct Contact Soil Remediation Standard?
If “Yes,” is all of the contaminated soil that remains at the site below the applicable Direct Contact Soil Remediation Standard or being addressed by an approved institutional control 9i.e. deed notice)?
3. Submit a brief summary of the contamination unless the Receptor Evaluation Form is submitted with the next remedial phase report that includes this information. The brief summary should include the overall nature of the contamination at the site including a description of all the contaminant(s) of concern, their concentrations or if necessary, the range of contaminant levels present at the site.

Section D. Receptor Evaluation- Ground Water – N.J.A.C. 7:26E-1.14

A receptor evaluation for ground water use in the area surrounding the site is required if any ground water sample is found in excess of the Class II Ground Water Remediation Standards (GWRS). The NJDEP requires that the well search be re-evaluated every 2 years pursuant to N.J.A.C. 7:26E-1.14(a).

1. Based on information obtained to date, has a ground water investigation been required in accordance with N.J.A.C. 7:26E-3.5(b)?
Proceed to Section F, "Ecological Receptors" if ground water sampling has not been triggered.
2. If awaiting laboratory data or the GWRS have not been exceeded, proceed to Section F, "Ecological Receptors".
Indicate the date the laboratory data was provided documenting ground water contamination if ground water data exceeded the GWRS or if awaiting data, provide the expected due date of the data.
3. Based on sampling collected to date. Has the horizontal and vertical extent of the ground water contamination been delineated to the applicable Ground Water Remediation Standard?
4. A well search has been completed in accordance with N.J.A.C. 7:26E-1.14(a). If "yes", provide the data the well records search was completed. Based on the ½ mile well search determine the distance to receptors from the known contamination if ground water contamination was identified. Indicate if the contamination is located within a Tier 1 wellhead protection area (WHPA). The full well search including a map of all receptor wells, as required in N.J.A.C. 7:26E-3.14, should be submitted with the appropriate key document.
5. Attach a copy of the completed Well Search Spreadsheet and if applicable, the historical well search table. Also submit an electronic copy of the spreadsheet to srpgis_wrs@dep.state.nj.us. Please refer to the NJDEP's Well Search E-Tools Instructions at <http://www.nj.gov/dep/srp/gis> to complete the spreadsheet. For updates to historical well searches monitoring wells and other non-pumping wells that do not threaten receptors which are identified during the search do not need to be included in the Receptor Evaluation Form. However, they should be evaluated as part of the remedial investigation. A well location map is also not required to be submitted with the receptor evaluation unless specifically requested by NJDEP after review of the form. For new sites a map should be submitted with the full well search as part of the next technical document submitted for review.
6. Indicate whether potable wells or irrigation wells have been identified within a ½ mile and whether the area has been canvassed to physically locate and/or confirm the findings of the well search. The door-to-door survey/canvas is required when potable wells are identified in the ½ mile well search or when there is doubt if the ground water is being used by nearby residents. If "No", proceed to Section E, "Vapor Intrusion".
7. Identify if potable or irrigation use well sampling has been conducted in accordance with N.J.A.C.7:26E-1.14(a)2 and the Field Sampling Procedures Manual and analyzed using accepted laboratory methods. Please note that NJDEP notification on a Potable Well/Indoor Air Sampling Notification Form should be submitted 7 days prior to sampling potable wells.
8. Indicate whether the contamination detected in the potable well(s) is not suspected to be from the site and provide justification for this determination. For example, there may be evidence of an off site source of ground water contamination.
9. Indicate whether potable well data exceed the Class II GWRS or Federal Drinking Water Standards. See the NJDEP's Immediate Environmental Concern (IEC) Guidance http://www.nj.gov/dep/srp/guidance/srra/draft_iec_guidance.pdf for contamination in excess of the Class II GWRS. Submit a copy of the existing Receptor Evaluation Form, including the analytical summary sheet and a scaled map when an IEC is reported.

If contamination is not detected above standards in potable wells, submit a full laboratory deliverables package to the NJDEP within 30 days after receipt of analytical results from the laboratory.

Indicate whether an engineered system response (e.g. Point Of Entry Treatment system [POETs] or connection to public water) has been completed for all applicable receptors and provide a brief narrative description.

Provide the date the engineered system response was completed. If a DEP case manager is assigned, provide the case manager name.
10. Non-potable use data (i.e., irrigation well) that are above the Ground Water Quality Standards (GWQS) require confirmation that there is no interconnection with potable supply and that the occupants do not use the water for potable purposes. **If potable use is identified** notify the NJDEP of the IEC by submission of an IEC Notification Form.
11. Have all of the ground water usage issues been addressed as outlined above and has the ground water contamination been delineated to the applicable Remediation Standard? A "Yes" answer means that all potential ground water usage issues have been identified and addressed.

Section E. Receptor Evaluation-Vapor Intrusion (VI) – N.J.A.C. 7:26E-1.18

A receptor evaluation for vapor intrusion is necessary when ground water exceeds the ground water screening levels pursuant to the NJDEP's Vapor Intrusion Technical Guidance and buildings exist within critical distances criteria or other conditions exist as specified in the Technical Requirements N.J.A.C 7:26E1.15(a).

1. Indicate if contaminants exceeded the vapor intrusion screening levels for ground water. If the “Awaiting laboratory data” box is checked, provide the expected due date of the data. If ground water contamination is above the screening levels, write the date that the data was provided documenting contamination above the VI trigger levels.
2. Indicate if there are other existing conditions that trigger a VI evaluation. If you check “Other,” provide an explanation of the specific condition triggering the VI evaluation.

If you answered “No,” or awaiting laboratory data to Question 1., *and* did not check any boxes in Question 2, proceed to Section F, “Ecological Receptors”, otherwise complete the rest of this section.
3. Evaluate the ground water data to determine whether the contamination plume has been delineated to the extent needed to assess the VI pathway as outlined by the Vapor Intrusion Technical Guidance Document <http://www.nj.gov/dep/srp/guidance/vaporintrusion/vig.htm>.
4. Indicate if any site-specific options were used in determining the evaluation of a VI pathway as specified in the NJDEP Vapor Intrusion Technical Guidance. NJDEP preapproval is recommended for any alternative vapor intrusion screening levels. The development of site specific screening levels, modeling or other alternative approaches will likely trigger a NJDEP review. The applicable VI contacts, listed at <http://www.nj.gov/dep/srp/guidance/vaporintrusion/vicontacts.htm> should be consulted regarding questions on the development of site-specific levels or modeling.
5. Identify on a scaled map any buildings/sensitive populations within the distances provided. A Vapor Intrusion Receptor Evaluation includes any subsurface utilities, school, child care facility, residential buildings, or any other buildings. Identify any other conditions, such as unsaturated zone contamination, landfills, elemental mercury, etc. that are located on or adjacent to site.
6. Provide technical justification to support the claim that no VI pathway is not a concern at or adjacent to the site.
7. If any buildings/sensitive populations have been identified in #5 above, indicate if a vapor intrusion sampling (e.g. sub-slab soil gas sampling, air sampling) has been conducted. Refer to the Vapor Intrusion Technical Guidance Document. Please note that NJDEP notification on a Potable Well/Indoor Air Sampling Notification Form is required 7 days prior to sampling indoor air or sub-slab sampling.
8. Indicate if indoor air sampling was conducted at identified buildings/sensitive populations.
9. If any indoor air contamination above applicable indoor air screening levels were attributed to background sources, indicate here and provide justification.
10. Identify if any indoor air samples were above the NJDEP’s Rapid Action Levels. If so, see the NJDEP’s Immediate Environmental Concern Guidance Document http://www.nj.gov/dep/srp/guidance/srra/draft_iec_guidance.pdf for details. Write the date the data was available that confirmed contamination above the Rapid Action Levels. If the awaiting laboratory data box is checked, provide the expected due date. If an IEC engineering system response control was implemented, provide the date and name of the assigned NJDEP Case Manager.
11. Identify if any indoor air samples were above the NJDEP’s Indoor Air Screening Levels but were at or below the NJDEP Rapid Action Levels. If results were above the indoor air screening levels but at or below the vapor intrusion Rapid Action Levels, the LSRP must notify the NJDEP via the Vapor Concern Response Action Form within 14 days of the receipt of the data showing exceedances. A plan to mitigate the exceedances must be submitted to the NJDEP within 60 days of the receipt of data with the implementation of the plan within 120 days of receipt of data. A mitigation response action report should be submitted within 180 days of receipt of data.

In accordance with N.J.A.C.7:26E-1.15(d), if contamination is not detected above screening levels in indoor air, submit a full laboratory deliverables package to the NJDEP within 30 days of receiving the data from the laboratory. Submit indoor air results (not the laboratory deliverables to the Department of Health and Senior Services. This data is not required to be submitted with the Receptor Evaluation Form.
12. Have all of the VI issues been addressed as outlined by the Vapor Intrusion Technical Guidance Document and has the ground water contamination been delineated to the applicable Screening Level? A “Yes” answer means that all potential VI issues have been identified and addressed.

If “No” is the VI investigation continuing or stepping out by additional testing and/or ground water investigation? If “No”, attach a written justification explaining why the VI issues have not been completely addressed, but the investigation is not continuing.

Section F. Receptor Evaluation-Ecological Receptors – N.J.A.C. 7:26E-1.19

1. Indicate if an Ecological Evaluation (EE) has been conducted as specified in N.J.A.C.7:26E-1.16.
2. Identify if further remedial investigation of the ecological receptors is required, pursuant to N.J.A.C. 7:26E-1.16(b), based on results the EE.

3. Indicate if a remedial investigation of ecological receptors been conducted and provide the date.
4. Provide the following information for all surface water bodies on/or within 200 feet of the site.
 - Surface Water Body Name;
 - Stream Classification - Stream classifications are listed in the Surface Water Quality Standards (SWQS) at N.J.A.C. 7:9B-1.15 (found at <http://www.nj.gov/dep/srp/regs/>). Streams are listed alphabetically within the appropriate drainage basin (Atlantic, Delaware, Passaic, Raritan, and Wallkill). The Department's interactive mapping tool (accessible through <http://www.nj.gov/dep/gis/> is also helpful in identifying stream classifications.
 - Antidegradation Designation - Antidegradation designations are listed in the Surface Water Quality Standards (SWQS) at N.J.A.C. 7:9B (found at <http://www.nj.gov/dep/srp/regs/>). The Department's interactive mapping tool (accessible through <http://www.nj.gov/dep/gis/> is also helpful in identifying antidegradation designations.
 - Trout Production - Check the box if the surface water body is designated for Trout Production.
 - Trout Maintenance - Check the box if the surface water body is designated for Trout Maintenance.
5. Information about the environmental features regulated by the Land Use Regulation Program (LURP) is available at <http://www.nj.gov/dep/landuse/> . List the type(s) of any such features that are present on or adjacent to the site.
6. Indicate if any formal LURP jurisdiction letters or approvals have been issued for the site. If "Yes," provide the LURP Program Interest (PI) number(s) for the site.
7. Indicate if any applications for formal LURP jurisdiction letters or approvals been submitted the NJDEP. If "Yes," provide the LURP Program Interest (PI) number(s) for the site. Do not include PI numbers listed in question 6.
8. Identify if free product contamination and/or residual product is located within 100 feet of an ecological receptor.
9. Indicate if ecological receptors, surface water, or sediment have been impacted. If an impact has occurred, submit a description of the type of contamination, a schedule, and a description of all actions to be taken to mitigate exposure, unless the Receptor Evaluation Form is submitted with the next remedial phase report that includes this information.