



August 8, 1995

SUBJECT: FINAL REPORTS FOR VOLUNTARY CORRECTIVE ACTIONS AND EXPEDITED CLEANUPS

STATEMENT OF ISSUE

The EPA and DOE require final reports that document the completion of accelerated cleanups. In keeping with stipulated ER accelerated cleanup process policy to minimize costs and enhance schedule performance, all plans, reports, and associated documentation should be succinct, accurate, and timely.

SUMMARY OF POLICY

The ER Project will adhere to the policy guidelines regarding scope, content, and format of final VCA and EC reports outlined below.

DISCUSSION

Final reports summarizing the scope of activities for the fiscal year 1995 accelerated cleanups involving VCAs and ECs should be written in clear, concise, technical style consistent with the following format. Reports, including tables, should be no longer than 2-3 pages.

- The text should provide a brief description of the PRS, identify the nature of the hazard, and what contaminants were involved.
- Briefly describe the remedy and the results of the cleanup. Include location of waste disposal.
- State whether or not the cleanup followed the VCA/EC plan. If the cleanup process did not follow the VCA/EC plan, provide an explanation and describe any deviation from the plan.
- Provide data tables listing verification sampling results that follow the same format used in RFI reports. Add a statement indicating that all sampling and screening data are available and will be provided upon request.
- Provide a figure of sufficient detail to show the confirmatory sample locations.
- Each VCA report must include a Certificate of Completion similar to the attached example, signed and dated by the FPL responsible for the field unit involved. Each EC report must include a similar certification of completion; however, it must be signed by an independent reviewer and the FPL.

ER-3-7000



WAF
LANL
TA-22
(Building 22-52)



DRAFT

CERTIFICATION OF COMPLETION

I certify that the all work (sic) pertaining to the VCA C-00-041 has been completed in accordance with the DOE-approved VCA plan entitled **VCA Plan for Area of Concern C-00-041, Former Asphalt Batch Plant Site**. Based on my personnel (sic) (personal?) involvement or inquiry of the person or persons who managed this cleanup, a review of all data gathered, and a visit to the site, to the best of knowledge and belief, all criteria of the plan have been met or exceeded. I believe that the completion of this VCA is both protective to human health and the environment. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

Garry Allen
Field Unit One Project Leader
Environmental Restoration Program (sic)
Los Alamos National Laboratory

Date Signed