



# Department of Toxic Substances Control



Winston H. Hickox  
Agency Secretary  
California Environmental  
Protection Agency

Edwin F. Lowry, Director  
1001 "I" Street, 25th Floor  
P.O. Box 806  
Sacramento, California 95812-0806

Gray Davis  
Governor

## MEMORANDUM

TO: All Hazardous Waste Management Program Staff

FROM: Watson Gin, P.E. (Original signed by Watson Gin, P.E.)  
Deputy Director  
Hazardous Waste Management Program

DATE: March 18, 2003

SUBJECT: RESTRUCTURING OF THE HAZARDOUS WASTE MANAGEMENT PROGRAM

---

In the past four years, the Hazardous Waste Management Program (HWMP) has made significant progress in reconciling old decisions, updating processes to be consistent with current standards and expectations, completing outstanding projects, eliminating the backlog of enforcement cases, focusing on financial assurance requirements, and evaluating the classification and management of several significant wastestreams. This could not have been accomplished without the numerous and significant contributions of staff throughout HWMP. Thanks to all of you for your dedication and hard-work.

These successes, coupled with changes in the hazardous waste management arena, have refocused the issues, challenges, and priorities for HWMP from what they were four years ago. This has caused me to reevaluate the structure of HWMP, and to conclude that the work facing us in the coming years can best be accomplished by consolidating all headquarters' functions under a single division, and creating consolidated permitting and compliance divisions focused solely on regional activities.

### PERMITTING DIVISION

The new Permitting Division (PD), to be headed by Barbara Coler, will consist of the following existing branches:

- Geological Support Branch
- Land Disposal Permitting Branch
- Northern California Permitting Branch
- Southern California Permitting Branch
- Southern California State Regulatory Programs Branch

This division will be responsible for all facility and generator permitting, corrective action, and related regional activities. Along with its core permitting and corrective action functions, the PD will also be charged with implementing a single process for overseeing all corrective actions and a streamlined process for permit renewals.

### STATEWIDE COMPLIANCE DIVISION

The new Statewide Compliance Division (SCD), to be headed by Kim Wilhelm, will consist of the following existing branches:

- Cypress Statewide Compliance Branch
- Glendale Statewide Compliance Branch
- Northern California State Regulatory Programs Branch
- Northern California Statewide Compliance Branch

The division will have responsibility for all inspection, enforcement, complaint response, certified unified program agency (CUPA) oversight, and related regional activities for both facilities and generators (in coordination with the CUPAs). In addition to its traditional core enforcement activities, SCD will be placing an added focus on carrying out, with the CUPAs, initiatives relating to generators and unauthorized facilities and

technical assistance on hazardous waste management issues; waste classification and recycling projects/issues; progress and other program reports; transportation; financial responsibility; RCRA grant administration; data management; and budget, personnel and contracting.

Additionally, I will be asking HQ staff to focus on several key projects and program improvements, including: integrating all HWMP databases; improving HWMP's outreach and education efforts on significant waste issues; implementing an electronic filing system; establishing and maintaining a central repository for all key program documents; completing and maintaining the hazardous waste capacity assurance assessment; and improving our ability to respond to permit appeals.

I believe that these structural changes will enhance the ability of each division and the program as a whole to fulfill our responsibilities and better serve our constituencies. The restructuring of HWMP will, in particular, facilitate the following program improvements and enhancements:

- o The Permitting and Statewide Compliance Division Chiefs, who now are responsible for both regional and headquarters activities, will be able to focus all their time and attention on regional activities. This change, along with consolidation of all permitting activities in a single division and all compliance activities in a single division, will enhance the efficiency and consistency of our permitting, corrective action, inspection and enforcement efforts.
- o The efficiency and coordination of the HQ policy, regulatory and service delivery functions will likewise be improved by creating a unified HQ division. The restructure will also better enable HQ staff to place an increased focus on key program initiatives, included those highlighted above.
- o The consolidated HQ division will also provide a single point of contact within HWMP for DTSC support organizations, Cal/EPA agencies, and others.