

**California Environmental Protection Agency
Department of Toxic Substances Control**



**Registered Environmental Assessor I
(REA I)**

Initial (New) Application

– OR –

**Reinstatement
(Inactive More Than Five Years)**

Registered Environmental Assessor Program

P.O. Box 2978

Sacramento, CA 95812-2978

(916) 324-6881

REA_Mailbox@dtsc.ca.gov

www.dtsc.ca.gov/real/

REGISTERED ENVIRONMENTAL ASSESSOR I (REA I)

APPLICATION INSTRUCTIONS

Before completing this application, please read the REA Program Law, Regulations, and Information Collection, Access and Disclosure/Privacy Statement. The Law (Health and Safety Code, § 25570.1 et seq.) and Regulations (California Code of Regulations, Title 22, Division 4.5, Chapter 52, sections 69200 - 69214) can be accessed on our website at www.dtsc.ca.gov/rea/, or you may contact our office at (916) 324-6881 or REA.Mailbox@dtsc.ca.gov to obtain copies.

This application is a public record pursuant to the California Public Records Act. In the event DTSC receives a request for inspection or copying, DTSC will comply, except that DTSC will not provide social security numbers or confidential financial records.

Provide complete responses for each item on the application. Failing to do so may significantly delay the processing of your application. **The environmental assessing experience that you describe must clearly relate to the management of hazardous substances and/or hazardous waste.** It is strongly suggested that the application be typed; if it is not typed, it must be neatly printed in ink. Applications that are not legible will be returned. Also, please use the Application Submittal Checklist (page 9) to insure that your application package is complete.

REA I REGISTRATION MINIMUM REQUIREMENTS*

- Five years of full-time employment, acquired within the last eight years, in the applicant's general field of expertise.
- Two years of substantial experience, acquired within the last four years, performing environmental assessments relating to hazardous substance and/or hazardous waste management.
- A bachelor's or higher degree from an accredited college or university in a physical or biological science, engineering or law, **or** five years of substantial experience, acquired within the last eight years, performing environmental assessments relating to hazardous substance and/or hazardous waste management.
- Three references from employers, supervisors, clients, or co-workers at equal or higher level, attesting to the applicant's abilities.

***These requirements are stipulated in California Code of Regulations Title 22 (CCR22) Section 69201, REA I Criteria for Registration.**

APPLICATION PACKAGE CONTENTS

REA I Application Form includes:

1. Application
2. Professional Reference Form
3. Application Submittal Checklist
4. Authorization for Payment by Credit Card
5. Information Collection, Access and Disclosure/Privacy Statement

**REGISTERED ENVIRONMENTAL ASSESSOR I (REA I) APPLICATION FORM
INITIAL (NEW)****- OR -****REINSTATEMENT (INACTIVE MORE THAN FIVE YEARS)**

Information on this form must be typed or neatly printed in ink. "See attached" and resumes are not acceptable in lieu of completing this form. Attach a \$50 nonrefundable application review fee (check, money order, or credit card authorization) payable to DTSC/REA I. If you pay by check, please include your name on the memo line.

REGISTRATION NUMBER: REA - _____
(For Reinstatements)

PLEASE CHECK ONE:

Initial (New) Reinstatement

SECTION 1

(Select one) Mr. Mrs. Ms. Dr. _____

Name: _____

Position: _____

Company Name: _____

MAILING ADDRESS:

DTSC will use the address provided below for all correspondence, and will list this address on the REA website.

Check Box to omit the display of your address from the DTSC's Internet Registry.

Street: _____

City: _____ State: _____ County: _____ Zip Code: _____

Telephone () ext. Fax: () _____

Email Address (confidential): _____

Email address is for REA Program use only, not listed in the REA registry, nor will it be released to other parties.

Social Security Number: _____

Disclosure of your social security number is mandatory. Refer to the attached Information Collection, Access and Disclosure/Privacy Statement.

United States Citizen: (If no, provide a copy of resident alien card) Yes No

Have you previously applied for registration as an REA? Yes No

SECTION 2 – COLLEGE OR UNIVERSITY EDUCATION: Submit a bachelor’s or higher degree from an accredited college or university in a physical or biological science, engineering, or law (if expertise is in hazardous substance law). *(Attach additional sheet if necessary).* **Attach copies of applicable diplomas. If degree earned outside the United States, attach equivalency finding.**

<u>Name of Institution</u>	<u>Major</u>	<u>Degree Received</u>	<u>Year Graduated</u>

SECTION 3 - LICENSES/CERTIFICATIONS/REGISTRATIONS: Submit State certification, licensing, registration, or certification by a nationally recognized professional association in a physical or biological science, engineering, or law. *(Attach additional sheet if necessary)*

<u>License/Certificate/Registration Name</u>	<u>Registration #'s</u>	<u>Awarding Agency</u>	<u>Expires (Month/Year)</u>
			/
			/
			/

SECTION 4 - CRIMINAL RECORD

Have you ever:

(i) Been disbarred, suspended, reprimanded, censured, disqualified, or otherwise disciplined as a member of any profession or holder of any public office?	Yes	No
(ii) Voluntarily surrendered a professional license or certification, or had one denied, revoked or suspended?	Yes	No
(iii) Been subject to professional disciplinary proceedings?	Yes	No
(iv) Been convicted of a crime, including a felony or misdemeanor involving an act of moral turpitude? (Conviction of a crime includes a plea or verdict of guilty or a conviction following a plea of nolo contendere.)	Yes	No
(v) Knowingly made a false statement regarding a material fact in connection with an application for registration?	Yes	No
(vi) Had a civil judgment against you for professional errors, negligence, incompetence or professional malpractice in the conduct of your business?	Yes	No
(vii) Had a civil judgment against you for an action involving fraud, deceit, misrepresentation or forgery?	Yes	No

If you answer yes to any question, explain the circumstances, in detail, on a separate sheet and include date, location, plea, penalties, and current status.

SECTION 5 – BUSINESS BACKGROUND

Are you an independent environmental consultant or employed by a business which is primarily engaged in providing consulting services to businesses and individuals?	Yes	No
Are you the owner, part owner or sales representative of a business that manufactures or distributes hazardous substance or hazardous waste management technology?	Yes	No

SECTION 6 - EMPLOYMENT HISTORY

Begin with your most recent employment. List each of your **full-time** positions relating to your **general field of expertise** for a minimum **five-year period within the last eight years** (only list experience acquired within the last eight years). Include employer's name and dates employed. Attach additional sheets if necessary.

Employer Name		
Position - See notation under "position" in Sec. 1, pg. 1	Supervisor Name/Title	Phone No. () ext.
Employer Mailing Address (Number, Street, City, State, and Zip Code)		
(Month/Year)		
From _____ / _____ To _____ / _____	Total Months of Qualifying Experience: _____	

Employer Name		
Position - See notation under "position" in Sec. 1, pg. 1	Supervisor Name/Title	Phone No. () ext.
Employer Mailing Address (Number, Street, City, State, and Zip Code)		
(Month/Year)		
From _____ / _____ To _____ / _____	Total Months of Qualifying Experience: _____	

Employer Name		
Position - See notation under "position" in Sec. 1, pg. 1	Supervisor Name/Title	Phone No. () ext.
Employer Mailing Address (Number, Street, City, State, and Zip Code)		
(Month/Year)		
From _____ / _____ To _____ / _____	Total Months of Qualifying Experience: _____	

Provide a brief overview of your employment history for a minimum five-year period within the last eight years as it relates to your general field of expertise below:

SECTION 7 - ENVIRONMENTAL ASSESSING EXPERIENCE

Describe your environmental assessing experience - **two years substantial experience acquired within the last four years**. If you **do not** have the required degree, describe **five years substantial experience acquired within the last eight years**. This description is a **brief overview** of your environmental assessing experience and should emphasize that your experience involves **hazardous substances and/or hazardous waste management**. Include dates (month/year) for the experience described. **Note: This section requires only an overview; in Section 8 describe specific projects.**

(Month/Year)

From ____/____/____ To ____/____/____ Total Months of Qualifying Experience: _____

(Month/Year)

From ____/____/____ To ____/____/____ Total Months of Qualifying Experience: _____

SECTION 8 - AREAS OF EXPERTISE

Only check each area of expertise that applies to you and describe one particular project in which you were involved for each expertise checked. Be certain that the experience involves **hazardous substances and/or hazardous wastes**. Include dates (month/year) for the experience described. **NOTE:** the experience you describe below must have been acquired within **the last four years**. If you do not have a qualifying degree, describe experience that you have acquired within **the last eight years**.

Check only the appropriate expertise fields adjacent to each expertise number.

- 00 *Environmental Quality Assessment: pursuant to California Code Regulations Title 22 Section 69200 (d): a systematic investigation of a facility to document all environmental conditions e.g., Preliminary Endangerment Assessment or Phase II.
- 01 Air Emissions Assessment, Prevention, Monitoring and Control
- 03 Emergency Preparedness and Response
- 12 *Surface and Groundwater Contamination Assessment, Prevention, Monitoring and Control
- 15 Generator Waste Disposal, Recycling, Reduction, Storage, and Treatment
- 21 Occupational Health and Safety Reviews
- 23 Risk Assessment and Risk Reduction Recommendations
- 25 *Soil Contamination Assessment, Prevention, Monitoring and Control
- 27 *Underground Tank Checks and Removal
- 29 Other Areas of Expertise relating to Hazardous Substances and/or Hazardous Waste Management

NOTE: *Areas Of Expertise 00, 12, 25 or 27 May Entail The Practice Of Geology. (See Business and Profession Code Section 7800-7887): If your work involved soil or ground water sampling or preparation of work plans for soil and ground water sampling, or any other activity entailing the practice of geology, provide your Professional Geologist (PG) or Professional Engineer-Civil (PE Civil) license number **or** the name and license number of the PG or PE Civil who had responsible charge of work.

Applications without the above information are incomplete and returned to the applicant.

The supporting descriptions you provide below should fully support your claim of expertise in each area. In the following fields, describe experience supporting your claim(s) of **expertise**. Include site names and dates (month/year) for the experience described.

Provide one description for each Expertise checked. Do not group Expertise numbers on one site.

NOTE: Described experience below that you have acquired within **the last four years**. If you do not have a qualifying degree, describe experience that you have acquired within **the last eight years**.

Expertise # _____ (Month/Year)
 From _____/_____/_____ To _____/_____/_____
 Specific Site Name: _____
 (e.g., "Smith Radiator Shop" or "XYZ Ordnance Company Investigation")

Brief Description of Project:

Hazardous Substances and/or Hazardous Wastes Involved:

(Month/Year)

Expertise # _____ From ____/____/____ To ____/____/____

Specific Site Name: _____
(e.g., "Smith Radiator Shop" or "XYZ Ordnance Company Investigation")

Brief Description of Project:

Hazardous Substances and/or Hazardous Wastes Involved:

(Month/Year)

Expertise # _____ From ____/____/____ To ____/____/____

Specific Site Name: _____
(e.g., "Smith Radiator Shop" or "XYZ Ordnance Company Investigation")

Brief Description of Project:

Hazardous Substances and/or Hazardous Wastes Involved:

(Month/Year)

Expertise # _____ From ____/____/____ To ____/____/____

Specific Site Name: _____
(e.g., "Smith Radiator Shop" or "XYZ Ordnance Company Investigation")

Brief Description of Project:

Hazardous Substances and/or Hazardous Wastes Involved:

(Month/Year)

Expertise # _____ From ____/____/____ To ____/____/____

Specific Site Name: _____
(e.g., "Smith Radiator Shop" or "XYZ Ordnance Company Investigation")

Brief Description of Project:

Hazardous Substances and/or Hazardous Wastes Involved:

(Month/Year)

Expertise # _____ From _____/_____/_____ To _____/_____/_____

Specific Site Name: _____
(e.g., "Smith Radiator Shop" or "XYZ Ordnance Company Investigation")

Brief Description of Project:

Hazardous Substances and/or Hazardous Wastes Involved:

(Month/Year)

Expertise # _____ From _____/_____/_____ To _____/_____/_____

Specific Site Name: _____
(e.g., "Smith Radiator Shop" or "XYZ Ordnance Company Investigation")

Brief Description of Project:

Hazardous Substances and/or Hazardous Wastes Involved:

(Month/Year)

Expertise # _____ From _____/_____/_____ To _____/_____/_____

Specific Site Name: _____
(e.g., "Smith Radiator Shop" or "XYZ Ordnance Company Investigation")

Brief Description of Project:

Hazardous Substances and/or Hazardous Wastes Involved:

(Month/Year)

Expertise # _____ From _____/_____/_____ To _____/_____/_____

Specific Site Name: _____
(e.g., "Smith Radiator Shop" or "XYZ Ordnance Company Investigation")

Brief Description of Project:

Hazardous Substances and/or Hazardous Wastes Involved:

SECTION 9 - REFERENCES

Provide the names of three professional references. For each reference, list his or her full name, place of employment, address and telephone number. Failure to provide current telephone numbers at which your references can be reached may delay the process of your application. **One** reference must be from a current, past employers or supervisors, other references may include clients, or a professional colleague at an equal or higher level, and must be able to attest to your technical competency, professional integrity/ethics and knowledge of environmental regulations.

Name

Company

Address

City

State

Zip Code

Telephone No. ()

ext.

Email Address

Name

Company

Address

City

State

Zip Code

Telephone No. ()

ext.

Email Address

Name

Company

Address

City

State

Zip Code

Telephone No. ()

ext.

Email Address

Reference Handling Instructions:

Applicants need to print three Professional Reference Forms and provide envelopes for their references.

For each reference, self-address the return envelopes and affix postage. Complete Section A on each Professional Reference Form. Place the self-addressed envelope and the appropriate reference form in another envelope and deliver the reference form and envelope to each of your three references, emphasizing the instructions to seal and sign across the flap before returning the form to you.

Each reference will complete his or her form, seal it in the return envelope, sign on the seal, and send it back to you. Do not open sealed envelopes. You must submit the three references in sealed envelopes as part of your application.

DTSC's REA Program staff will verify that the envelopes remain sealed by the references to protect the confidentiality of the information contained in the reference form. Applications will be rejected if tampering with envelope seals is evident.

SECTION 10 - ACKNOWLEDGMENT (All Applicants Must Sign Below)

Any person willfully providing false information may have his or her application denied. The applicant hereby certifies that he/she has read and understands the foregoing statement and that all information provided herein is accurate and truthful.

This application is a public record pursuant to the California Public Records Act. In the event DTSC receives a request for inspection or copying, DTSC will comply, except that DTSC will not provide social security numbers or confidential financial records.

I declare under the penalty of perjury under the laws of the State of California that the information contained in this application, as well as any other documents submitted in support of this application, is true and correct.

Applicant's Signature	Date Executed
Applicant's Printed Name and Title	Executed in the County of

APPLICATION SUBMITTAL CHECKLIST

To assure efficient processing of your Registered Environmental Assessor I (REA I) application, please confirm that the following items have been completed and/or enclosed. Do not send your application unless all items are enclosed, incomplete applications will be returned to applicant.

- \$50 non-refundable application processing fee -- check or money order -- payable to DTSC/REA I, or completed Authorization For Payment by Credit Card.
- Completed application form and any supporting documentation.
- If you are not a United States citizen, enclose a copy of your resident alien card.
- Copies of applicable diplomas.
- Three completed reference forms in envelopes sealed and signed by each reference.

If you are missing any items, please contact the REA Program at (916) 324-6881 or REA_Mailbox@dtsc.ca.gov.

Please mail the completed application package and payment authorization form to:

Department of Toxic Substances Control
REA Program – Attention: Accounting Unit
P.O. Box 2978
Sacramento, California 95812-2978

Professional Reference Form

Registered Environmental Assessor I

The individual named below is an applicant for registration as a Registered Environmental Assessor I (REA I) by the Department of Toxic Substances Control (DTSC) and has identified you as a professional reference.

To maintain confidentiality, insert the completed reference form in the return envelope provided by the applicant, **seal the envelope, sign your name across the seal on the back of the envelope, and return the sealed envelope to the applicant.** The applicant will enclose the sealed envelope when submitting his or her application package to DTSC.

Should you have any questions about the application process, please contact the REA staff at (916) 324-6881 or REA_Mailbox@dtsc.ca.gov.

FOR CLARITY, A PRINTED OR TYPEWRITTEN RESPONSE WOULD BE APPRECIATED.

A. The **applicant** must complete the following information before sending this form to the reference:

Name of Applicant: _____

Reference's Name: _____

Title: _____

Company: _____

Reference's Telephone Number: (____) _____ ext. _____

B. The **reference** must complete the following section. These questions concern the professional capabilities and character of the applicant. Please answer as accurately and candidly as possible. Attach a separate sheet if you need additional space to fully answer any part. Your evaluation will be maintained as confidential information pursuant to the Information Practices Act of 1977.

INFORMATION COLLECTION, ACCESS AND DISCLOSURE - PRIVACY STATEMENT

The Information Practices Act, Sec. 1798.17 Civil Code, requires the following information to be provided when collecting information from individuals.

Agency Name:

Department of Toxic Substances Control (DTSC)
Registered Environmental Assessor (REA) Program

Title Of Official Responsible For Information Maintenance:

Adrainne Howze, Chief
Registered Environmental Assessor Program

Contact Information:

P.O. Box 2978 Sacramento, California 95812-2978
(916) 324-6881 or REA_Mailbox@dtsc.ca.gov

Authority That Authorizes The Maintenance Of The Information:

Section 25570.3, Chapter 6.8, Division 3, of the State Health and Safety Code.

The Consequences Of Not Providing All Or Any Part Of The Requested Information:

It is mandatory that you provide all information requested. Omission of any item of requested information will result in the application being rejected as incomplete.

The Principal Purpose(s) For Which The Information Is To Be Used:

The information requested used to determine qualifications for registration, licensure, or certification to determine compliance with the group and corporate practice provisions of the law and to establish positive identification.

Any Known Or Foreseeable Disclosures That May Be Made Of The Information:

Your completed application becomes the property of the agency and used by authorized personnel to determine your eligibility for registration. Information on your application maybe transferred to other governmental or law enforcement agencies. Pursuant to the California Public Records Act (Gov. Code Section 6250 et seq.) and the Information Practices Act (Civ. Code Section 1798.61), the names and addresses of persons possessing a license or registration maybe disclosed by the department unless otherwise specifically exempt from disclosure under the law. **Consequently, the personal name and address information entered on the attached form(s) may become public information subject to disclosure.**

Social Security Number Privacy Statement

Disclosure of your social security is mandatory. Section 30 of the Business and Professions Code and Public Law 94-455 [42 U.S.C.A. Section 405(c)(2)(C)] authorizes collection of your social security number. Your social security number used exclusively for tax enforcement purposes, for purposes of compliance with any judgment or order for family support in accordance with section 17520 of the Welfare and Institutions Code, or for verification of licensure or examination and where licensure is reciprocal with the requesting state.





Individuals have the right to review their own files or records maintained by the agency, unless the records are exempt under Section 1798.40 of the Information Practices Act. You may gain access to the information by contacting the REA Program at the above address.



**California Environmental Protection Agency
 Department of Toxic Substances Control
 Registered Environmental Assessor (REA) Program**

AUTHORIZATION FOR PAYMENT BY CREDIT CARD

Payment for REA I Application Processing Fee*

Name (First) (M.I.) (Last)			CHECK APPROPRIATE BOX:		
Mailing Address (Number, Street, and Apt./Suite)			 VISA	 Master Card	 American Express
			 Discover	3-digit Discover ID no.: _____ Required for Discover charges (Located on the back of Discover credit card)	
(City)	(State)	(ZIP Code)	Card No.: _____		
Phone #: () ext.			Expiration Date: ____/____ \$ ____ Amount authorized		
			Printed Cardholder Name (First) (M.I.) (Last)		
			**Cardholder Signature		Date

***NO REFUNDS WILL BE ISSUED FOR THE \$50 APPLICATION REVIEW FEE**

****No credit card payments may be authorized unless the cardholder's signature is present and has been dated.**

Please mail the completed application with payment authorization form to:

**Department of Toxic Substances Control
 REA Program - Accounting Unit
 P.O. Box 2978
 Sacramento, California 95812-2978**