PUBLIC PARTICIPATION AND PERMIT SUPPORT DIVISION
2012-2013 Work Plan
(July 1, 2012-June 30, 2013)
### 2011-2012 PPPSD Work Plan

#### Operational and Strategic Plan Goals

Our operational plan goal is to successfully process 93% of all permit applications, registrations, notifications, and accreditations within established timeframes. The Operational and Strategic Plan have the same General Performance Indicators:

- Number of name, ownership, operator changes completed.
- Number of asbestos management plan reviews completed.
- Number of asbestos accreditations issued.

#### Develop management tools to monitor work performance

PPPSD will continue to develop and use Management Tools to monitor work performance so that the Managers can monitor processing time goals for all routine business processes/activities.

#### Regulation Revisions

- Finalize asbestos regulation revisions and Revise the Lead Program to include ACT Nos. 733, 734, and 736
- LAC 33:III.5151  Emission Standard for Demolition and Renovation
- LAC 33:III.2701  Asbestos-Containing Materials in Schools and State Buildings
- LAC 33:III.Chapter 28 Lead-Based Paint Activities-Recognition, Accreditation, Licensure, and Lead Standards for Conducting Lead-Based Paint Activities

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For more information on this project, please contact:

<table>
<thead>
<tr>
<th>Status/Updates:</th>
<th></th>
</tr>
</thead>
</table>
| Chris Mayeux | P: 225-219-0789  
E: Chris.Mayeux@la.gov |
| Leonard Killmer | P: 225-219-0790  
E: Leonard.Killmer@la.gov |

For more information on this project, please contact:

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| Chris Mayeux | P: 225-219-0789  
E: Chris.Mayeux@la.gov |
| Mia Townsel | P: 225.219.1665  
E:Mia.Townsel@la.gov |
Evaluate and implement where possible TEMPO application for NAS activities

<table>
<thead>
<tr>
<th>Solid Waste</th>
<th>For more information on this project, please contact:</th>
<th>Status/Updates:</th>
</tr>
</thead>
</table>
| Solid Waste Transporters Registered | Chris Mayeux  
P:  225.219.0789  
E:  [Chris.Mayeux@la.gov](mailto:Chris.Mayeux@la.gov) | |  
| Solid Waste Generators (Industrial) Registered | Marcia Wittenburg  
P:225.2219-3302  
E:Marcia.Wittenburg@la.gov | |  
| Solid Waste Transfer Station | Heather Babin  
P:225.219-3301  
E: Heather.Babin@la.gov | |  
| Landfill Operator Certification | | |  
| LELAP Audits | | |  

Continue to Implement LELAP in TEMPO

<table>
<thead>
<tr>
<th>Continue to refine implementation of LELAP in TEMPO</th>
<th>For more information on this project, please contact:</th>
<th>Status/Updates:</th>
</tr>
</thead>
</table>
| | Chris Mayeux  
P:225.219.0789  
E:Chris.Mayeux@la.gov | |  
| | Marcia Wittenburg  
P:225.219.3302  
E:Marcia.Wittenburg@la.gov | |  
| | Heather Babin  
P:225.219-3301  
E: Heather.Babin@la.gov | | |
### Notify Governing Authorities of Permit Applications Received

<table>
<thead>
<tr>
<th>PPPSD will notify the governing authority of the parish affected by the application and any public interest group or individual within the affected parish who has requested notice in writing and provided a mailing address within 30 days after receipt of application in accordance with LRS 30:2022.</th>
<th>For more information on this project, please contact:</th>
<th>Status/Updates:</th>
</tr>
</thead>
</table>
| Chris Mayeux  
P: 225.219.0789  
E: Chris.Mayeux@la.gov  
David Ferrand  
P: 225.219.3284  
E: David.Ferrand@la.gov | | |

### Review and update all SOPs

<table>
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<tr>
<th>The PPPSD will review and update all Standard Operating Procedures (SOPs) at least annually, post timely, and draft SOPs for processes where no SOP is available. Any time significant process changes take place, the SOP should be promptly updated.</th>
<th>For more information on this project, please contact:</th>
<th>Status/Updates:</th>
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</thead>
</table>
| Deanna Bloodworth  
P: 225.219.3217  
E: Deanna.bloodworth@la.gov | | |

### PPPSD Webpage Improvements

<table>
<thead>
<tr>
<th>The PPPSD webpage should be user friendly, visually appealing with consistent style and format. The webpage will be evaluated quarterly.</th>
<th>For more information on this project, please contact:</th>
<th>Status/Updates:</th>
</tr>
</thead>
</table>
| Chris Mayeux  
P: 225.219.0789  
E: Chris.Mayeux@la.gov | | |
EPA Reports

<table>
<thead>
<tr>
<th>Submit Lead Annual Summary Report to EPA by Jan. 30, 2013 for activities during Jan. 1, 2012 to Dec. 30, 2012.</th>
<th>For more information on this project, please contact:</th>
<th>Status/Updates:</th>
</tr>
</thead>
</table>
| Mia Townsel  
P:225.219.1665  
E: Mia.Townsel@la.gov | | |
| Paul Bergeron  
P:225-219-3247  
E: Paul.Bergeron@la.gov | | |

Submit DMR-QA Waiver Annual Summary Report to the Inspections Division 3rd week in Jan. 2013, which includes the number of laboratories in the accreditation program, number of audits conducted, and status of proficiency testing (PT) samples analyzed, for submittal to EPA.

Meet Performance Partnership Grant Commitments

<table>
<thead>
<tr>
<th>PPPSD will continue to notify the public regarding permit actions through public notice process, public hearing process, permits public notification mail list, public web page, public library repositories, and public records room.</th>
<th>For more information on this project, please contact:</th>
<th>Status/Updates:</th>
</tr>
</thead>
</table>
| Tommie Milam  
P:225.219.3276  
E:Tommie.Milam@la.gov | | |

PPPSD will submit all preliminary and final data collected from the Hazardous Waste Biennial Report to EPA

| Mia Townsel  
P:225-219-1665  
E:Mia.Townsel@la.gov | | |
**Evaluate and Implement Asbestos Management Plans in TEMPO if feasible**

<table>
<thead>
<tr>
<th>Implement TEMPO activities for Management plans for Schools and State buildings.</th>
<th>For more information on this project, please contact:</th>
<th>Status/Updates:</th>
</tr>
</thead>
</table>
| | Chris Mayeux  
P: 225.219.0789  
E: Chris.Mayeux@la.gov  
Marcia Wittenburg  
P: 225.219.3302  
E: Marcia.Wittenburg@la.gov |  |

**Meet Grant Commitments**

| NAS will comply with the EPA OECA Asbestos Grant commitments  
submit timely quarterly and End of Year reports to EPA  
The Office of Environmental Services, Public Participation and Permit Support Division (OES/PPPSD) will verify training prior to issuance of accreditations.  
OES/PPPSD/WAR will conduct an annual asbestos workshop.  
OES/PPPSD/WAR will distribute asbestos information to the LEAs, the public, and regulated community upon request and participate in public meetings, seminars, and conferences to present asbestos information, and display asbestos related materials, as requested.  
PPPSD/WAR will review Asbestos Management Plans for schools prior to occupancy.  
PPPSD/WAR will submit Grant Status Reports (electronic)  
1/30/13, 4/30/13, 7/30/13, 10/30/13 | For more information on this project, please contact: | Status/Updates: |
| | Mia Townsel  
P: 225.219.1665  
E: Mia.Townsel@la.gov |  |
### Submit HW Import/Export Report to Legislature

The NAS will update the Hazardous Waste Annual Report and submit it to the Louisiana Legislature, including information on Import/Export of Hazardous Waste at the end of July 2013.

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<td>E: <a href="mailto:Mia.Townsel@la.gov">Mia.Townsel@la.gov</a></td>
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### Continue Updating the Requirements Library in TEMPO as needed

Continue Updating the Requirements Library in TEMPO as needed with new and/or revised regulations.

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<td>E: <a href="mailto:Tommie.Milam@la.gov">Tommie.Milam@la.gov</a></td>
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### Continue to move hard copy Public Notice list to listserv

Continue to encourage the movement of participants on hardcopy Public Notice list to move to electronic listserv.

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<tr>
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<tr>
<td>Leonard Killmer</td>
<td></td>
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<tr>
<td>P: 225.219.0790</td>
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<td>E: <a href="mailto:Leonard.Killmer@la.gov">Leonard.Killmer@la.gov</a></td>
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