Site Name _____
Location _____
Name and Date of Document _____
Preparer/Reviewer_____

Component Checklist – Remedial Investigation (RI) Report
REC Rules (15A NCAC 13C)

Note: Information in italics is from the latest REC Program Implementation Guidance (Guidance) that can be found on the IHSB website. ***Please remember that the REC Rules supersede any guidance. This checklist should only be used as a supplement to the REC Rules and all guidance documents.***

NOTIFICATION REQUIREMENTS:

Report to REC Program staff within 24 hours upon discovery of any of the following, if applicable [.0305(b)(2)&(3)]:

- _____ an imminent hazard at the site
- _____ off-site migration of hazardous substances
- _____ the presence of sensitive environments
- _____ mixed chemical & radioactive wastes

☐ **Phase I RI** ☐ **Phase II RI (Check one or both, as appropriate. See Guidance).**

RI EVALUATION AND DOCUMENT CONTENT - [0306(h)]:

_____ .0306(h)(1) **Narrative description.** Include discussion of any variances from certified RI Work Plan.

_____ .0306(h)(2) **Well construction information.** Include the following:

- Well design, installation procedures, and drilling methods used;
- Geologic logs, completed drilling logs, "as built" drawings of all wells, and techniques and materials used; and
- Copies of all well installation permits.

_____ .0306(h)(3) **Sampling locations.** Include a scaled map and/or completed site survey map with all soil sample and monitoring well locations shown in relation to known disposal areas or other sources of contamination.

- Monitoring wells were surveyed to known benchmark and groundwater elevations to a known datum.
- Soil sample locations were surveyed to a known benchmark or flagged with a secure marker until after remedial action is completed.

Note: As provided in G.S. 89C-2, it is unlawful for any person to practice land surveying in NC unless such person has been duly registered as a registered land surveyor.

_____ .0306(h)(4) **Quality assurance/quality control.** Describe all field and lab QA/QC. *See Appendix A of Guidance.*

_____ .0306(h)(5) **Investigation-derived waste.** Describe procedures used to manage drill cuttings, purge water, and decontamination water.

_____ .0306(h)(6) **Geologic conditions.** Summarize soils and vadose zone characteristics.

_____ .0306(h)(7) **Hydrogeologic conditions.** If groundwater assessment is necessary, include the following:

- Current uses of groundwater;
- Notable aquifer characteristics;
- A water table elevation contour map with groundwater flow patterns depicted; and
- Tabulated groundwater elevation data.

_____ .0306(h)(8) **Analytical results.** Include the following:

- Tabulation of analytical data for all sampling with sampling dates and soil sampling depths;
- Discussion of tentatively identified compounds (TICs), if any are present; and
- Copies of all laboratory reports including QA/QC documentation.

See Appendix A of Guidance.

_____ .0306(h)(9) **Maps and cross sections.** Include soil, groundwater, surface water and sediment contamination delineation including scale and sampling points with contaminant concentrations.

_____ .0306(h)(10) **Special assessments.** Describe procedures and results of geophysical surveys, immunoassay testing, soil gas surveys or test pit excavations. Include vapor intrusion potential evaluation. *See Appendix A of Guidance.*

_____ .0306(h)(11) **Color copies of site photographs.**

INVESTIGATION CONSIDERATIONS:

_____ .0306(c) **Have the appropriate sample collection and analytical procedures been followed?** See criteria specified in RI Work Plan Checklist.

_____ .0306(d) **Was the community health and safety plan (prepared and included as part of the RI Work Plan) followed?**

_____ .0306(e-f) **Was the scope of the RI sufficient for the phase being conducted?** See criteria specified in RI Work Plan Checklist.

SCHEDULE AND CERTIFICATIONS:

_____ .0306(b)(4) **A RI Work Plan was certified (and submitted to REC Program staff for the public record) prior to conducting RI work.**

_____ .0302(h) **Final RI Report will be/is completed within three years of Administrative Agreement execution.**

_____ .0306(b)(1-2) **The RI Report will be/is properly certified by the RP and RSM.** *Ensure proper document certification (Forms DC-1 and DC-II in Appendix G of Guidance), notary and dates. Ensure that date of RSM signature follows date of RP signature.*

_____ .0306(b)(5) **The report includes RI (Phase I and/or Final RI) work phase completion statements, as appropriate.** *Ensure that proper work phase completion statements (Forms WPC-1 and/or WPC-II in Guidance) are included for the correct phase of work. See Guidance for proper submittal of WPC-I and WPC-II statements.*

_____ .0302(l) **RI Report will be/is submitted to REC Program staff within 30 days of certification.**