



United States
Department of
Agriculture

Forest
Service

Okanogan and Wenatchee NF's
Forest Supervisors Office

215 Melody Lane
Wenatchee, WA 98801
Phone (509) 662-4335

File Code: 2160
Route To: Regional Forester

Date: May 24, 2002

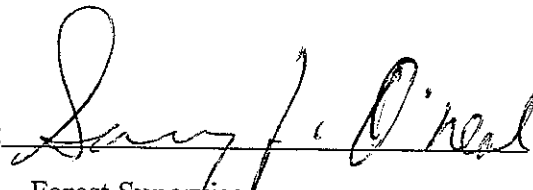
Subject: Designation of Dennis Boles as On-Scene Coordinator for the Removal Action at the Azurite Mine Site pursuant to 42 U.S.C. 9604(a); 7CFR 2.60(a)(40); Executive Order 12580 as amended; and FSM 2164.04d(1)(c)

To: Dennis Boles

To comply with the requirements under the National Contingency Plan (40CFR 300 et seq.) for the Removal Action at the Azurite Mine Site, Okanogan-Wenatchee National Forests, I designate you as the On-Scene Coordinator, pursuant to the Forest Service Guide to CERCLA EM 2160-1.

Some of the duties and responsibilities of an On-Scene Coordinator are described in the attachment to this designation.

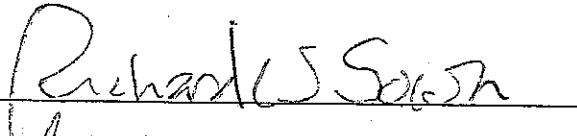
RECOMMENDED:


Forest Supervisor

Date:

5/31/02

APPROVED:


Regional Forester

Date:

6/04/02

Cc:

Donna Wians, RO

Dennis Boles, Chuck Graham; Fremont NF

Jim Alexander, OGC

Azurite Mine Site Administrative Record and Site File

Rod Lentz, OVO, Okanogan-Wenatchee NFs

Encl.

RECEIVED
JUN 03 2002



Duties and Responsibilities of On-Scene Coordinator

The On-Scene Coordinator (OSC) should become very familiar with the following:

- Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), 42 U. S. C. 9605, as amended.
- Clean Water Act (CWA) , 33 U. S. C. 1321 (c) (2), as amended.
- Executive Order 12580, signed January 29, 1987.
- 7 CFR 2.60 Delegation Of Lead Agency Authority to the Chief of the Forest Service.
- 40 CFR 300 National Oil and Hazardous Substances Pollution Contingency Plan, often referred to as the National Contingency Plan or NCP.
- 29 CFR 1910.120 OSHA requirements for worker safety and health.
- FSM 2160 Hazardous Materials Management.
- EM-2160-1 Forest Service Guide to CERCLA, January 1996.

As On-Scene Coordinator it is your responsibility to work with your supervisor to insure you have the following training prior to being designated:

- HAZWOPER - 40 hours plus 3 days supervised field work plus 8 hours project specific.
- On-Scene Coordinator training - sponsored by the Washington Office

Duties - According to 40 CFR 300.120

"(a) The OSC directs response efforts and coordinates all other efforts at the scene of a discharge or release. As part of the planning and preparedness for response, OSCs shall be pre-designated by the regional or district head of the lead agency. EPA and the USCG shall pre-designate OSCs for all areas in each region, except as provided in paragraphs (B) and (C) of this section....

(g) (1) The lead agency should provide appropriate training for its OSCs, Remedial Project Managers (RPMs), and other response personnel to carry out their responsibilities under the NCP. (2) OSCs should ensure that persons designated to act as their on-scene representatives are adequately trained and prepared to carry out actions under the NCP, to the extent practicable."

Specific Duties include but are not limited to the following:

1. Create and maintain the Administrative Record as described in OSWER Directive No. 9833.3A - 1, FINAL GUIDANCE ON ADMINISTRATIVE RECORDS FOR SELECTING CERCLA RESPONSE ACTIONS, U.S. Environmental Protection Agency.

2. Prepare and/or review a Removal Preliminary Assessment for Regional Forester approval. Refer to EPA/540/G-91/013, Guidance for Performing Preliminary Assessments Under CERCLA, U.S. Environmental Protection Agency, September 1991. Insure placement in Administrative Record.

3. Prepare and/or review a Removal Site Investigation. After approval by the Regional Forester insure placement in Administrative Record.
4. Prepare, for Forest Supervisor signature, requests for Applicable or Relevant and Appropriate Requirements (ARARs). Refer to EPA/540/p-91/011, Superfund Removal Procedures - Guidance on Consideration of ARARS During Removal Actions, U.S. Environmental Protection Agency, September 1991 and EPA guidance in DRAFT ARARs HANDBOOK for REMOVAL ACTIONS, September 1993. Place correspondence in the Administrative Record.
5. Prepare, for Forest Supervisor signature, memo for approval to conduct and/or contract preparation of the Engineering Evaluation/Cost Analysis (EE/CA). Place memo in Administrative Record.
6. Prepare and/or supervise preparation of EE/CA for approval by the Forest Supervisor. Refer to EPA/540-R-93-057, GUIDANCE ON CONDUCTING NON-TIME-CRITICAL REMOVAL ACTIONS UNDER CERCLA, U.S. Environmental Protection Agency, August 1993. Insure placement in Administrative Record.
7. Prepare or review consultants Sampling and Analysis Plan for Regional Forester Approval. Refer to EPA Publication 9360.4 - 10, Removal Program Representative Sampling Guidance, Volume 1 - Soil, U.S. Environmental Protection Agency, November 1991 and EPA 540/G-90/004, Quality Assurance/Quality Control Guidance for Removal Activities - Sampling QA/OC Plan and Data Validation Procedures, Interim Final, U.S. Environmental Protection Agency, April 1990. After approval place in Administrative Record.
8. Prepare for Regional Forester Approval the Action Memorandum. Refer to EPA/540/P-90/004, Superfund Removal Procedures - Action Memorandum Guidance, U.S. Environmental Protection Agency, December 1990. After approval place in Administrative Record.
9. Insure the proper Newspaper Notices and community relations plan are developed and documented and published. Place in Administrative Record. Refer to EPA/540/R-92/009, Community Relations in Superfund: A Handbook, U.S. Environmental Protection Agency, January 1992 and Public Participation Guidance for On-Scene Coordinators, Publication 9360.3-06.
10. Prepare for Regional Forester Approval recommendation for use of NFS land for disposal if appropriate for the site and recommended action. After approval place in Administrative Record
11. Working with the Regional CERCLA Coordinator prepare the necessary Potentially Responsible Parties (PRP) Notification letters for Regional Forester approval. Maintain in Site File.
12. Working with the Regional CERCLA Coordinator prepare the necessary 104 (e) Information Requests for Regional Forester approval. Maintain in Site File.

13. Prepare Pollution Reports (POLREPs) and OSC Reports. Refer to EPA-540/4-94/023, SUPERFUND REMOVAL PROCEDURES - Removal Response Reporting: POLREPs and OSC Reports, U.S. Environmental Protection Agency, June 1994. Place in Administrative Record.

14. Prepare Daily Diaries during the Removal Action. Place in Site File

15. Prepare OSC Final Report for Forest Supervisor approval. Place in Administrative Record. See reference under 13 above.

16. Depending on the nature of the Removal Action, additional duties and responsibilities may be necessary.