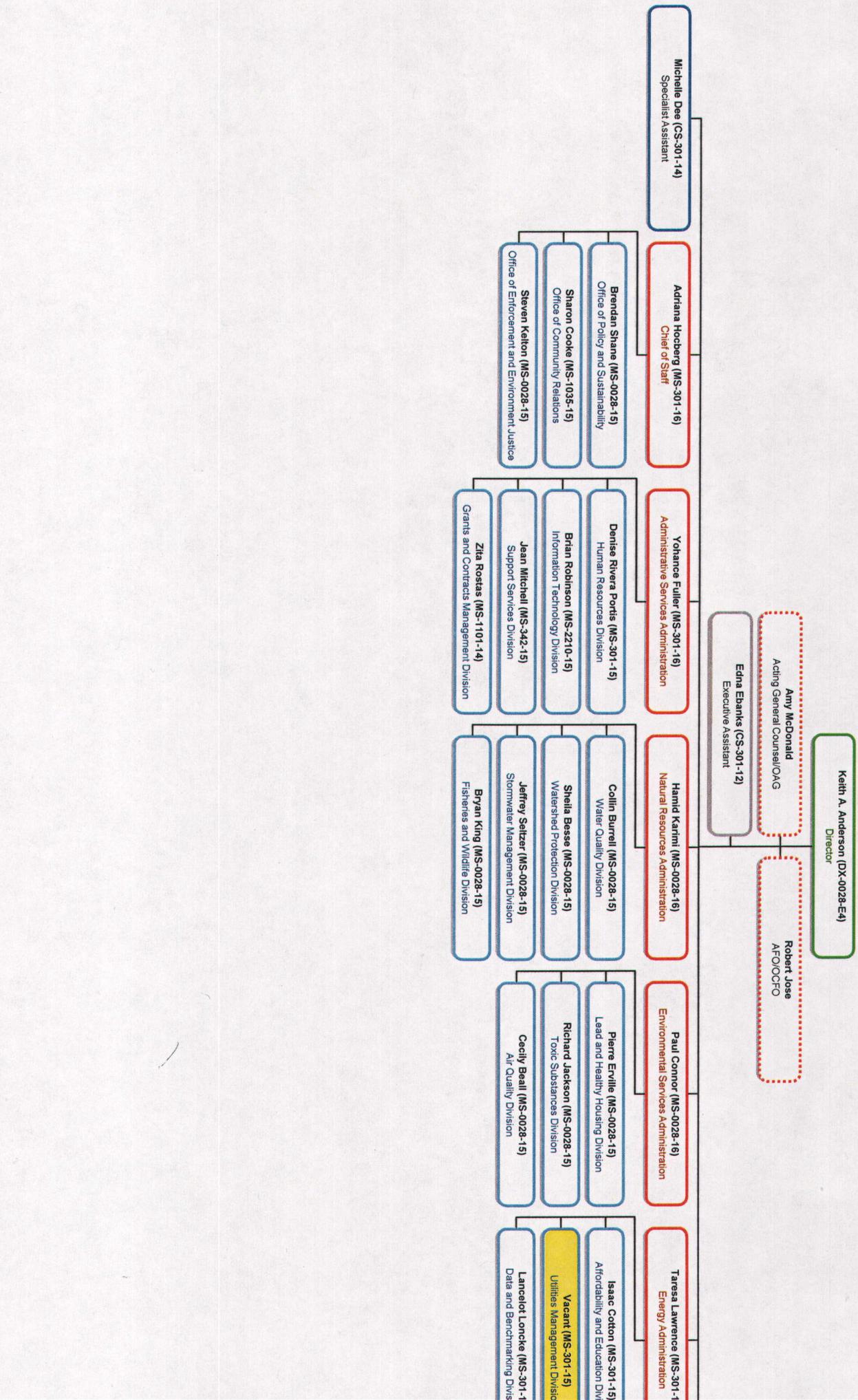


Attachment 1a – Organizational Chart

GOVERNMENT OF THE DISTRICT OF COLUMBIA
District Department of the Environment
 Organizational Structure



Attachment 1b – Agency Overview

**THE DISTRICT OF COLUMBIA
DISTRICT DEPARTMENT OF THE ENVIRONMENT (DDOE)**

AGENCY OVERVIEW

The District Department of the Environment (DDOE) is the leading authority on energy and environmental issues affecting the District of Columbia. Using a combination of legislative recommendations to the Mayor, regulations, outreach, education, and incentives, our agency administers programs and services to fulfill our mission. We work collaboratively with other government agencies, residents, businesses, and institutions to promote environmentally responsible behavior that will lead to a more sustainable urban environment.

DDOE has approximately three hundred (300) personnel, which include engineers, biologists, toxicologists, geologists, technicians, inspectors, environmental specialists, policy analysts, administrators, public outreach specialists, and support staff. Among their many responsibilities are issuing permits, monitoring environmental conditions, providing funding and technical assistance, assessing environmental risks, developing policies, inspecting facilities, enforcing environmental regulations, working with other entities to solve everyday environmental issues, and informing and educating the public on local environmental trends and their benefits.

The DDOE team promotes public and environmental health by implementing and enforcing District and Federal laws and regulations. We recognize that strong and healthy communities are central to the District's economic prosperity, and work daily to protect the environment in which its people live, work and play.

Mission

The mission of DDOE is to improve the quality of life for the residents and natural inhabitants of the nation's capital by protecting and restoring the environment, conserving our national resources, mitigating pollution, and educating the public on ways to secure a sustainable future.

Vision

DDOE envisions a nation's capital that sets the standard for environmentally responsible and sustainable practices. We envision a city whose rivers and waters are fishable and swimmable; whose buildings and infrastructure help protect our health and environment; and whose residents, businesses, and visitors embrace and employ smart environmental practices in their daily lives and work together to deliver a clean, healthy, and vibrant city to future generations

FUNCTIONAL STATEMENTS
By OFFICE/ADMINISTRATION

I

OFFICE OF THE DIRECTOR

The Office of the Director provides executive level policy guidance, direction, and leadership to the District Department of the Environment in the administration of the agency's programs and services. The Director establishes budgetary and program priorities; ensures the implementation of local and federal legislative mandates; and administers a wide variety of programs and services on energy and environmental issues. The Office of the Director includes but is not limited to the following:

Office of the General Counsel (OGC)

The Office of the General Counsel (OGC) advises and assists the Director and executive staff with establishing and administering comprehensive legal services related to all programs administered by the agency. Working with the Office of the Attorney General for the District of Columbia (OAG), the OGC leads the execution of litigation strategies to support DDOE's goals. The office directs and controls legal work and related administrative activities. The OGC also assists senior management in ongoing human resources, employee relations and labor relations issues.

Office of Financial Management (OFM)

The Office of Financial Management (OFM) provides overall fiscal management and accountability for the entire department and manages accounting, budgeting, accounts payable, payroll and disbursement, and audits and audit resolutions. The OFM is responsible for the preparation, execution and monitoring of the agency's annual operating and capital budgets; developing expenditure forecasts; and providing comprehensive reports on budget, performance, and cost analysis.

Office of the Chief of Staff (OCS)

The Office of the Chief of Staff (OCS) provides senior-level coordination for planning, organizing and developing vital policies, regulations, directives, and procedures to resolve issues and challenges that impact the successful accomplishment of DDOE's strategic plans, goals and objectives.

II

OFFICE OF THE CHIEF OF STAFF

The Office of the Chief of Staff includes the following divisional offices and programs:

Office of Enforcement and Environmental Justice (OEEJ)

The Office of Enforcement and Environmental Justice (OEEJ) works in conjunction with the Office of the General Counsel (OGC) to develop and coordinate enforcement policies of the agency. This office also liaises with the Office of Administrative Appeals, managing all communications relative to notices of infraction and violation; tracks enforcement activities to include the management of fee collection process and generates reports as required to various District and Federal level entities. The OEEJ also works to ensure that inspection and enforcement staff remains abreast of all newly released, updated and implemented enforcement requirements, laws, regulations and policies.

Office of Community Relations (OCR)

The Office of Community Relations (OCR) coordinates educational outreach activities, including promotional events, educational workshops and seminars, to engage the regulated community, businesses and residents of the District on DDOE programs and services. The OCR works with the OPI on promotional materials for its outreach activities.

Office of Policy and Sustainability

The Office of Policy and Sustainability (OPS) formulates environmental policies, coordinates the policy decision-making process and is a proponent of more environmentally friendly energy uses and is a forerunner in exploring and implementing environmentally sound energy uses and standards; integrates the needs of the environment with the requirements of energy; collaborates efforts to educate the people who live, work and learn in DC about energy and environmental sustainability.

III

ENERGY ADMINISTRATION

The Energy Administration (EA) provides energy-related policy, planning and direct services to residents, businesses, institutions, government and visitors; and coordinates and facilitates the overall effort of the District Government to achieve energy efficiency and the use of renewable energy. The EA works with the OPS to devise its policies, plans and programs.

Policy & Compliance Division (PCD)

The Policy and Compliance Division directs and coordinates the implementation of energy-efficiency and renewable energy programs administered by DDOE, and administers the District of Columbia Sustainable Energy Utility contract. The PCD ensures that energy programs comply with the provisions of the Clean and Affordable Energy Act of 2008, as well as other District and federal mandates. The PCD also develops and recommends energy policies, provides advice on current or future utility rate cases, and drafts the District's energy assurance and resiliency plans.

Affordability & Efficiency Division (AED)

The Energy Efficiency and Affordability Division is comprised of the Energy Efficiency & Conservation Branch and the Energy Affordability Branch and the Energy. This Division has two branches: *The Energy Affordability Branch (EAB)* which manages the Energy Administration's direct subsidy programs that assist low-income District residents with their energy and utility bills. The EAB provides emergency and non-emergency financial assistance to low-income residents through the Low Income Home Energy Assistance Program, and administers the Utility Discount Programs that provide discounted rates on residents' electric, natural gas, telephone and water bills; and *The Energy Efficiency & Conservation Branch (EECB)* which helps residents and businesses reduce their energy consumption by providing technical and financial assistance to help identify and install audit-recommended energy efficiency measures. The EECB also provides financing solutions to help commercial property owners implement energy efficiency improvements, and is dedicated to educating District residents about the efficient and safe use of energy.

Data & Benchmarking Division (DBD)

The Data & Benchmarking Division conducts research and analysis of energy data, develops record-keeping protocols, and conducts evaluation, measurement and verification of various energy efficiency and renewable energy programs. The DBD is also responsible for conducting a wide range of assessment studies and other activities that support the development of aggressive short and medium-term energy goals, and recommending practical implementation strategies to help the District achieve maximum effective management and use of present and future sources of energy.

ENVIRONMENTAL SERVICES ADMINISTRATION

The Environmental Services Administration's (ESA) core function is to protect public health and the environment by regulating and ensuring compliance with applicable laws related to air quality, hazardous waste, underground storage of petroleum products, lead, and pesticides. ESA achieves its objectives by initiating effective and innovative measures and programs; partnering collaboratively with key community stakeholders; writing rules; issuing permits; inspecting entities subject to the various laws and regulations; providing compliance assistance; and, as needed, taking enforcement actions. The ESA includes three divisions: Air Quality, Lead and Healthy Housing, and Toxic Substances.

Air Quality Division (AQD)

The mission of the Air Quality Division (AQD) is to protect human health from the effects of air pollution in the District. The AQD ensures the implementation of and compliance with the District's air quality program. The AQD has two branches: The ***Monitoring and Assessment Branch***, which measures the quality of the ambient air in the District and develops strategies to improve it; and the ***Permitting and Enforcement Branch***, which ensures that sources of air pollution in the District comply with all air quality control regulations.

Lead and Healthy Housing Division (LHHD)

The mission of the Lead and Healthy Housing Division (LHHD) is to ensure that the District's housing does not pose a health threat to its occupants by identifying existing environmental or safety hazard and arranging for its mitigation, both through enforcement efforts and through grant programs. The Division has two branches: The ***Childhood Lead Poisoning Prevention (CLPPP) and Healthy Housing Branch***; which takes proactive steps to prevent harm caused by environmental health threats and responds to all cases of potentially harmful lead exposure; and the ***Compliance and Enforcement Branch***, which provides regulatory oversight over the District's lead laws (including its lead certification and lead abatement permitting requirements), and undertakes compliance monitoring and assistance as well as enforcement measures.

Toxic Substances Division (TSD)

The mission of the Toxic Substance Division (TSD) is to protect human health and the environment from the potential hazards associated with toxic substances (pesticides), hazardous waste, underground storage of petroleum products, redevelopment of environmentally contaminated properties; and to provide oversight on restoration of formerly used defense sites (FUDS) in the District. The TSD has three branches: The ***Hazardous Materials Branch***, which provides regulatory oversight for use and disposal of toxic chemicals; the ***Land Remediation and Development Branch***, which regulates underground storage tanks and redevelopment of contaminated properties; and the ***Underground Storage Tank/Leaking Underground Storage Tank Branch***, which

monitors compliance with regulations related to the installation and removal of USTs and the operations of existing tank systems.

NATURAL RESOURCES ADMINISTRATION

The Natural Resources Administration's (NRA) core functions are to conserve, protect, and improve the soil, water, and living resources of the District of Columbia, and to protect its aquatic resources from pollution and degradation. NRA achieves its objectives by using a combination of federal and District authorities, such as strategic planning; setting and enforcing water quality standards; and monitoring and assessing the quality of the aquatic and wildlife resources.

Fisheries and Wildlife Division (FWD)

The mission of the Fisheries and Wildlife Division (FWD) is to develop, support and implement programs for urban fish and wildlife conservation, protection, recreation, and sustainability. FWD has two branches: The *Fisheries Management Branch* which conducts annual surveys and studies of migratory and resident fish in the District waterways; and the *Wildlife Management Branch*, which conserves wildlife resources for the health and enjoyment of District residents.

Water Quality Division (WQD)

The mission of the Water Quality Division (WQD) is to restore and protect the surface and ground waters of the District. WQD achieves its objectives through setting and enforcing water quality standards; and monitoring, assessing, protecting and restoring water quality and aquatic resources. WQD has two branches: The *Permitting and Enforcement Branch*, which certifies federal water-quality permits; and the *Monitoring and Assessment Branch*, which collects water quality data and analyzes fish and vegetation.

Watershed Protection Division (WPD)

The mission of the Watershed Protection Division (WPD) is to conserve the soil and water resources of the District and to protect its watersheds from nonpoint source pollution. The WPD has three branches: the *Technical Services Branch*, which reviews plans and assists developers and the public on water issues; the *Inspection and Enforcement Branch*, which monitors existing sites and construction projects for compliance with laws and regulations; and the *Planning and Restoration Branch*, which educates the public on watershed protection and coordinates with regional partners on Chesapeake Bay and Anacostia River issues.

Stormwater Management Division (SMD)

The mission of the Stormwater Management Division (SMD) is to reduce stormwater runoff pollution through the implementation of activities that go beyond the activities required in the District's National Pollution Discharge Elimination System (NPDES) Permit. The SWMD administers the Municipal Separate Storm Sewer System (MS4) NPDES permit issued to the District by the United States Environmental Protection

Agency. Three district agencies (DDOT, DPW and DDOE) and DC WASA are charged with the responsibility of implementing the activities required in the MS4 permit. The SMD oversees the activities implemented by these agencies to ensure that permit compliance activities are prioritized, budgeted and implemented. SMD has two branches: the ***Program Implementation Branch***, which operates the stormwater retention credit program and implements stormwater initiatives and pollution-prevention practices with DDOE divisions, sister agencies, and DC Water, as well as the coal tar pavement product ban and the Bag Law; and the ***Planning and Reporting Branch***, which develops strategic planning to meet water quality goals, total maximum daily loads (TMDLs), and Chesapeake Bay milestones and reports annually on MS4 Permit compliance as required by the US EPA.

VI

ADMINISTRATIVE SERVICES ADMINISTRATION

The Administrative Services Administration's (ASA) core function is to provide operational support and the required tools to achieve operational and programmatic results for the agency. This program is responsible for overseeing the budgeting, financial, and grants management; contracting and procurement; human resources; risk and emergency management; property and fleet management; training; customer service; information technology; and, telecommunications functions for the agency. Through the development and implementation of administrative policies, procedures and processes the ASA seeks continuous improvement of agency operations.

Support Services Division (SSD)

The mission of the Support Services Division (SSD) is to plan, develop, manage and coordinate the basic administrative functions within DDOE. The SSD achieves its objectives by managing human resources, employee and labor relations, payroll, time and attendance, customer services, training, facilities, and fleet management services to agency. Through the delivery of support services DDOE is able to hire, manage, and retain a qualified and diverse workforce that provides consistent and reliable customer service to its constituents

Information Technology Division (ITD)

The mission of the Information Technology Division (ITD) is to plan, develop, communicate, implement, and manage agency-wide information systems technology and telecommunications services and activities. The purpose of the information technology activity is to provide network, telephone, and computer hardware and software support and information services to agency management and staff so they can use technologies to produce, communicate, and manage information without undue delay.

Grants & Contracts Management Division (GCMD)

The Grants and Contracts Division (GCMD) implements and sustains a system for compliance enforcement, as well as prospecting, developing, monitoring and evaluating programs funded under the various public and private grant awards and revenue programs. The contracting and procurement activity provides contracts management, purchasing, and technical assistance to agency management and staff so they can obtain the services and commodities they need within budget, on time, and according to customer specifications.

Human Resources Division (HRD)

The Human Resources Division (HRD) is a designee to the Agency Director, serving as an extension of the District's personnel management authority. This office plans, develops, implements, manages and monitors personnel functions for the agency in areas of organizational development and training, recruitment and staff strategies, employee

and labor relations management, time and labor administration and performance management. This office also manages the Mayor's Green Zone Environmental Program (GZEP) of which District Summer Youth are employed through a partnership with DOES, and the DDOE Green Zone Internship Program (GZIP) and partners with the Agency's Office of Policy and Sustainability on program initiatives related to the fostering a green economy which includes the development and disbursement of green opportunities in the community.

Attachment 2a – Voluntary Leave Program

GOVERNMENT OF THE DISTRICT OF COLUMBIA

District Department of the Environment



District Department of the Environment Administrative Issuance System
Office Order 2013-2

EFFECTIVE DATE: Fiscal Year 2013 and Forward

SUBJECT: Voluntary Leave Transfer Program

PURPOSE: To establish and communicate a policy for the District Department of the Environment (DDOE) employees to transfer accrued annual or universal leave to another eligible employee within DDOE who is confronted with a serious health condition, or has the responsibility to provide personal care to an immediate relative with a serious health condition.

SCOPE: The Voluntary Leave Transfer Program is separate and distinct from the Annual Leave Bank Program pursuant to (D.C. Law 15-68; D.C. Official Code Sections 1-612.31 through 1-612.38); and Sections 1282 of Chapter 12 of the D.C. Personnel Regulations, Hours of Work, Legal Holidays and Leave. The D.C. Department of Human Resources (DCHR) administers the Annual Leave Bank Program.

- A. Annual or universal leave transfers under the DDOE Voluntary Leave Transfer Program shall be on an hour-to-hour basis.
- B. A recipient employee under the DDOE Voluntary Leave Transfer Program shall receive no more than three hundred and twenty (320) hours during any twelve (12) month period.
- C. The transfer of leave is from one DDOE employee (the donor) to another DDOE employee (the recipient) and is not to a leave bank.

AUTHORITY: The Voluntary Leave Transfer Program is developed under the authority of D.C. Law 15-68, The Voluntary Transfer of Leave Amendment Act of 2003, effective February 6, 2004.

RESPONSIBILITY: DDOE shall establish and administer a Voluntary Leave Transfer Program to allow Department employees to transfer accrued annual or universal leave to the account of any eligible employee.



1. Definitions

For the purposes of this instruction, the following terms have the ascribed meaning:

Agency – any unit of the District government required by law, the Mayor, or the Council of the District of Columbia (Council), to administer any law, rule or any regulation adopted under authority of law. The term also includes any unit of the District government created by the reorganization of 1 or more of the units of an agency and any unit of the District government created or organized by the Council as an agency.

Agency head – the highest ranking official of any agency or their designee.

Child – any person under 21 years of age; 21 years of age or older who is substantially dependent upon the eligible employee by reason of physical or mental disability; and a person under 23 years of age who is a full-time student.

Domestic partner – a person with whom a District government employee enrolled in the D.C. Employees Health Benefits Program (applicable to individuals first employed on or after October 1, 1987) maintains a committed relationship, and who has registered the domestic partnership with the District of Columbia Department of Health.

Donor Employee - A District employee of the DDOE who accrues annual or universal leave may choose to voluntarily donate annual or universal leave to another employee in DDOE if the other employee has applied and been approved to receive the leave donation.

Eligible employee – an individual who performs services for the District government as an employee; receives compensation for the performance of such services; is eligible to accrue annual or universal leave; and has been employed for at least one (1) year without a break in service.

Immediate relative – an individual who is related by blood or marriage to an employee covered by Chapter 12 of the regulations as father, mother, child, husband, or wife; an individual for whom an employee covered by Chapter 12 of the regulations is the legal guardian; or the domestic partner of an employee covered by Chapter 12 of the District Personnel Manual (DPM).

Intimidate, threaten or coerce – includes promising to confer or conferring any benefit such as appointment, promotion, or compensation; or effecting or threatening to effect any reprisal such as deprivation of appointment, promotion or compensation.

Leave contributor – an employee who contributes annual or universal leave to be transferred to a designated recipient employee.

Personal care – custodial or primary assistance that helps an immediate relative of an employee with activities of daily living, including bathing, eating, dressing, and continence. This definition includes the recent adoption of a child and the care of a newborn child by the eligible employee.

Prolonged absence – an eligible employee’s absence from duty for at least ten (10) consecutive workdays that will result in a substantial loss of income to the eligible employee because of the unavailability of paid leave.

Recipient employee - a District employee of DDOE who: 1. has been employed for at least one year without a break in service. 2. Accrues annual or universal leave. 3. Has a documented need that warrants an extended absence; 4. Has or will exhaust all accrued or expected leave, and is eligible to apply for donated leave.

Serious health condition – any pregnancy or physical or mental illness, injury or impairment that involves a hospital, hospice, or residential health care facility or continuing treatment at home by a competent health care provider or other individual.

2. Provisions of the Voluntary Leave Transfer Program (Program)

a. Employee application to receive transferred leave under the Program

- (1) An eligible employee who anticipates experiencing prolonged absence due to a serious health condition; or to provide personal care to an immediate relative, may make written application DDOE’s agency head to become a recipient employee under the Program.
- (2) If the eligible employee is not capable of making an application on their own behalf, another agency employee may make written application on the employee’s behalf.
- (3) The information contained in an application may only be used for the purpose of making a decision with regard to the application; and all information contained in and accompanying the application must be kept confidential.
- (4) All applications requesting transferred leave under the Program should include all of the following.
 - a) Eligible employee’s name, position title, grade and administration;
 - b) The anticipated duration of the absence;
 - c) The number of hours of leave requested;
 - d) A statement that the employee has exhausted, or the date the employee will exhaust, all currently accrued sick, annual,

- advanced, compensatory or universal leave;
- e) *An affidavit* (i.e. a notarized statement) if the leave is to care for a family member, attesting that the individual requiring personal care is an immediate family member, or that the personal care is due to the recent birth or adoption of a child; and/or
 - f) *Certification* from a physician or other licensed health care professional that the eligible employee must be absent for medical reasons for themselves or a doctor's certificate from the family member's physician stating the family member needs care and the anticipated duration of the absence.

(5) An eligible employee may only receive an annual or universal leave contribution from an employee within his or her respective agency.

b. DDOE consideration of employee applications to receive transferred leave under the Program.

(1) The agency head or designee will promptly consider employee applications to receive transferred leave under the Program. Applicants for donated leave shall receive written confirmation of the receipt of their application within five (5) workdays of receipt by the DDOE human resources. A final decision shall be given to the applicant within ten (10) workdays of receipt of the application.

(2) If the Department Director excludes an employee or group of employees from the program, he or she shall submit a report to the Director of the Department of Human Resources specifying how the organization or program would be substantially disrupted in carrying out its functions or would incur additional costs. This information shall be included in the annual report prepared by DDOE on or before January 1st, each year.

(3) In addition to the determination described above, before approving an application, DDOE will:

- a) Determine if the request to become a recipient employee is necessitated by a prolonged absence due to the employee's serious health condition or the employee's responsibility to provide personal care to an immediate relative; and
- b) Review the leave; ensure maximum leave constraints are not exceeded; consider the probability that the eligible employee may separate from service during the period that the transferred leave would be taken; and any exigency or disruption in service that the agency may experience.

(4) The agency head must approve the leave transfer if the employee is eligible for leave under the federal Family and Medical Leave

provisions of 28 U.S.C., section 2601 *et seq.*

c. Application to become a leave contributor under the Program

- (1) An employee may transfer annual or universal leave to the Program by written application to the agency head that specifies the number of hours of annual or universal leave to be transferred.
- (2) The transfer of annual or universal leave cannot total more than ½ of the amount of annual or universal leave that the contributor would have been entitled to accrue during the leave year; provided that a leave contributor may contribute restored annual leave without limitation.
- (3) **Annual leave** transferred under the Program is to be deducted from the leave contributor's account effective the 1st pay period following the approval of the transfer by the Director of DDOE; therefore, once the leave transfer is deemed approved:
 - Prepare and forward to the Office of Pay and Retirement Services (OPRS), Office of the Chief Financial Officer, a leave adjustment form to reduce the leave contributor's annual leave balance by the number of hours of leave contributed.
- (4) Once the leave adjustment form is received, the OPRS makes the necessary leave adjustments in the human resources information system, currently PeopleSoft.
- (5) **Universal leave** transferred under the Program is to be deducted from the leave contributor's account effective the 1st pay period following the approval of the transfer by the Mayor (or his designee).

d. Receipt and use of transferred leave

- (1) DDOE ***will maintain an account of leave transferred*** to the Program and the leave records of each recipient employee and leave contributor.
- (2) Leave can be used in the same manner as if the leave had been accrued by the employee, provided that any annual, universal leave, sick leave, or advanced leave has been exhausted before any leave transferred under the Program may be used.
- (3) During the period in which transferred leave is being used, no annual, universal, or sick leave shall accrue to the recipient employee.
- (4) Unused leave is not subject to any form of lump-sum leave payment

upon the recipient of employee's separation from District government service.

- (5) Any unused transferred leave shall be forfeited (lost); or may be transferred to the *Annual Leave Bank Program* upon the concurrence of DCHR.

e. Termination of Use of Transferred Leave under the Program

The use of transferred leave shall terminate when:

- (1) The recipient employee is no longer affected by the medical emergency; or
- (2) The recipient employee is terminated or separated from District government service.

3. Prohibition of Intimidation, Threat or Coercion

An agency employee shall not be directly or indirectly intimidated, threatened, or coerced by any other employee for the purpose of interfering with any right that the employee may exercise to contribute, receive, or use annual or universal leave under the Program.

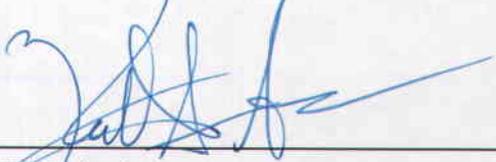
4. Voluntary Transfer of Leave Program Report

- a. On or before January 1 of each year, participating agencies, including independent agencies, shall provide a *Voluntary Transfer of Leave Program Report (Report)* to DCHR. The Report must include:**

- (1) A comprehensive list of all voluntary leave bank contributors and transfer of leave recipients;
- (2) Documentation demonstrating that proper deductions have been taken from the contributor's leave accrual;
- (3) Documentation demonstrating the actual transfer of leave to the recipient employee; and
- (4) List of eligible employees or group of employees excluded from the Program because approving the request would have resulted in substantial disruption of the functions to the agency as a whole or a component/program within the agency, or would have resulted in additional costs. The list should also include:
 - (a) Information on manner in which the agency or program within the agency would have been substantially disrupted from carrying out its functions; or

- (b) The amount of additional cost that would have been incurred, and the reasons for the additional cost.
- (5) DDOE will redact all confidential, personal information contained in the report, i.e. social security number.

On this day 15th of August, 2013.



Keith Anderson
Director
District Department of the Environment

Attachment 3 – Schedule A

Prgm Cc	Hire Date	Title	Name	Vac			Sal Plan	Reg/Temp/Te	Salary 1	Fringe	FTE x Dist %
				Stat	Grade	Step					
1010	6/16/2005	Management Liaison Specialist	Pitt,Talisha M.	F	13	6	DS0087	Term	\$ 86,056.00	\$ 21,944.28	1.00
	4/25/2011	Administrative Services Office	Rivera Portis,Denise R.	F	15	0	DS0086	Reg	\$ 113,300.00	\$ 28,891.50	1.00
	8/1/2011	Management Liaison Specialist	McLeod,Shavon O	F	9	2	DS0087	Term	\$ 44,561.00	\$ 11,363.06	1.00
	5/6/2013	Program Support Asst (OA)	Moore,Barbara	F	7	1	DS0079	Temp	\$ 38,666.00	\$ 9,859.83	1.00
1010 Total									\$ 282,583.00	\$ 72,058.67	4.00
1020	12/15/2003	Grants and Contracts Mgmt Off	Rostas,Zita	F	14	0	DS0086	Reg	\$ 107,635.00	\$ 27,446.93	1.00
	8/15/2011	Grants and Contracts Managemen	Douglas,Compton E	F	13	3	DS0087	Term	\$ 78,925.00	\$ 20,125.88	1.00
	(blank)	Grants & Contract Mgmt Spec.	(blank)	V	12	7	DS0087	Reg	\$ 76,363.00	\$ 19,472.57	1.00
		Grants & Contract Mgmt Spec.	(blank)	V	12	4	DS0087	Reg	\$ 70,369.00	\$ 17,944.10	1.00
1020 Total									\$ 333,292.00	\$ 84,989.46	4.00
1030	4/2/1984	Associate Director for Support	Mitchell,Jean E	F	15	0	DS0086	Reg	\$ 114,221.85	\$ 29,126.57	1.00
	9/14/1987	Support Services Specialist	Williams,Sabrina M	F	13	5	DS0087	Term	\$ 83,679.00	\$ 21,338.15	1.00
	5/12/2002	PGM SPEC	Tolson II,Donald	F	11	8	DS0077	Reg	\$ 68,934.00	\$ 17,578.17	1.00
	10/18/2004	Support Services Asst. (MVO)	Jones II,Phinis	F	7	3	DS0079	Term	\$ 41,352.00	\$ 10,544.76	1.00
	12/10/2006	Support Services Specialist	Johnson,Robyn N	F	11	2	DS0087	Term	\$ 53,697.00	\$ 13,692.74	1.00
	(blank)	Program Support Asst (OA)	(blank)	V	7	0	DS0079	Reg	\$ 38,666.00	\$ 9,859.83	1.00
1030 Total									\$ 400,549.85	\$ 102,140.21	6.00
1040	2/9/1981	Supervisory IT Specialist	Robinson,Brian K	F	15	0	DS0086	Reg	\$ 108,782.42	\$ 27,739.52	1.00
	5/14/2006	Information Technology Spec	White,William	F	13	7	DS0077	Term	\$ 95,652.00	\$ 24,391.26	1.00
	9/29/2008	IT Specialist	Smallwood,Shanita	F	12	2	DS0077	Term	\$ 71,789.00	\$ 18,306.20	1.00
	11/4/2013	IT Specialist	Carter,Arlene	F	11	4	DS0077	Term	\$ 61,698.00	\$ 15,732.99	1.00
	12/30/2013	IT Specialist	Braxton,Darius	F	12	1	DS0077	Term	\$ 69,628.00	\$ 17,755.14	1.00
1040 Total									\$ 407,549.42	\$ 103,925.10	5.00
1055	9/24/2012	Environ Emergency Prog Coord	Emminizer Jr.,John Thomas	F	14	2	DS0087	Term	\$ 90,469.00	\$ 23,069.60	1.00
1055 Total									\$ 90,469.00	\$ 23,069.60	1.00
1085	10/24/2011	Customer Service Coordinator	Randall Thomas,Cheryl	F	13	6	DS0087	Term	\$ 86,056.00	\$ 21,944.28	1.00
1085 Total									\$ 86,056.00	\$ 21,944.28	1.00
1090	9/8/1993	Executive Assistant	Ebanks,Edna D	F	12	3	DS0087	Term	\$ 68,371.00	\$ 17,434.61	1.00
	6/17/2002	Dir, Dist. Dept. of the Enviro	Anderson,Keith A	F	E4	0	DX0000	Reg	\$ 164,800.00	\$ 42,024.00	1.00
	10/1/2007	Chief of Staff	Hochberg,Adriana Yamamoto	F	16	0	DS0086	Reg	\$ 112,334.00	\$ 28,645.17	1.00
	6/9/2008	Deputy Dir for Admin Services	Fuller,Yohance S	F	16	0	DS0086	Reg	\$ 155,023.00	\$ 39,530.87	1.00
	12/7/2009	Program Analyst	Weber,Matthew D	F	13	3	DS0087	Term	\$ 78,925.00	\$ 20,125.88	1.00
	3/1/2010	Special Assistant	Dee,Mary Michelle	F	14	1	DS0087	Term	\$ 87,661.00	\$ 22,353.56	1.00
	8/15/2011	Customer Service Assistant	Strong,Tyrone Christopher	F	7	8	DS0079	Term	\$ 48,067.00	\$ 12,257.09	1.00
	12/31/2012	Legislative & Reg. Analyst	Marshall,Karim D	F	14	2	DS0087	Term	\$ 90,469.00	\$ 23,069.60	1.00

1090 Total										\$ 805,650.00	\$ 205,440.75	8.00
2030	1/22/1985	Sup Environ Protection Spec	Karimi,Hamid	F	16	0	DS0086	Reg	\$ 37,909.15	\$ 9,666.83	0.25	
	3/3/1986	FISHERY LICENSURE COOR	Payne,Wanda	F	12	8	DS0077	Reg	\$ 84,755.00	\$ 21,612.53	1.00	
	3/13/1989	Program Support Asst (OA)	Davis,Annie M	F	8	10	DS0079	Term	\$ 54,637.00	\$ 13,932.44	1.00	
	12/15/1990	FISHERIES BIOLOGIST	Lee,Francina B	F	11	8	DS0077	Term	\$ 68,934.00	\$ 17,578.17	1.00	
	5/13/1996	Program Support Asst (OA)	Morales,Manuela	F	7	8	DS0079	Term	\$ 48,067.00	\$ 12,257.09	1.00	
	12/9/1996	Fish & Wildlife Biologist	Thadey,Eric C	F	12	2	DS0077	Term	\$ 71,789.00	\$ 18,306.20	1.00	
	5/11/1998	Supervisory Fishery Biologist	Ryan,Daniel R	F	13	0	DS0086	Reg	\$ 79,305.88	\$ 20,223.00	1.00	
	11/13/2006	Fish & Wildlife Biologist	Ossi,Damien	F	11	1	DS0077	Term	\$ 56,271.00	\$ 14,349.11	1.00	
	4/14/2008	Sup Environ Protection Spec	King,Bryan D.	F	15	0	DS0086	Reg	\$ 101,233.55	\$ 25,814.56	1.00	
	2/2/2009	Fish & Wildlife Biologist	Rohrbaugh,Lindsay B.	F	11	2	DS0077	Term	\$ 58,080.00	\$ 14,810.40	1.00	
	10/13/2009	Fish & Wildlife Biologist	Rauch,Daniel G	F	11	1	DS0077	Term	\$ 56,271.00	\$ 14,349.11	1.00	
	11/21/2011	Fish & Wildlife Biologist	Spencer,Shellie	F	11	1	DS0077	Term	\$ 56,271.00	\$ 14,349.11	1.00	
	6/4/2012	Fish & Wildlife Biologist	Lewis,Michelle N	F	11	2	DS0077	Term	\$ 58,080.00	\$ 14,810.40	1.00	
	11/5/2012	Fish & Wildlife Biologist	Washington,Laura S	F	11	3	DS0077	Term	\$ 59,889.00	\$ 15,271.70	1.00	
	6/17/2013	Fish & Wildlife Biologist	Garcia Andersen,Natasha	F	11	1	DS0077	Term	\$ 56,271.00	\$ 14,349.11	1.00	
	8/12/2013	Supv Wildlife Biologist	Rodriguez,Teresa	F	13	0	DS0086	Reg	\$ 82,153.00	\$ 20,949.02	1.00	
		Program Analyst	Schwechten,Sherry R	F	12	1	DS0077	Term	\$ 13,925.60	\$ 3,551.03	0.20	
(blank)		Fish & Wildlife Biologist	(blank)	V	9	1	DS0077	Reg	\$ 46,707.00	\$ 11,910.29	1.00	
		Fish & Wildlife Biologist	(blank)	V	11	0	DS0077	Reg	\$ 56,271.00	\$ 14,349.11	1.00	
2030 Total										\$ 1,146,820.18	\$ 292,439.15	17.45
2070	7/11/1983	ENVIRONMENTAL SPECIALIST	Robertson,Alvin B	F	12	10	DS0077	Term	\$ 89,077.00	\$ 22,714.64	1.00	
	1/22/1985	Sup Environ Protection Spec	Karimi,Hamid	F	16	0	DS0086	Reg	\$ 37,909.15	\$ 9,666.83	0.25	
	8/29/1988	ENVIRONMENTAL SPECIALIST	Mosley,Carla A	F	11	10	DS0077	Term	\$ 72,552.00	\$ 18,500.76	1.00	
	3/8/1993	Environmental Protection Spec	Zahn,Jeffrey P	F	12	4	DS0077	Term	\$ 76,111.00	\$ 19,408.31	1.00	
	4/5/1993	ENVIRONMENTAL SPEC	Slade,William	F	9	9	DS0077	Reg	\$ 58,643.00	\$ 14,953.97	1.00	
	8/3/1998	Environmental Protection Spec	Famuditimi,Ibrahim O	F	11	5	DS0077	Term	\$ 63,507.00	\$ 16,194.29	1.00	
	10/22/2001	Environmental Protection Spec	Brown,Lucretia S	F	12	3	DS0077	Term	\$ 73,950.00	\$ 18,857.25	1.00	
	1/14/2002	Environmental Protection Spec	Gebremedhin,Teamrat	F	11	6	DS0077	Term	\$ 65,316.00	\$ 16,655.58	1.00	
	3/25/2002	ENVIRONMENTAL SPECIALIST	Nawaz,Shah	F	12	8	DS0077	Term	\$ 84,755.00	\$ 21,612.53	1.00	
	12/15/2003	ENVIRONMENTAL HLTH T TECH	Starks,Shatika M	F	7	7	DS0078	Term	\$ 46,724.00	\$ 11,914.62	1.00	
	9/18/2006	Environmental Protection Spec	Haywood,Gerald E	F	11	2	DS0077	Term	\$ 58,080.00	\$ 14,810.40	1.00	
	10/16/2006	Environmental Engineer	Chinkuyu,Adion J	F	12	6	DS0077	Reg	\$ 80,433.00	\$ 20,510.42	1.00	
	4/30/2007	Environmental Protection Spec	Bekele,Jerusalem	F	12	7	DS0077	Term	\$ 82,594.00	\$ 21,061.47	1.00	
	9/2/2008	Environmental Engineer	Cho,Ki Don	F	12	1	DS0077	Term	\$ 69,628.00	\$ 17,755.14	1.00	
	9/29/2008	Environmental Protection Spec	Diehl,Rebecca	F	11	2	DS0077	Term	\$ 58,080.00	\$ 14,810.40	1.00	
		Environmental Protection Spec	Zangrilli,Jacob	F	11	3	DS0077	Term	\$ 59,889.00	\$ 15,271.70	1.00	
	6/8/2009	Environmental Protection Spec	Onyullo,George E	F	13	3	DS0077	Term	\$ 85,364.00	\$ 21,767.82	1.00	
	7/19/2010	Program Support Asst (OA)	Bacon,Shamicka L	F	8	4	DS0079	Term	\$ 46,519.00	\$ 11,862.35	1.00	

2070	7/30/2012	Environmental Protection Speci	Pilat,David V	F	11	2	DS0077	Term	\$	58,080.00	\$	14,810.40	1.00
	8/13/2012	Supv Environmental Protection	Rodriguez,Joshua Thomas	F	14	0	DS0086	Reg	\$	91,201.00	\$	23,256.26	1.00
	4/8/2013	Environmental Protection Speci	Bradbury,Sarah	F	12	1	DS0077	Term	\$	69,628.00	\$	17,755.14	1.00
	5/6/2013	Environmental Protection Speci	Kelley,Isaac	F	11	3	DS0077	Term	\$	59,889.00	\$	15,271.70	1.00
	8/12/2013	Program Analyst	Schwechten,Sherry R	F	12	1	DS0077	Term	\$	13,925.60	\$	3,551.03	0.20
	9/23/2013	Environmental Protection Speci	Rettig,Adam	F	12	1	DS0077	Reg	\$	69,697.63	\$	17,772.90	1.00
	11/4/2013	Environmental Protection Speci	Polacek,Mary	F	11	3	DS0077	Term	\$	59,889.00	\$	15,271.70	1.00
	12/16/2013	Supv Environmental Engineer	Searing,Mary	F	14	0	DS0086	Reg	\$	105,000.00	\$	26,775.00	1.00
(blank)		ENVIRONMENTAL PGM SPEC	(blank)	V	11	1	DS0077	Reg	\$	56,271.00	\$	14,349.11	1.00
		Environmental Protection Speci	(blank)	V	12	0	DS0077	Reg	\$	69,628.00	\$	17,755.14	1.00
		Environmental Protection Speci	(blank)	V	12	0	DS0077	Reg	\$	69,628.00	\$	17,755.14	1.00
		Environmental Protection Speci	(blank)	V	11	2	DS0077	Reg	\$	58,080.00	\$	14,810.40	1.00
		Environmental Protection Spec	(blank)	V	13	0	DS0077	Reg	\$	80,220.00	\$	20,456.10	1.00
		Environmental Protection Speci	(blank)	V	9	0	DS0077	Reg	\$	46,707.00	\$	11,910.29	1.00
		Environmental Protection Speci	(blank)	V	11	0	DS0077	Reg	\$	56,271.00	\$	14,349.11	1.00
2070 Total									\$	2,173,246.38	\$	554,177.83	31.45
2080	11/16/1982	Supv Environmental Engineer	Karikari,Timothy J	F	14	0	DS0086	Reg	\$	106,792.46	\$	27,232.08	1.00
	4/16/1984	Sup Environ Protection Spec	Besse,Sheila A	F	15	0	DS0086	Reg	\$	121,945.82	\$	31,096.18	1.00
	1/22/1985	Sup Environ Protection Spec	Karimi,Hamid	F	16	0	DS0086	Reg	\$	37,909.15	\$	9,666.83	0.25
	10/30/1991	Program Support Asst (OA)	Ginyard,Catherine	F	8	10	DS0079	Reg	\$	54,637.00	\$	13,932.44	1.00
	5/17/1993	Environmental Engineer	Massoumi,Massoud	F	13	7	DS0077	Reg	\$	95,652.00	\$	24,391.26	1.00
	9/22/1993	Environmental Engineer	Nwangwu,Peter U	F	12	8	DS0077	Reg	\$	84,755.00	\$	21,612.53	1.00
	12/13/1993	Environmental Engineer	Musse,Abdi M	F	13	7	DS0077	Reg	\$	95,652.00	\$	24,391.26	1.00
	6/8/1999	Environmental Protection Spec	Caldwell,Walter K	F	13	4	DS0077	Term	\$	87,936.00	\$	22,423.68	1.00
	7/6/1999	Environmental Engineer	Edwards,Charles I a	F	12	5	DS0077	Term	\$	78,272.00	\$	19,959.36	1.00
		Environmental Engineer	Koffa,Morris T	F	11	7	DS0077	Term	\$	67,125.00	\$	17,116.88	1.00
	6/19/2000	Program Support Asst (OA)	Atkinson,Alisa S	F	6	7	DS0079	Term	\$	42,189.00	\$	10,758.20	1.00
	7/2/2001	Environmental Engineer	Barnes,Nykia T	F	12	3	DS0077	Term	\$	73,950.00	\$	18,857.25	1.00
	2/25/2002	Supv Environmental Protection	Hill,Peter J	F	14	0	DS0086	Reg	\$	91,510.35	\$	23,335.14	1.00
	3/11/2002	Environmental Engineer	Dawodu,Kehinde B	F	12	8	DS0077	Term	\$	84,755.00	\$	21,612.53	1.00
		Environmental Engineer	Omoregbe,Lawrence U	F	12	5	DS0077	Term	\$	78,272.00	\$	19,959.36	1.00
	4/22/2002	Environmental Engineer	Akpata,Eloi Pamphile	F	12	5	DS0077	Term	\$	78,272.00	\$	19,959.36	1.00
	12/16/2002	ENVIRONMENTAL PGM SPEC	Church,Melinda A	F	9	8	DS0077	Term	\$	57,151.00	\$	14,573.51	1.00
	10/18/2004	Environmental Engineer	Gonzalez,Pablo Antonio	F	12	1	DS0077	Term	\$	69,628.00	\$	17,755.14	1.00
	7/17/2006	Environmental Protection Spec	Saari,Steven A	F	13	3	DS0077	Term	\$	85,364.00	\$	21,767.82	1.00
	8/7/2006	Environmental Protection Speci	DOAN,PATRICIA T	F	12	2	DS0077	Reg	\$	71,789.00	\$	18,306.20	1.00
	2/20/2007	Environmental Engineer	Isse,Mohamed Bashir	F	11	5	DS0077	Term	\$	63,507.00	\$	16,194.29	1.00
	3/5/2007	Environmental Engineer	Demessie,Elias Gugssa	F	13	2	DS0077	Term	\$	82,792.00	\$	21,111.96	1.00
	3/3/2008	Environmental Engineer	Stack,Rebecca C	F	13	3	DS0077	Term	\$	85,364.00	\$	21,767.82	1.00

7/21/2008	Environmental Protection Speci	Manubay,Grace D	F	11	2	DS0077	Term	\$	58,080.00	\$	14,810.40	1.00
9/29/2008	Program Coordinator	Reddick,Maria D	F	12	1	DS0077	Term	\$	69,628.00	\$	17,755.14	1.00
2/17/2009	Environmental Protection Speci	Guillaume,Jennifer Joy	F	12	3	DS0077	Term	\$	73,950.00	\$	18,857.25	1.00
9/14/2009	Environmental Protection Speci	Burch,Joshua Thompson	F	12	4	DS0077	Term	\$	76,111.00	\$	19,408.31	1.00
10/13/2009	Environmental Protection Speci	Reiling,Stephen James	F	12	4	DS0077	Term	\$	76,111.00	\$	19,408.31	1.00
10/25/2010	Environmental Protection Speci	Wald,Suzanne M	F	11	2	DS0077	Term	\$	58,080.00	\$	14,810.40	1.00
1/17/2012	Environmental Protection Speci	Oetman,Andrew J	F	11	1	DS0077	Term	\$	56,271.00	\$	14,349.11	1.00
4/9/2012	Staff Assistant	Smith,Tyrone M	F	9	2	DS0077	Term	\$	48,199.00	\$	12,290.75	1.00
11/19/2012	Environmental Protection Speci	McGlynn,Markku	F	11	4	DS0077	Term	\$	61,698.00	\$	15,732.99	1.00
4/22/2013	Environmental Protection Speci	Jeffery,Kevin	F	9	2	DS0077	Term	\$	48,199.00	\$	12,290.75	1.00
8/12/2013	Program Analyst	Schwechten,Sherry R	F	12	1	DS0077	Term	\$	13,925.60	\$	3,551.03	0.20
9/9/2013	Student Trainee (Intern)	Gasser,Kyle	F	6	1	DS0087	Temp	\$	8,064.50	\$	2,056.45	0.50
11/18/2013	Environmental Protection Speci	Sharma,Niranjan	F	11	2	DS0077	Term	\$	58,080.00	\$	14,810.40	1.00
	Environmental Protection Speci	Smith,Margaret Anne	F	11	1	DS0077	Term	\$	56,271.00	\$	14,349.11	1.00
(blank)	Environmental Protection Speci	(blank)	V	11	0	DS0077	Reg	\$	56,271.00	\$	14,349.11	1.00
	Environmental Protection Speci	(blank)	V	11	0	DS0077	Reg	\$	56,271.00	\$	14,349.11	1.00
	Supv Environmental Engineer	(blank)	V	14	0	DS0086	Reg	\$	109,442.00	\$	27,907.71	1.00
	Environmental Protection Speci	(blank)	V	11	1	DS0077	Reg	\$	56,271.00	\$	14,349.11	1.00
	Environmental Protection Speci	(blank)	V	12	0	DS0077	Reg	\$	69,628.00	\$	17,755.14	1.00
	Environmental Protection Speci	(blank)	V	9	1	DS0077	Reg	\$	46,707.00	\$	11,910.29	1.00
	Environmental Protection Speci	(blank)	V	9	1	DS0077	Reg	\$	46,707.00	\$	11,910.29	1.00
	Supv Environmental Protection	(blank)	V	14	0	DS0086	Reg	\$	109,442.00	\$	27,907.71	1.00
	Environmental Engineer	(blank)	V	13	0	DS0077	Reg	\$	80,220.00	\$	20,456.10	1.00
	Environmental Engineer	(blank)	V	13	0	DS0077	Reg	\$	80,220.00	\$	20,456.10	1.00
	Environmental Engineer	(blank)	V	12	0	DS0077	Reg	\$	69,628.00	\$	17,755.14	1.00

2080 Total									\$ 3,338,694.88	\$ 851,367.19	45.95
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2090	1/22/1985	Sup Environ Protection Spec	Karimi,Hamid	F	16	0	DS0086	Reg	\$	37,909.15	\$	9,666.83	0.25
	2/28/2000	Staff Assistant	Williams,Orpheus U	F	9	7	DS0079	Term	\$	55,659.00	\$	14,193.05	1.00
	9/4/2007	Supv Environmental Protection	Champion,Jonathan	F	14	0	DS0086	Reg	\$	91,201.35	\$	23,256.34	1.00
	10/1/2007	Supv Environmental Protection	Seltzer,Jeffrey	F	15	0	DS0086	Reg	\$	106,502.00	\$	27,158.01	1.00
	5/11/2009	Supv Environmental Protection	Van Wye,Brian	F	14	0	DS0086	Reg	\$	91,201.35	\$	23,256.34	1.00
	9/14/2009	Environmental Protection Speci	Robinson,Matthew D	F	12	2	DS0077	Term	\$	71,789.00	\$	18,306.20	1.00
	2/1/2010	Environmental Protection Speci	Murphy,Keren O'Brien	F	11	3	DS0077	Term	\$	59,889.00	\$	15,271.70	1.00
	10/25/2010	Environmental Protection Speci	Rice,Emily	F	11	2	DS0077	Term	\$	58,080.00	\$	14,810.40	1.00
	12/5/2011	Staff Assistant	Dailey,Arquena S	F	11	6	DS0077	Term	\$	65,316.00	\$	16,655.58	1.00
		Environmental Protection Speci	Judson,Katherine Ev	F	11	1	DS0077	Term	\$	56,271.00	\$	14,349.11	1.00
	7/16/2012	Environmental Protection Speci	Devito,Michael J.	F	11	2	DS0077	Term	\$	58,080.00	\$	14,810.40	1.00
	2/25/2013	Environmental Protection Speci	Branosky,Evan Scott	F	12	2	DS0077	Term	\$	71,789.00	\$	18,306.20	1.00
	5/6/2013	Student Trainee (Intern)	Espie,Matthew	F	7	1	DS0087	Temp	\$	26,811.00	\$	6,836.81	1.00

	6/17/2013	Environmental Protection Speci	Hurd Jr.,Martin Kenneth	F	12	7	DS0077	Term	\$	82,594.00	\$	21,061.47	1.00
	8/12/2013	Program Analyst	Schwechten,Sherry R	F	12	1	DS0077	Term	\$	27,851.20	\$	7,102.06	0.40
	(blank)	Environmental Protection Speci	(blank)	V	9	0	DS0077	Reg	\$	46,707.00	\$	11,910.29	1.00
		Environmental Engineer	(blank)	V	12	0	DS0077	Reg	\$	69,628.00	\$	17,755.14	1.00
		Environmental Protection Speci	(blank)	V	9	0	DS0077	Reg	\$	46,707.00	\$	11,910.29	1.00
		Environmental Protection Speci	(blank)	V	12	0	DS0077	Reg	\$	69,628.00	\$	17,755.14	1.00
		Environmental Protection Speci	(blank)	V	9	0	DS0077	Reg	\$	46,707.00	\$	11,910.29	1.00
2090 Total									\$	1,240,320.05	\$	316,281.61	18.65
3050	6/27/1983	Program Support Specialist	Mabry,Renee A.	F	9	9	DS0077	Term	\$	58,643.00	\$	14,953.97	1.00
	8/20/1988	Environmental Protection Speci	Mode,Sylvester Ivo	F	12	5	DS0077	Term	\$	78,272.00	\$	19,959.36	1.00
	10/24/1988	Environmental Protection Spec	Hamilton,Sharon	F	13	5	DS0077	Term	\$	90,508.00	\$	23,079.54	1.00
	8/14/1989	Environmental Engineer	Okoro,Sunday A	F	12	6	DS0077	Term	\$	80,433.00	\$	20,510.42	1.00
	5/7/2001	Environmental Engineer	Tarekegn,Kokeb M	F	12	5	DS0077	Term	\$	78,272.00	\$	19,959.36	1.00
	10/22/2001	Environmental Engineer	Thinakaran,Rasathurai	F	11	9	DS0077	Term	\$	70,743.00	\$	18,039.47	1.00
	1/5/2009	Environmental Protection Speci	Byrd,Timothy	F	11	3	DS0077	Term	\$	59,889.00	\$	15,271.70	1.00
	2/2/2009	Supv Environmental Protection	Phill,Fianna Nikita	F	14	0	DS0086	Reg	\$	91,201.35	\$	23,256.34	1.00
	9/14/2009	Toxicologist (Risk Assessment)	Asante-Duah,Kofi	F	14	10	DS0077	Reg	\$	122,153.00	\$	31,149.02	1.00
	9/13/2010	Environmental Protection Speci	Singh,Deepak K	F	11	3	DS0077	Term	\$	59,889.00	\$	15,271.70	1.00
	1/31/2011	Program Support Asst (OA)	Harden,Donal R	F	8	7	DS0079	Term	\$	50,578.00	\$	12,897.39	1.00
	4/23/2012	Environmental Protection Speci	Walwyn,Jan B	F	12	8	DS0077	Term	\$	84,755.00	\$	21,612.53	1.00
	9/24/2012	Environmental Protection Speci	Barone,Brian	F	12	9	DS0077	Term	\$	86,916.00	\$	22,163.58	1.00
	10/9/2012	Environmental Protection Speci	Haque,Nazmul	F	12	7	DS0077	Term	\$	82,594.00	\$	21,061.47	1.00
	1/14/2013	Staff Assistant	Freeman,Ralph	F	9	5	DS0077	Term	\$	52,675.00	\$	13,432.13	1.00
	11/18/2013	Program Analyst	Rosenfeld,Wesley Franklin	F	12	1	DS0077	Term	\$	69,628.00	\$	17,755.14	1.00
	12/2/2013	Student Trainee (Intern)	Reeves,Mary B	F	7	1	DS0087	Temp	\$	35,748.00	\$	9,115.74	1.00
	12/30/2013	Environmental Protection Speci	Noratel,Russell	F	11	2	DS0077	Term	\$	58,080.00	\$	14,810.40	1.00
	(blank)	Environmental Protection Speci	(blank)	V	12	1	DS0077	Reg	\$	69,628.00	\$	17,755.14	1.00
		Environmental Protection Speci	(blank)	V	11	1	DS0077	Reg	\$	56,271.00	\$	14,349.11	1.00
		Supv Environmental Protection	(blank)	V	14	0	DS0086	Reg	\$	109,442.00	\$	27,907.71	1.00
		Student Trainee (Intern)	(blank)	V	7	0	DS0087	Reg	\$	35,748.00	\$	9,115.74	1.00
		Environmental Protection Speci	(blank)	V	11	0	DS0077	Reg	\$	56,271.00	\$	14,349.11	1.00
		Environmental Protection Speci	(blank)	V	11	0	DS0077	Reg	\$	56,271.00	\$	14,349.11	1.00
		Environmental Protection Speci	(blank)	V	12	0	DS0077	Reg	\$	69,628.00	\$	17,755.14	1.00
		Program Analyst	(blank)	V	13	0	DS0077	Reg	\$	80,220.00	\$	20,456.10	1.00
3050 Total									\$	1,844,456.35	\$	470,336.37	26.00
3080	1/31/1999	ENVIRONMENTAL SPEC	Keemer,Keith T	F	12	8	DS0077	Term	\$	84,755.00	\$	21,612.53	1.00
	5/8/2000	ENVIRONMENTAL SPECIALIST	Williams,Charles E	F	13	7	DS0077	Term	\$	95,652.00	\$	24,391.26	1.00
	4/28/2008	Environ Protection Spec. (AQP)	Daniels,Jessica S	F	12	2	DS0077	Term	\$	71,789.00	\$	18,306.20	1.00
	12/8/2008	Environmental Protection Speci	Asimalowo,Abdullahi A	F	9	4	DS0077	Term	\$	51,183.00	\$	13,051.67	1.00

3080	1/14/2013	Program Support Asst (OA)	Thompson,Juanita C	F	7	4	DS0079	Term	\$	42,695.00	\$	10,887.23	1.00
	10/22/2013	Environmental Protection Speci	Knatt,Ralph T	F	9	1	DS0077	Term	\$	46,707.00	\$	11,910.29	1.00
	11/18/2013	Environmental Protection Speci	Deichmeister,Jayne M.	F	9	4	DS0077	Term	\$	51,183.00	\$	13,051.67	1.00
	(blank)	Program Support Asst (OA)	(blank)	V	7	0	DS0079	Reg	\$	38,666.00	\$	9,859.83	1.00
		Environmental Engineer	(blank)	V	11	1	DS0077	Reg	\$	56,271.00	\$	14,349.11	1.00
		ENVIRONMENTAL HLTH TECH	(blank)	V	9	1	DS0078	Reg	\$	46,707.00	\$	11,910.29	1.00
		ENVIRONMENTAL SPEC	(blank)	V	11	1	DS0077	Reg	\$	56,271.00	\$	14,349.11	1.00
3080 Total									\$	641,879.00	\$	163,679.15	11.00
3090	11/19/1991	Public Health Analyst	Peterson-Blackwell,Angela V	F	11	1	DS0077	Term	\$	56,271.00	\$	14,349.11	1.00
	3/26/2001	Environmental Protection Spec	Offor,Obiora M	F	13	6	DS0077	Term	\$	93,080.00	\$	23,735.40	1.00
	11/13/2006	Public Health Analyst	Dike,Gloria C	F	12	10	DS0077	Reg	\$	89,077.00	\$	22,714.64	1.00
	3/19/2007	ENVIRONMENTAL SPECIALIST	Ofoche,Emmanuel C	F	12	5	DS0077	Term	\$	78,272.00	\$	19,959.36	1.00
	8/20/2007	Sup Environ Protection Spec	Erville,Pierre	F	15	0	DS0086	Reg	\$	113,956.11	\$	29,058.81	1.00
	3/3/2008	Environmental Protection Speci	Huang,Sheng	F	11	2	DS0077	Term	\$	58,080.00	\$	14,810.40	1.00
	3/31/2008	Supv Environmental Protection	Sturdivant,Amber A	F	14	0	DS0087	Reg	\$	93,900.77	\$	23,944.70	1.00
	2/1/2010	Supv Environmental Protection	Newton,Harrison	F	14	0	DS0086	Reg	\$	91,201.35	\$	23,256.34	1.00
	3/12/2012	Public Health Technician	Smith,Derrick	F	11	10	DS0078	Term	\$	72,552.00	\$	18,500.76	1.00
	1/28/2013	Public Health Analyst	Simon,Brittaney	F	11	2	DS0077	Term	\$	58,080.00	\$	14,810.40	1.00
	7/1/2013	Epidemiologist	Stigi,Kathleen A	F	12	3	DS0077	Term	\$	73,950.00	\$	18,857.25	1.00
	1/13/2014	Environmental Protection Speci	Daly,Robert	F	11	2	DS0077	Term	\$	58,080.00	\$	14,810.40	1.00
		Environmental Protection Speci	Ukpolo,Victor	F	9	7	DS0077	Term	\$	55,659.00	\$	14,193.05	1.00
	1/27/2014	Student Trainee (Intern)	Gordon,Karen Denise	F	6	1	DS0087	Term	\$	32,258.00	\$	8,225.79	1.00
	(blank)	Public Health Analyst (Bilingu	(blank)	V	11	0	DS0077	Reg	\$	56,271.00	\$	14,349.11	1.00
		Public Health Analyst	(blank)	V	12	10	DS0077	Reg	\$	89,077.00	\$	22,714.64	1.00
		Public Health Technician	(blank)	V	9	0	DS0078	Reg	\$	46,707.00	\$	11,910.29	1.00
		Environmental Protection Speci	(blank)	V	9	0	DS0077	Reg	\$	46,707.00	\$	11,910.29	1.00
		Environmental Protection Speci	(blank)	V	9	0	DS0077	Reg	\$	46,707.00	\$	11,910.29	1.00
		Public Health Technician	(blank)	V	9	0	DS0078	Reg	\$	46,707.00	\$	11,910.29	1.00
3090 Total									\$	1,356,593.23	\$	345,931.27	20.00
4010	9/2/2007	Policy & Sustainability Office	Shane,Edward B.	F	15	0	DS0086	Reg	\$	121,141.39	\$	30,891.05	1.00
	9/29/2008	Program Analyst	Wilhere,Mary Lynn	F	13	5	DS0087	Reg	\$	83,679.00	\$	21,338.15	1.00
	10/5/2009	Policy Analyst	Guilbeault,Daniel J	F	12	3	DS0087	Term	\$	68,371.00	\$	17,434.61	1.00
	10/25/2010	Program Analyst	Tabb,Latonia Y	F	13	2	DS0087	Term	\$	76,548.00	\$	19,519.74	1.00
	1/3/2011	Green Building Specialist	Updike,William A	F	14	1	DS0087	Term	\$	59,609.48	\$	15,200.42	0.68
	(blank)	Policy Analyst	(blank)	V	14	4	DS0087	Reg	\$	96,085.00	\$	24,501.68	1.00
		Program Analyst	(blank)	V	13	0	DS0087	Reg	\$	74,171.00	\$	18,913.61	1.00
4010 Total									\$	579,604.87	\$	147,799.24	6.68
5010	12/15/2005	Public Information Officer	Henry,Donna A.M.	F	14	5	DS0087	Term	\$	98,893.00	\$	25,217.72	1.00
	2/21/2006	Community Relations Specialist	Satterfield,Charles T	F	11	5	DS0087	Term	\$	58,716.00	\$	14,972.58	1.00

5010	6/26/2006	Energy Program Assistant	HEARD,JOYCE KAREN	F	7	4	DS0079	Term	\$	42,695.00	\$	10,887.23	1.00
	7/24/2006	Public Affairs Specialist	Morcos,Joseph R	F	14	3	DS0087	Term	\$	93,277.00	\$	23,785.64	1.00
	5/6/2013	Program Support Asst (OA)	Wilson,Lorie	F	7	1	DS0079	Temp	\$	38,666.00	\$	9,859.83	1.00
5010 Total									\$	332,247.00	\$	84,722.99	5.00
6010	3/20/2006	Energy Program Specialist	Jones,LaWanda R	F	11	5	DS0077	Term	\$	63,507.00	\$	16,194.29	1.00
	11/10/2008	Energy Program Assistant	Roberts,Ashley L.	F	7	4	DS0079	Term	\$	42,695.00	\$	10,887.23	1.00
	1/14/2013	Program Support Asst (OA)	Emerson,Danielle	F	7	4	DS0078	Temp	\$	10,673.75	\$	2,721.81	0.25
	(blank)	Energy Program Specialist	(blank)	V	11	1	DS0077	Reg	\$	56,271.00	\$	14,349.11	1.00
6010 Total									\$	173,146.75	\$	44,152.42	3.25
6020	4/28/1980	Energy Program Specialist	Emerson,Marilyn E	F	11	9	DS0077	Reg	\$	70,743.00	\$	18,039.47	1.00
	7/7/1997	PGM SUPPORT ASST OA	Lamar,Ann M	F	7	7	DS0079	Reg	\$	46,724.00	\$	11,914.62	1.00
	10/27/1997	PGM SUPPORT ASST OA	Harden,Kwania	F	7	7	DS0079	Reg	\$	46,724.00	\$	11,914.62	1.00
		Energy Program Specialist	Harden,Reda	F	9	8	DS0077	Reg	\$	57,151.00	\$	14,573.51	1.00
	9/21/1998	Energy Program Specialist	Bailey,Caprice R	F	9	6	DS0077	Reg	\$	54,167.00	\$	13,812.59	1.00
	1/20/1999	PGM SUPPORT ASST OA	Thrower,Velina A	F	7	7	DS0079	Reg	\$	46,724.00	\$	11,914.62	1.00
	8/25/2003	CLERICAL ASSISTANT	Penn Andrews,Delante J	F	7	7	DS0079	Reg	\$	46,724.00	\$	11,914.62	1.00
	11/17/2003	CLERICAL ASSISTANT	Beckwith,Marcellus E	F	7	7	DS0079	Term	\$	46,724.00	\$	11,914.62	1.00
	2/21/2006	Energy Program Assistant	Butler,Rasha N	F	7	4	DS0079	Term	\$	42,695.00	\$	10,887.23	1.00
	7/10/2006	CLERICAL ASSISTANT	SIMMS,LEROY M	F	7	6	DS0079	Term	\$	45,381.00	\$	11,572.16	1.00
	9/5/2006	Supervisory Energy Program Spe	Watson,Denise Y	F	13	0	DS0086	Reg	\$	81,685.00	\$	20,829.68	1.00
	1/10/2007	Energy Program Assistant	Epps,Sharon M	F	7	7	DS0079	Reg	\$	46,724.00	\$	11,914.62	1.00
	1/22/2007	Energy Program Assistant	Ramsey,Maurice C	F	7	3	DS0079	Term	\$	41,352.00	\$	10,544.76	1.00
	9/22/2008	Energy Program Assistant	WHITFIELD,VANESSA T	F	7	3	DS0079	Term	\$	41,352.00	\$	10,544.76	1.00
	11/10/2008	Energy Program Assistant	Williams,Frances M.	F	7	4	DS0079	Term	\$	42,695.00	\$	10,887.23	1.00
		Energy Program Assistant	Lewis,Maxine W.	F	7	4	DS0079	Term	\$	42,695.00	\$	10,887.23	1.00
	10/25/2010	Energy Program Assistant (Bili	Fernandes,Aminta M	F	7	3	DS0079	Term	\$	41,352.00	\$	10,544.76	1.00
	7/18/2011	Energy Program Assistant (Bili	TURCIOS,MARIA D	F	7	8	DS0079	Term	\$	48,067.00	\$	12,257.09	1.00
	(blank)	Energy Program Officer	(blank)	V	14	0	DS0086	Reg	\$	109,442.00	\$	27,907.71	1.00
		Energy Program Specialist	(blank)	V	11	1	DS0087	Reg	\$	52,024.00	\$	13,266.12	1.00
		Energy Program Specialist	(blank)	V	9	0	DS0077	Temp	\$	46,707.00	\$	11,910.29	1.00
		Energy Program Specialist	(blank)	V	9	0	DS0077	Temp	\$	46,707.00	\$	11,910.29	1.00
6020 Total									\$	1,144,559.00	\$	291,862.55	22.00
6040	5/4/1998	Energy Program Specialist	Perry,Lolita M	F	11	7	DS0077	Reg	\$	67,125.00	\$	17,116.88	1.00
	10/31/2005	Energy Program Specialist	Tadesse,Sosina	F	9	6	DS0077	Term	\$	54,167.00	\$	13,812.59	1.00
	2/21/2006	Energy Program Specialist	Garcia,Muviel L	F	11	5	DS0077	Term	\$	63,507.00	\$	16,194.29	1.00
	3/20/2006	Policy Analyst	King,Emil W	F	12	4	DS0087	Term	\$	70,369.00	\$	17,944.10	1.00
		Energy Program Officer	LONCKE,LANCELOT L	F	15	0	DS0086	Reg	\$	104,236.00	\$	26,580.18	1.00
	9/26/2007	Energy Program Specialist	Lockwood,Lakeisha R	F	11	5	DS0077	Term	\$	63,507.00	\$	16,194.29	1.00
	6/9/2008	Staff Assistant	Hall,Lynora M	F	11	5	DS0077	Term	\$	63,507.00	\$	16,194.29	1.00

6040	11/10/2008	Energy Program Officer	Lawrence,Taresa	F	16	0	DS0020	Reg	\$	120,098.00	\$	30,624.99	1.00
	3/2/2009	Energy Program Specialist	White,Daniel	F	11	4	DS0077	Term	\$	61,698.00	\$	15,732.99	1.00
	5/24/2010	Energy Program Specialist	Kolawole,Olayinka S	F	11	5	DS0077	Term	\$	63,507.00	\$	16,194.29	1.00
	2/14/2011	Program Analyst	Good,David E	F	14	6	DS0087	Term	\$	101,701.00	\$	25,933.76	1.00
	7/15/2013	Energy Program Specialist	Duer-Balkind,Marshall Douglas	F	12	1	DS0077	Term	\$	69,628.00	\$	17,755.14	1.00
	(blank)	Energy Program Officer	(blank)	V	14	0	DS0020	Reg	\$	78,760.00	\$	20,083.80	1.00
		ECONOMIST	(blank)	V	13	1	DS0077	Reg	\$	80,220.00	\$	20,456.10	1.00
		Energy Program Officer	(blank)	V	16	0	DS0086	Reg	\$	134,801.00	\$	34,374.26	1.00
6040 Total										\$ 1,196,831.00	\$ 305,191.91	15.00	
7010	8/31/2009	Supv Environmental Protection	Kelton,Steve	F	15	0	DS0086	Reg	\$	101,234.00	\$	25,814.67	1.00
	12/6/2010	Staff Assistant	Williams Johnson,Diane C	F	11	3	DS0077	Term	\$	59,889.00	\$	15,271.70	1.00
	9/26/2011	Support Services Specialist	Patterson,Daamon K	F	9	2	DS0077	Term	\$	48,199.00	\$	12,290.75	1.00
	8/12/2013	Program Support Asst (OA)	Toles,Kenneth	F	7	1	DS0079	Term	\$	38,666.00	\$	9,859.83	1.00
	(blank)	Environmental Protection Spec	(blank)	V	13	1	DS0077	Reg	\$	80,220.00	\$	20,456.10	1.00
		Program Support Asst (OA)	(blank)	V	7	0	DS0079	Reg	\$	38,666.00	\$	9,859.83	1.00
7010 Total										\$ 366,874.00	\$ 93,552.87	6.00	
8010	12/28/1992	ENVIRONMENTAL REVIEW COOR	Bullo,Ibrahim	F	14	9	DS0077	Reg	\$	119,115.00	\$	30,374.33	1.00
	1/3/2011	Green Building Specialist	Updike,William A	F	14	1	DS0087	Term	\$	28,051.52	\$	7,153.14	0.32
8010 Total										\$ 147,166.52	\$ 37,527.46	1.32	
8020	11/9/2008	Program Coordinator (MCC)	PHILSON,JOHNNIE M	F	13	4	DS0087	Term	\$	81,302.00	\$	20,732.01	1.00
	1/28/2013	Management Liaison Specialist	Best,Constance T	F	12	6	DS0087	Term	\$	74,365.00	\$	18,963.08	1.00
8020 Total										\$ 155,667.00	\$ 39,695.09	2.00	
9994	11/27/1972	Supv Environmental Protection	Sweeney,James P	F	14	0	DS0086	Reg	\$	109,609.51	\$	27,950.43	1.00
	1/28/1980	SUPERVISORY PUBLIC AFFAIRS SPE	Cooke,Sharon Y	F	15	0	DS0086	Reg	\$	110,077.75	\$	28,069.83	1.00
	12/8/1986	GRANTS MGMT SPEC	Lewis,Terry R	F	13	6	DS0007	Reg	\$	89,500.00	\$	22,822.50	1.00
	7/14/1987	Staff Assistant	Mayo,Susan M	F	11	6	DS0077	Term	\$	65,316.00	\$	16,655.58	1.00
	11/9/1987	Environmental Protection Speci	Wright,Shawn	F	12	4	DS0077	Term	\$	76,111.00	\$	19,408.31	1.00
	8/15/1988	Supv Environmental Protection	Shulterbrandt,Nicoline R	F	14	0	DS0086	Reg	\$	107,809.07	\$	27,491.31	1.00
	1/2/1990	Sup Environ Protection Spec	Burrell,Collin R	F	15	0	DS0086	Reg	\$	115,234.34	\$	29,384.76	1.00
	5/21/1990	Environmental Engineer	Hagos,Abraham	F	13	8	DS0077	Term	\$	98,224.00	\$	25,047.12	1.00
	5/29/1990	ENVIRONMENTAL SPECIALIST	Thaung,Khin Sann	F	13	10	DS0077	Term	\$	103,368.00	\$	26,358.84	1.00
		ENVIRONMENTAL SPEC	Day,Robert D	F	13	8	DS0077	Term	\$	98,224.00	\$	25,047.12	1.00
	9/24/1990	Program Support Asst (OA)	Milson,Joyce E	F	8	10	DS0079	Term	\$	54,637.00	\$	13,932.44	1.00
	4/1/1991	Environmental Engineer	Achuko,Ngozi Olivia	F	12	8	DS0077	Term	\$	84,755.00	\$	21,612.53	1.00
	8/26/1991	ENTOMOLOGIST	Williams,Baldwin G	F	12	7	DS0077	Term	\$	82,594.00	\$	21,061.47	1.00
	8/1/1993	ENVIRONMENTAL SPECIALIST	Albright,Richard D	F	12	10	DS0077	Reg	\$	89,077.00	\$	22,714.64	1.00
	1/18/1994	ENTOMOLOGIST	Harris,Alvin	F	13	8	DS0077	Term	\$	98,224.00	\$	25,047.12	1.00
	7/24/1995	Environmental Protection Speci	Egbo,Francis C	F	11	6	DS0077	Term	\$	65,316.00	\$	16,655.58	1.00
	4/1/1996	Environmental Engineer	Adebona,Babatunde	F	12	8	DS0077	Term	\$	84,755.00	\$	21,612.53	1.00

6/24/1998	Environmental Engineer	Williams,Neil Roger Anthony	F	12	4	DS0077	Term	\$	76,111.00	\$	19,408.31	1.00
12/21/1998	ENVIRONMENTAL SPECIALIST	Thaung,Winston Myo	F	12	8	DS0077	Reg	\$	84,755.00	\$	21,612.53	1.00
1/18/2000	ENVIRONMENTAL SPECIALIST	Douglas,Diane P	F	13	8	DS0077	Term	\$	98,224.00	\$	25,047.12	1.00
6/6/2000	Environmental Protection Speci	Henry,Terrence	F	12	1	DS0077	Term	\$	69,628.00	\$	17,755.14	1.00
1/16/2001	Environmental Engineer	Tesfai,Atakilti G	F	12	4	DS0077	Term	\$	76,111.00	\$	19,408.31	1.00
7/2/2001	Energy Program Officer	Richardson,Ismenda	F	14	0	DS0086	Reg	\$	91,201.35	\$	23,256.34	1.00
12/3/2001	Supv Environmental Protection	Tangirala,Rama Seshu	F	14	0	DS0086	Reg	\$	99,788.46	\$	25,446.06	1.00
2/25/2002	Environ Protection Spec. (AAM)	Tun,Richard W	F	12	2	DS0077	Term	\$	71,789.00	\$	18,306.20	1.00
	Environmental Engineer	Nwoke,John C	F	12	9	DS0077	Term	\$	86,916.00	\$	22,163.58	1.00
6/24/2002	Energy Program Specialist	Birhane,Afewerki H	F	11	8	DS0077	Term	\$	68,934.00	\$	17,578.17	1.00
7/12/2004	Energy Program Specialist	Hagos,Senai	F	9	7	DS0077	Term	\$	55,659.00	\$	14,193.05	1.00
8/9/2004	Fish & Wildlife Biologist	Swann,Joseph M	F	11	3	DS0077	Term	\$	59,889.00	\$	15,271.70	1.00
11/1/2004	Fish & Wildlife Biologist	Lyon,Luke Teunis	F	11	2	DS0077	Term	\$	58,080.00	\$	14,810.40	1.00
3/7/2005	Energy Program Assistant	VerDier,Joan L	F	7	9	DS0079	Term	\$	49,410.00	\$	12,599.55	1.00
10/3/2005	Public Affairs Specialist	BROWN,CHRISTOPHER A	F	12	6	DS0087	Term	\$	74,365.00	\$	18,963.08	1.00
3/20/2006	Energy Program Specialist	MEHARI,OGBAZGI TEKIE	F	11	6	DS0077	Term	\$	65,316.00	\$	16,655.58	1.00
	Energy Program Specialist	NEGUSSIE,MICHAEL	F	11	6	DS0077	Term	\$	65,316.00	\$	16,655.58	1.00
5/15/2006	Program Analyst	JONES,Sylvia Y	F	13	3	DS0077	Term	\$	85,364.00	\$	21,767.82	1.00
5/30/2006	Community Relations Specialist	Graham,Robin K	F	13	7	DS0087	Term	\$	88,433.00	\$	22,550.42	1.00
7/24/2006	Program Coordinator	Goodwin,Joanne E	F	12	7	DS0077	Term	\$	82,594.00	\$	21,061.47	1.00
4/2/2007	Sup Environ Protection Spec	BEALL,CECILY M	F	15	0	DS0086	Reg	\$	105,789.24	\$	26,976.26	1.00
4/30/2007	Environmental Protection Spec	Davis,Diane M.	F	13	6	DS0077	Term	\$	93,080.00	\$	23,735.40	1.00
10/15/2007	Program Support Asst (OA)	Miller,Willie	F	7	3	DS0079	Term	\$	41,352.00	\$	10,544.76	1.00
12/10/2007	Supv Environmental Protection	Ours,Stephen S.	F	14	0	DS0086	Reg	\$	91,201.35	\$	23,256.34	1.00
2/4/2008	Staff Assistant	Bolden Jr.,William E	F	11	5	DS0077	Term	\$	63,507.00	\$	16,194.29	1.00
	Environmental Protection Speci	North,Victoria A	F	11	2	DS0077	Term	\$	58,080.00	\$	14,810.40	1.00
3/3/2008	Environmental Protection Spec	Barley,Carolyn K	F	13	3	DS0077	Term	\$	85,364.00	\$	21,767.82	1.00
7/7/2008	Supv Environmental Protection	Begin,Mary L	F	14	0	DS0086	Reg	\$	94,986.76	\$	24,221.62	1.00
7/21/2008	Sup Environ Protection Spec	Connor,Paul Norman	F	16	0	DS0086	Reg	\$	150,380.00	\$	38,346.90	1.00
9/15/2008	Environmental Engineer	Phannavong,Phetmano P	F	13	6	DS0077	Term	\$	93,080.00	\$	23,735.40	1.00
9/29/2008	Sup Environ Protection Spec	Jackson,Richard A	F	15	0	DS0086	Reg	\$	101,234.00	\$	25,814.67	1.00
10/27/2008	Management Liaison Specialist	Willis,Erica	F	13	1	DS0087	Term	\$	74,171.00	\$	18,913.61	1.00
12/8/2008	Environmental Protection Speci	Ford,Briyon	F	9	5	DS0077	Term	\$	52,675.00	\$	13,432.13	1.00
2/2/2009	Environmental Protection Speci	Lemoine,Leah M.	F	12	1	DS0077	Term	\$	69,628.00	\$	17,755.14	1.00
3/16/2009	Environmental Protection Speci	Brown,Howard	F	12	4	DS0077	Term	\$	76,111.00	\$	19,408.31	1.00
4/27/2009	Environmental Protection Speci	Williams,Lawrence	F	11	1	DS0077	Term	\$	56,271.00	\$	14,349.11	1.00
3/1/2010	Energy Auditor	Affa,Dawit N	F	11	3	DS0077	Term	\$	59,889.00	\$	15,271.70	1.00
3/28/2011	Environmental Protection Speci	Patil,Apurva Vishwas	F	12	6	DS0077	Term	\$	80,433.00	\$	20,510.42	1.00
7/18/2011	Environmental Protection Speci	English,Matthew	F	9	2	DS0077	Term	\$	48,199.00	\$	12,290.75	1.00

	9/26/2011	Environmental Protection Speci	Montero,Raymond	F	12	3	DS0077	Term	\$	73,950.00	\$	18,857.25	1.00
	12/5/2011	Fish & Wildlife Biologist	Doyle,Sean	F	9	3	DS0077	Term	\$	49,691.00	\$	12,671.21	1.00
	3/26/2012	Environmental Protection Speci	Parker,Shamika L	F	11	2	DS0077	Term	\$	58,080.00	\$	14,810.40	1.00
	6/18/2012	Supv Environmental Protection	Oliva,Manuel J	F	14	0	DS0086	Reg	\$	100,940.00	\$	25,739.70	1.00
	7/30/2012	Environmental Protection Speci	Harris Jr.,Edward Joseph	F	12	6	DS0077	Term	\$	80,433.00	\$	20,510.42	1.00
	10/22/2012	Environmental Protection Speci	Wooden,David	F	12	2	DS0077	Term	\$	71,789.00	\$	18,306.20	1.00
	2/11/2013	BUDGET ANALYST	Marshall,Kimberly	F	12	10	DS0007	Reg	\$	85,647.00	\$	21,839.99	1.00
		Envir Protect Spec (Amb Air Mo	Miller,Brandon	F	9	4	DS0077	Term	\$	51,183.00	\$	13,051.67	1.00
	3/25/2013	Program Support Asst (OA)	Davidson,Antonia M	F	8	1	DS0079	Term	\$	42,460.00	\$	10,827.30	1.00
	6/17/2013	Energy Program Officer	Cotton,Isaac	F	15	0	DS0020	Reg	\$	105,578.09	\$	26,922.41	1.00
	10/7/2013	Environmental Protection Spec	Murali,Dev M.	F	13	3	DS0077	Term	\$	85,364.00	\$	21,767.82	1.00
9994 Total									\$	5,341,261.92	\$	1,362,021.79	67.00
110F	1/5/1998	AGENCY FISCAL OFFICER	Jose,Robert W	F	16	6	DS0007	Reg	\$	148,292.00	\$	37,814.46	1.00
	1/14/2002	BUDGET ANALYST	Sebuliba Kintu,Halimah	F	12	5	DS0007	Reg	\$	75,261.00	\$	19,191.56	1.00
	8/11/2003	FINANCIAL MGR	Parson,Kelvin A	F	14	3	DS0007	Reg	\$	97,007.00	\$	24,736.79	1.00
	2/22/2005	BUDGET OFFICER	Moga,Margaret	F	15	3	DS0007	Reg	\$	113,905.00	\$	29,045.78	1.00
	1/17/2012	FINANCIAL MGR	Ali,Mohamed M	F	14	5	DS0007	Reg	\$	102,850.00	\$	26,226.75	1.00
110F Total									\$	537,315.00	\$	137,015.33	5.00
120F	8/14/1990	Grants Management Specialist	Thomas,Charlene C	F	12	2	DS0007	Reg	\$	69,030.00	\$	17,602.65	1.00
	12/6/2010	Financial Manager	Manning,Tina L	F	13	3	DS0007	Reg	\$	82,081.00	\$	20,930.66	1.00
	12/2/2013	Grants Manager	Stroman,Tayloria P	F	13	10	DS0007	Temp	\$	2,484.80	\$	633.62	1.00
120F Total									\$	153,595.80	\$	39,166.93	3.00
Grand Total									\$	24,276,428.20	\$	6,190,489.19	#####

**Attachment 4a – Performance Improvement
Plan**

PERFORMANCE IMPROVEMENT PLAN

A Performance Improvement Plan (PIP) is issued when a supervisor determines that an employee's performance falls below the "Valued Performer" – "3" level, upon finalization of a Performance Plan for a current performance management period. The PIP applies to Career Service employees, including Term employees who have completed a probationary period, Management Supervisory, and Excepted Service Employees whom are consistent with a rating level of the following:

Level 2, Marginal Performer – Performance of most expectations needs improvement. Adequate performance of the expectations for the position requires further development of skills. Potential to improve is evident and demonstrates a willingness to improve skills.

OR

Level 1, Inadequate Performer – Performance of expectations is consistently inadequate, and therefore fails to meet the minimum requirements of the position. Potential to improve is not evident.

A PIP is a performance document which identifies performance areas in need of improvement and outlines how to improve performance on established criteria. Use of a PIP replaces the Letter of Warning for deficient employee performance. The purpose of a PIP is to ensure that there is proper documentation available for both employee and supervisor to determine what areas are in need of improvement, to monitor and report on performance, and to serve as the basis for further action if there is continuing ineffective performance.

The PIP is developed by the employee's immediate supervisor with measurable actions/steps to be taken in order for the employee's performance to improve in the identified areas of the PIP. It may be issued for a 30, 60 or 90 day period, the time period, of which is at the supervisor's discretion. The last date a PIP may be issued is June 30th.

PIP documentation must include the areas (i.e. job competencies and/or S.M.A.R.T. Goals) in which the employee has displayed deficient performance (i.e. less than a rating of "Valued Performer"), an action plan for improved performance, a written decision as to the outcome, and the appropriate signatures.

At the end of the PIP duration, the employee's immediate supervisor shall make a determination regarding the employee's progress made, recommendation for further action, or dissolution of the improvement plan. The supervisor's decision must be documented on the PIP form and a copy must be provided to the employee.

**Attachment 4b – E-DPM Transmittal Number
195**

**ELECTRONIC-DISTRICT PERSONNEL MANUAL
TRANSMITTAL SHEET
NUMBER 195**

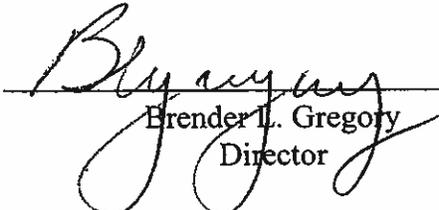
The attached pages replace the rules in Part I of Chapter 14 of the *Electronic-District Personnel Manual (E-DPM)*, Performance Management. These rules are being replaced because of final rulemaking (Errata Notice) published in the *D.C. Register (DCR)* on August 28, 2009. While final rules were published in the *D.C. Register* on August 7, 2009 (56 DCR 006164); the incorrect version of the rulemaking was mistakenly submitted for publication. Accordingly, a corrected version of the final rules was re-published. The version published as an Errata Notice is the same exact version as the proposed rules published on June 26, 2009 (56 DCR 005068). The rules amended the chapter in its entirety. For the convenience of *E-DPM* readers, the entire chapter is being provided in this transmittal.

**MAKE THE FOLLOWING CHANGES TO PART I OF CHAPTER 14 OF
THE *E-DPM*, PERFORMANCE MANAGEMENT**

E-DPM Transmittal	
This E-DPM Transmittal contains pages 14-I-i, and 14-I-1 through 14-I-15	The attached pages replace Transmittal No. 194 , dated August 12, 2009 (pages 14-I-i, and 14-I-1 through 14-I-15)

September 1, 2009

Date



Brenden L. Gregory
Director

Attachment

PART I
D.C. PERSONNEL REGULATIONS
CHAPTER 14
PERFORMANCE MANAGEMENT
CONTENTS

Section	Page
1400 APPLICABILITY.....	1
1401 EXCLUSIONS.....	1
1402 PURPOSE.....	2
1403 PERFORMANCE MANAGEMENT PERIOD.....	3
1404 PERFORMANCE RATINGS.....	3
1405 PERFORMANCE PLANS.....	3
1406 COMPETENCIES.....	4
1407 S.M.A.R.T. GOALS.....	5
1408 INDIVIDUAL DEVELOPMENT PLANS.....	6
1409 MID-YEAR PROGRESS DISCUSSION.....	6
1410 PERFORMANCE IMPROVEMENT PLAN.....	7
1411 ELIGIBILITY TO RECEIVE AN ANNUAL PERFORMANCE EVALUATION.....	8
1412 ANNUAL PERFORMANCE EVALUATION.....	8
1413 SELF-EVALUATION.....	9
1414 SALARY INCREASES.....	9
1415 EMPLOYEE REQUEST FOR REVIEW.....	10
1416 PROBATIONARY EMPLOYEES.....	11
1417 CAPITAL CITY FELLOWS.....	11
1499 DEFINITIONS.....	11
ADDENDUM - <i>D.C. REGISTER</i> UPDATES FOR CHAPTER 14 OF THE D.C. PERSONNEL REGULATIONS, PERFORMANCE MANAGEMENT.....	14

CHAPTER 14

PERFORMANCE MANAGEMENT

1400 APPLICABILITY

1400.1 The provisions of this chapter apply to all of the following:

- (a) Employees in the Career Service under the authority of section 801 of the District of Columbia Government Comprehensive Merit Personnel Act of 1978 (CMPA), effective March 3, 1979 (D.C. Law 2-139; D.C. Official Code § 1-608.01), including:
 - (1) Probationary employees, as specified in section 1416 of this chapter;
 - (2) Uniformed members of the Metropolitan Police Department (MPD) at the ranks of Lieutenant, Captain, Inspector, Commander, and Assistant Chief; and
 - (3) Uniformed members of the Fire and Emergency Medical Services Department (FEMSD) in the positions of Deputy Fire Chief, Battalion Fire Chief, Assistant Fire Chief (Operations), and Assistant Fire Chief;
- (b) Employees in the Excepted Service appointed under the authority of section 903 of the CMPA (D.C. Official Code § 609.03);
- (c) Employees in the Excepted Service appointed as Capital City Fellows, as specified in section 1417 of this chapter;
- (d) Employees in the Management Supervisory Service appointed under the authority of sections 951 through 958 of the CMPA (D.C. Official Code §§ 1-609.51 through 1-609.58), except for the provisions of section 1414 of this chapter; and
- (e) Employees in the Legal Service under the authority of sections 851 through 863 of the CMPA (D.C. Official Code §§ 1-608.51 through 1-608.62), appointed as supervisory attorneys in the Office of the Attorney General for the District of Columbia, non-supervisory attorneys who report directly to either the Attorney General for the District of Columbia or the Principal Deputy Attorney General, subordinate agency General Counsel, and other subordinate agency supervisory attorneys in the Legal Service.

[Back to Top](#)

1401 EXCLUSIONS

1401.1 The provisions of this chapter shall not apply to the following employees:

- (a) Uniformed members of the MPD at the ranks of Officer, Master Patrol Officer, Detective, Investigator, and Sergeant, who continue to be covered under the performance evaluation system in effect as of the effective date of these regulations;
- (b) Uniformed members of the FEMSD in positions other than those listed in 1400.1 (a)(3) of this chapter; and

- (c) Unionized employees in the Legal Service.

[Back to Top](#)

1402 PURPOSE

- 1402.1 The purpose of this chapter is to set forth the rules for the District government's performance management program.
- 1402.2 Performance management integrates the processes District government agencies use to do all of the following:
- (a) Communicate and clarify organizational and individual work goals to all employees;
 - (b) Identify individual and, where applicable, team responsibilities and accountability for accomplishing work unit, agency, and organizational goals;
 - (c) Identify and address developmental needs for individuals and, where applicable, teams;
 - (d) Provide feedback to employees about performance expectations and work accountability;
 - (e) Assess and improve individual, team, and organizational performance;
 - (f) Use appropriate measures of performance as the basis for recognizing and rewarding accomplishments; and
 - (g) Use the results of the annual performance evaluation as a basis for appropriate human resources' actions, including training, promotion, demotion, administrative action, or other types of human resources' actions.
- 1402.3 The performance management program implemented by this chapter shall accomplish all of the following:
- (a) Create and set forth work expectations in relation to the strategic goals of a work unit, an agency and, where applicable, the District government as a whole;
 - (b) Hold supervisors and employees accountable for performance, which shall include a direct relationship between the performance evaluation received pursuant to this chapter and the receipt of any periodic salary increases (including salary increases on both step and merit-based salary plans);
 - (c) Objectively evaluate employees' work performance based on criteria that have been made known to the employees prior to the performance evaluation;
 - (d) Improve employee performance through developmental plan and continuous employee skill development;
 - (e) Recognize employees' accomplishments and identify employees' deficiencies so that appropriate rewards or assistance can be provided; and

- (f) Tie employee performance to work unit, agency, and where applicable, District government-wide outcomes.

[Back to Top](#)

1403 PERFORMANCE MANAGEMENT PERIOD

- 1403.1 Except as provided in section 1417 of this chapter, the performance management period for all covered employees shall be from the beginning of each fiscal year (October 1st) to the end of the fiscal year (September 30th).

[Back to Top](#)

1404 PERFORMANCE RATINGS

- 1404.1 An overall performance rating shall be a culmination of the ratings assigned to each performance expectation. The overall performance rating indicates the level of an employee's actual performance of assigned competencies and S.M.A.R.T Goals during the performance management period.
- 1404.2 The overall performance rating shall be derived from the score on competencies for fifty percent (50%); and S.M.A.R.T Goals for fifty percent (50%).
- 1404.3 The rating levels for the performance management program shall be as follows:
- (a) Level 5, *Role Model* – Performance serves as a benchmark for other employees in the workplace. Regarded by colleagues as a person with great depth and breadth of knowledge in area of expertise, ideas and is willing to share it with others. Contributions, initiatives, and productivity reflect the highest degree of performance.
 - (b) Level 4, *Highly Effective Performer* – Performance consistently exceeds expectations in most areas and meets expectations in all other areas. Consistently adds value to the work of the agency. Demonstrates willingness to offer sound recommendations for improvement and is involved in the implementation of them.
 - (c) Level 3, *Valued Performer* – Performance expectations consistently meet and may occasionally exceed expectations, and therefore, meets the minimum requirements of the position. Contributions are essential to ensuring that agency goals are met.
 - (d) Level 2, *Marginal Performer*– Performance of most expectations needs improvement. Adequate performance of the expectations for the position requires further development of skills. Potential to improve is evident and demonstrates a willingness to improve skills.
 - (e) Level 1, *Inadequate Performer* – Performance of expectations is consistently inadequate, and therefore fails to meet the minimum requirements of the position. Potential to improve is not evident.

[Back to Top](#)

1405 PERFORMANCE PLANS

- 1405.1 A Performance Plan shall set forth the performance expectations and development objectives that each covered employee is expected to accomplish during the performance management period.
- 1405.2 Only the Director, D.C. Department of Human Resources (or designee), or independent personnel authority, as applicable, may approve an agency's request for an extension of the annual Performance Plan submittal period.

- 1405.3 Except as otherwise provided in this chapter, each supervisor shall complete a Performance Plan outlining what is expected of each covered employee, as follows:
- (a) Within thirty (30) days of the beginning of each performance management period;
 - (b) Within thirty (30) days of the date an employee is promoted, appointed, transferred, reassigned, or demoted to a new position or a position with significantly different duties and responsibilities;
 - (c) Within thirty (30) days of the date an employee is officially detailed when the detail is for a period of more than ninety (90) days;
 - (d) An employee who has been reassigned to a position with different duties and responsibilities within ninety (90) days of the end of the performance management period shall receive a Performance Plan for the following fiscal year within thirty (30) days of commencing the duties of the position to which reassigned; or
 - (e) An employee who has been promoted or demoted during the ninety (90) days prior to the end of the performance management period shall receive a Performance Plan for the following fiscal year within thirty (30) days of commencing the duties of the new position.
- 1405.4 A Performance Plan shall include all of the following:
- (a) Competencies;
 - (b) S.M.A.R.T (*Specific, Measurable, Attainable, Realistic, Time-Related*) Goals; and
 - (c) An Individual Development Plan.
- 1405.5 Modifications to the Performance Plan can only be made up to June 30th (ninety (90) calendar days before the end of the performance management period).

[Back to Top](#)

1406 COMPETENCIES

- 1406.1 Competencies are a type of performance expectation that consists of the critical knowledge, abilities, skills, and personal characteristics necessary for satisfactory performance in a particular position. Competencies are linked to the specific duties performed in a particular work unit, but focus strongly on each employee individually.
- 1406.2 At the beginning of each performance management period, a supervisor or a reviewer, in the absence of the supervisor, shall discuss with the employee how each competency relates to the employee's job. At the end of the performance management period, the supervisor or a reviewer, in the absence of the supervisor, shall evaluate each competency based on the employee's performance during the period.

- 1406.3 There are five (5) core competencies for all employees covered by this chapter:
- (a) Accountability;
 - (b) Communication;
 - (c) Customer Service;
 - (d) Goal Attainment; and
 - (e) Job Knowledge.
- 1406.4 There are three (3) additional core competencies applicable to supervisors:
- (a) Leadership;
 - (b) Management of Others; and
 - (c) Operational and Strategic Planning.
- 1406.5 The supervisor may choose up to three (3) additional competencies, or develop an additional three (3) competencies in collaboration with the employee. The recommended additional competencies include but are not limited to the following:
- (a) Flexibility/Adaptability;
 - (b) Initiative;
 - (c) Innovation;
 - (d) Mechanical Ability;
 - (e) Negotiation;
 - (f) Problem Solving;
 - (g) Productivity;
 - (h) Teamwork;
 - (i) Technical Ability; and
 - (j) Use of Technology;

[Back to Top](#)

1407 S.M.A.R.T GOALS

- 1407.1 S.M.A.R.T Goals are a type of performance expectation that consists of goals that are “Specific, Measurable, Attainable, Realistic, and Time-Related.” A Performance Plan shall include at least three (3) and not more than five (5) S.M.A.R.T Goals.

- 1407.2 The use of S.M.A.R.T Goals may augment the use of performance standards for agencies to document performance objectives for employees. Wherever possible, and as applicable, agencies should incorporate the text normally found in performance standards in the employee's S.M.A.R.T Goals.
- 1407.3 S.M.A.R.T Goals set in the Performance Plan shall be weighted, with the sum of all goal weightings equal to one hundred percent (100%).
- 1407.4 S.M.A.R.T Goals set in the performance plan shall include a timeframe for the accomplishment of each goal.
- 1407.5 At the beginning of each performance management period, a supervisor or the reviewer, in the absence of the supervisor, shall discuss with the employee how each S.M.A.R.T Goal relates to the employee's job. At the end of a performance management period, the supervisor or the reviewer, in the absence of the supervisor, shall evaluate each S.M.A.R.T Goal based on the employee's performance during the period.

[Back to Top](#)

1408 INDIVIDUAL DEVELOPMENT PLAN

- 1408.1 At the beginning of the performance management period, a supervisor, or the reviewer in the absence of the supervisor, shall prepare an Individual Development Plan for an employee, identifying areas for growth and development. The Individual Development Plan shall be prepared in collaboration with the employee. The Individual Performance Plan shall include at least one (1) and no more than three (3) objectives.
- 1408.2 Each Individual Development Plan is for developmental purposes only, and shall not be part of the evaluation at the end of the performance management period.
- 1408.3 Each Individual Development Plan may include but is not limited to the following objectives:
- (a) Specific objectives designed to improve the knowledge, skills, and abilities of the employee;
 - (b) Specific objectives for areas of ongoing professional development; or
 - (c) Objectives that address areas in which the employee received a review of "Marginal Performer" or below during the preceding review year.
- 1408.4 Each Individual Development Plan shall include a timeframe for the accomplishment of each objective.

[Back to Top](#)

1409 MID-YEAR PROGRESS DISCUSSION

- 1409.1 Each employee entitled to an annual performance evaluation under section 1411 of this chapter may participate in a mid-year progress discussion no less than three (3) months prior to the end of the performance management period. When used, the mid-year progress discussion is initiated by the employee's immediate supervisor or the reviewer, in the absence of the immediate supervisor; and serves as a mechanism for providing feedback to an employee and identifying areas that need improvement.

- 1409.2 The mid-year progress discussion shall be mandatory in the case of probationary employees. The mid-year progress discussion shall not impinge on a recommendation to terminate the probationary employee during his or her probationary period.
- 1409.3 An annual performance evaluation shall not be based solely on a mid-year progress discussion. An employee's performance during the entire review period must be used to determine how well the employee performed each performance expectation and the overall performance rating.

[Back to Top](#)

1410 PERFORMANCE IMPROVEMENT PLAN

- 1410.1 The provisions of this section shall apply to all employees described in 1400.1 of this chapter, except for Career Service probationary employees and Senior Executive Attorney Service attorneys' in the Office of the Attorney General.
- 1410.2 A Performance Improvement Plan (PIP) is a performance management tool designed to offer the employee placed on it an opportunity to demonstrate improvement in his or her performance.
- 1410.3 The purpose of a Performance Improvement Plan is to offer the employee placed on it an opportunity to demonstrate improvement. A Performance Improvement Plan issued to an employee shall last for a period of thirty (30) to ninety (90) days, and shall:
- (a) Identify the specific performance areas in which the employee is deficient; and
 - (b) Provide concrete, measurable action steps the employee needs to take to improve in those areas.
- 1410.4 A supervisor or, in the absence of that individual, the reviewer, shall complete a PIP when employee performance has been observed by the supervisor as being deficient. The last date on which a PIP may be issued is June 30 of each year.
- 1410.5 Within ten (10) calendar days of the end of the PIP period, the employee's immediate supervisor or, in the absence of that individual, the reviewer, shall make a determination as to whether the employee has met the requirements of the PIP. If the determination is that the employee has met the requirements of the Performance Improvement Plan, the employee's immediate supervisor, or in the absence of that individual, the reviewer, shall so inform the employee, in writing. If the determination is that the employee failed to meet the requirements of the Performance Improvement Plan, the employee's immediate supervisor or in the absence of that individual, the reviewer, as appropriate, shall issue a written decision to the employee to:
- (a) Extend the Performance Improvement Plan for an additional thirty (30) and not to exceed ninety days total, to further observe the employee's performance;
 - (b) Reassign, reduce in grade, or remove the employee.
- 1410.6 Failure on the part of the supervisor, or, in the absence of that individual, the reviewer, to issue a written decision within the specified time period will result in the employee's performance having met the PIP requirements.

- 1410.7 Any reduction in grade or termination action as specified in section 1410.5 (b) of this section taken against a Career Service employee shall be taken pursuant to Chapter 16 of these regulations.
- 1410.8 Any reduction in grade or termination action as specified in section 1410.5.(b) of this section taken against a Legal Service employee as described in section 1400.1 (e) of this chapter who is not “at-will” shall be taken pursuant to Chapter 36 of these regulations.
- 1410.9 The Chief of Police may elect not to use a Performance Improvement Plan for officials above the rank of Captain

[Back to Top](#)

1411 ELIGIBILITY TO RECEIVE AN ANNUAL PERFORMANCE EVALUATION

- 1411.1 In order to be eligible to receive an annual performance evaluation, a Performance Plan shall be in place for at least ninety (90) calendar days prior to conducting an annual performance evaluation based on that performance plan at the end of the performance management period.
- 1411.2 An employee who has been reassigned, promoted or demoted during the ninety (90) days prior to the end of the performance management period shall receive a performance evaluation for that period.
- 1411.3 The performance evaluation pursuant to sections 1411.2 of this section shall be issued by the employee’s previous supervisor as specified in those sections.
- 1411.4 An employee who was reinstated or restored to duty during the ninety (90) days prior to the end of the performance management period shall be rated at the end of the next performance management period.
- 1411.5 An employee who transfers to an agency under the Mayor’s personnel authority from an independent personnel authority, or who is newly appointed during the ninety (90) days prior to the end of the performance management period, shall be rated at the end of the next performance management period.
- 1411.6 An employee reinstated, restored, newly appointed, or transferred shall automatically be considered as having been assigned a rating of Valued Performer, which shall remain the official rating of record until such time as replaced by another official rating.

[Back to Top](#)

1412 ANNUAL PERFORMANCE EVALUATION

- 1412.1 An annual Performance Evaluation shall be issued to each eligible employee within three months of the end of the performance management period, the exact date of which will be established by the appropriate personnel authority.
- 1412.2 The annual Performance Evaluation shall be based on the employee’s Performance Plan for that performance management period.
- 1412.3 Except as provided in section 1412.5 of this section, each employee entitled to be rated under section 1411 of this chapter shall be rated, based on his or her position of record, by his or her

immediate supervisor or the reviewer, in the absence of the supervisor. In the absence of both the immediate supervisor and the reviewer, the agency head shall designate a higher-level official to complete the Performance Evaluation. In the absence of an electronic official performance evaluation, the employee's performance shall be deemed to be at the "Valued Performer" level.

- 1412.4 A supervisor leaving his or her position at any time within the last ninety (90) calendar days of the performance management period shall conduct a Performance Evaluation for each employee covered by this chapter prior to his or her departure.
- 1412.5 An employee serving on detail for more than ninety (90) days at the end of the performance management period shall be rated by the employee's immediate supervisor of the position to which detailed, with input from the supervisor of the employee's position of record.
- 1412.6 An agency may use multi-source feedback as an evaluation tool consistent with procedures and guidelines established by the appropriate personnel authority.
- 1412.7 In instances where employees perform shift work or have multiple supervisors during the year, input or completion of the employee's performance evaluation shall be provided by the appropriate supervisor(s).
- 1412.8 When an employee is evaluated on performance in his or her position of record in accordance with section 1412.3 of this section, appropriate consideration shall be given to work performed outside the position of record.
- 1412.9 Except when the agency head is the rating official, a Performance Evaluation issued by a rating official shall be subject to the review and approval of a reviewer prior to the supervisor's year-end discussion with an employee.
- 1412.10 The annual Performance Evaluation for an employee who is on approved extended leave at the end of the performance management period (during the period in which performance evaluations are finalized) shall be postponed until the employee returns to his or her official position of record.
- 1412.11 A signature on the annual Performance Evaluation is considered official when submitted electronically using an electronic system used to facilitate the performance planning and evaluation process outlined in this chapter.
- 1412.12 The personnel authority may approve an agency's request for an extension of the annual Performance Evaluation submittal period, consistent with 1412.1 of this section.

[Back to Top](#)

1413 SELF-EVALUATION

- 1413.1 At his or her discretion, each employee eligible to receive an evaluation may submit a self-evaluation to his or her supervisor as input into the performance evaluation process.

[Back to Top](#)

1414 SALARY INCREASES

- 1414.1 An annual overall performance rating of *Valued Performer* or higher shall constitute performance at an acceptable level of competence for purposes of eligibility for a periodic step increase or a merit-based salary increase (for employees paid from open range salary schedules), as applicable, under Chapter 11 of these regulations.

- 1414.2 Each time an employee fails to receive a rating of *Valued Performer* or higher shall result in the due date for the next scheduled periodic step increase or merit-based salary increase being delayed for an additional year.

[Back to Top](#)

1415 EMPLOYEE REQUEST FOR REVIEW

- 1415.1 The provisions of this section shall apply to all employees described in 1400.1 of this chapter, except for Career Service probationary employees.
- 1415.2 Employees' requests for review of performance ratings shall be handled at the hiring agency level. Subordinate agencies must establish an internal Reconsideration and Resolution Committee (RRC) to formally review overall performance ratings of *Inadequate Performer* (Level 1) and *Marginal Performer* (Level 2). Agencies will conduct a "paper review" of overall ratings of *Valued Performer* (Level 3), and *Highly Effective Performer* (Level 4).
- 1415.3 The D.C. Department of Human Resources (DCHR) will serve in an impartial advisory capacity in the administration and disposition of performance rating review cases in subordinate agencies.
- 1415.4 An employee may, within ten (10) calendar days of participating in a performance rating year-end discussion with the supervisor, request a review of the rating by submitting the request for review to the subordinate agency head (or designee).
- 1415.5 An employee's request for review of an official annual performance rating shall be in writing, and shall be submitted in accordance with procedures issued by the appropriate personnel authority.
- 1415.6 Pursuant to section 603 (a) of the CMPA (D.C. Official Code § 1-606.03 (a)), an employee may appeal a final agency decision affecting a performance rating which results in removal of the employee with the Office of Employee Appeals.
- 1415.7 Upon receipt of a request for review, the subordinate agency head (or designee) shall take either of the following actions:
- (a) Dismiss the employee's request for review on technical grounds (i.e., procedural or regulatory violation) and sustain the performance rating; or
 - (b) Accept the employee's request for review, and refer the request to the agency's RRC for review and disposition.
- 1415.8 Independent personnel authorities may establish a review process for their employees.
- 1415.9 The provisions of section 1415.6 of this section shall not apply to any performance rating that results in the removal of a Legal Service employee as described in section 1400.1 (e) of this chapter. The right of appeal of such an employee shall be governed by Chapter 36 of these regulations.
- 1415.10 Rating appeal rights of Metropolitan Police Department employees shall be in accordance with procedures established by the agency.

[Back to Top](#)

1416 PROBATIONARY EMPLOYEES

- 1416.1 An employee serving a probationary period shall be subject to the performance management program established by this chapter. A Performance Plan shall be provided to each probationary employee, on which the probationer shall be evaluated.
- 1416.2 An acceptable performance rating during a probationary period in and of itself does not constitute passing of the probationary period or automatic movement to a permanent status.
- 1416.3 Neither the mid-year progress discussion nor the annual performance evaluation received by the probationary employee is appealable.

[Back to Top](#)

1417 CAPITAL CITY FELLOWS

- 1417.1 A Performance Plan as described in section 1404 of this chapter shall be completed for each Capital City Fellow, not later than thirty (30) calendar days after the beginning of each six-month (6-month) placement. Each Performance Plan shall outline what is expected from the Capital City Fellow.
- 1417.2 The goals for each six-month (6-month) placement shall be weighted, with the sum of all goal weightings equal to one hundred percent (100%) for each rating. Goals shall be set as follows:
- (a) Twenty five (25%) of the overall goals assigned to program-related activities and participation, to be set by the Director, D.C. Department of Human Resources (or designee); and
 - (b) Seventy five percent (75%) of the overall goals assigned to on-site performance, to be set by each agency supervisor to whom the Capital City Fellow is assigned.
- 1417.3 The performance of each Capital City Fellow shall be evaluated at the end of each six-month (6-month) placement as specified in this section, for a total of four (4) individual performance ratings during the two-year (2-year) program.
- 1417.4 Each Capital City Fellow may, at his or her discretion, submit a self-evaluation as input into the annual performance evaluation process.
- 1417.5 A rating of *Valued Performer* or higher shall constitute performance at an acceptable level of competence for purposes of salary adjustment.
- 1417.6 The provisions in section 1416 of this chapter shall apply to Capital City Fellows.
- 1417.7 Capital City Fellows' annual performance evaluations are not appealable.

[Back to Top](#)

1499 DEFINITIONS

When used in this chapter, the following terms shall have the meaning ascribed:

Annual performance evaluation – a process for determining how well an individual employee has performed the performance expectations established in the performance plan for the review period.

Competency – a type of performance expectation that consists of the critical knowledge, abilities, skills and personal characteristics necessary for satisfactory performance. They are linked to the specific duties performed in a particular work unit but focus strongly on the individual employee.

Electronic signature – a technologically neutral term indicating various methods of signing an electronic message that: (a) identifies and authenticates a particular person as a source of the electronic message; and (b) indicates such person’s approval of the information contained in the electronic message. Examples of electronic signature include: Personal Information Numbers or “PINs,” user identifications and passwords, digital signatures, and hardware and biometric tokens.

Individual development plan (IDP) – a development tool that identifies training and learning activities that will help an employee enhance the knowledge, skills, and abilities needed to perform work duties and prepare the employee for future career advancement.

Mid-year progress discussion – a formal meeting between a supervisor and employee to discuss the employee’s performance and development at the midpoint of the review period.

Multi-source feedback – a tool used to assess employee performance that involves several sources (i.e., peers, employees, supervisors, customers) that have reliable information of an employee services or work products. This is commonly known as “*360 degree feedback*.”

Performance expectations – S.M.A.R.T. goals and competencies that describe what and how work is to be performed. Performance expectations are established by the supervisor and employee at the beginning of a review period.

Performance improvement plan (PIP) – A performance management tool designed to offer the employee an opportunity to demonstrate improvement in his or her performance.

Performance management – the systematic process by which an agency involves its employees, as individuals and members of a group, to ensure the accomplishment of agency mission and goals.

Performance management period – the length of time covering the performance planning and evaluation process. It goes from the beginning to the end of the fiscal year.

Performance plan – the formalized process of identifying and communicating the organizational, work unit, and individual goals expected of the employee. The Performance Plan consists of the following: Competencies, S.M.A.R.T Goals, and an Individual Development Plan.

Performance rating – the value assigned to each performance expectation and the employee’s overall performance based on a supervisor’s or, in the absence of the supervisor the reviewer’s, assessment of an employee’s performance during the review period.

Probationary employee – a Career Service employee occupying a position subject to the completion of a probationary period, to include employees in term appointments.

Rating official – the final rating authority in the annual performance evaluation process, who is either the employee’s supervisor, or, in the absence of the supervisor the reviewer.

Request for review – the process in which an employee requests a formal review of the overall performance rating received during the review period.

Reviewer – a supervisor, agency head, or agency head designee responsible for reviewing and approving the annual performance evaluation completed by a rating official.

Self-evaluation – the process in which the employee provides a self-assessment of the employee’s performance based on the established performance expectations during the review period.

S.M.A.R.T. goals – a type of performance expectation that consists of goals that are *Specific, Measurable, Attainable, Realistic, and Time-Related*.

Supervisor – an individual having the authority, in the interest of the employer, to hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward, or discipline other employees, or responsibility to direct them, or to adjust employee grievances, or effectively to recommend such action, if in connection with the foregoing the exercise of such authority is not of a merely routine or clerical nature, but requires the use of independent judgment. For the purposes of this policy, “supervisor” also means “manager”.

[Back to Top](#)

D.C. Register Updates for Chapter 14 of the D.C. Personnel Regulations,
Performance Management

The following *D.C. Register* citations identify when a given section(s) of Chapter 14, Performance Management, of Title 6 of the District of Columbia Municipal Regulations, was amended. Following the publication in the *D.C. Register* of subsequent final rulemaking notices, this Addendum will be updated accordingly.

For the convenience of Electronic-DPM (E-DPM) readers, the Addendum identifies amendments on a section-by-section basis, as well as the page in the DPM Transmittal impacted by the amendment(s), and provides brief comments on the amendment(s) accomplished.

<i>D.C. Register</i> Date	Section(s)	Change(s) Reflected on Page(s)	Comments
28 DCR 4961 (11/20/81)	Entire chapter	Entire Chapter	The rules implemented Title XIV, Performance Evaluation, of the Comprehensive Merit Personnel Act of 1979.
47 DCR 5560 (7/7/00)	Entire chapter	Entire chapter replaced. (DPM Transmittal No. 60)	The rules implemented the performance management program that was authorized by the Omnibus Personnel Reform Amendment Act of 1988.
48 DCR 301 (1/12/01)	Entire chapter	Entire chapter replaced. (DPM Transmittal No. 69)	The rules implemented the performance management program that was authorized by the Omnibus Personnel Reform Amendment Act of 1988. These rules amend Chapter 14, Performance Management, published at 47 DCR 5560 (July 7, 2000).
49 DCR 1862 (3/1/02)	Section(s) 1400, 1401, and 1411	Entire chapter replaced (DPM Transmittal No. 83)	The rules amended the chapter to add certain uniformed members of the Metropolitan Police Department to those covered by the chapter
50 DCR 2851 (4/11/03)	Entire chapter	Entire chapter replaced (DPM Transmittal No. 95)	The rules amended the chapter to: (1) add certain Legal Service employees and individuals appointed to the Excepted Service as Capital City Fellows to those covered by the chapter; (2) add a provision stating that the chapter is applicable to non-unionized Career Service employees not already covered in agencies under the personnel authority of the Mayor as their coverage is approved by the Director of Personnel on an agency by agency basis; (3) add new sections stating the components of a performance plan, define competencies, provide for an optional mid-year evaluation, and specify the provisions to evaluate the performance of Capital City Fellows; (4) provide clarification of the provisions on performance improvement plans; and (5) modify other portions of the chapter.

CHAPTER 14 — PERFORMANCE MANAGEMENT

52 DCR 1302 (2/11/05)	Section(s) 1400, 1414, 1415, and 1417	Entire chapter replaced. (DPM Transmittal No.126)	The rules amended the chapter to: (1) expressly exclude at-will employees, including Capital City Fellows, from the performance improvement plan requirement in section 1414, (2) add language requiring that supervisors inform employees of any deficiencies in their performance, in a timely manner, throughout the rating period as a means of providing employees sufficient time to improve the deficiencies; (3) specify that employees covered under the chapter may request reviews of any performance rating, and clarify the language concerning appeals of final agency decisions affecting performance ratings which result in removals; and (4) make other non-substantive changes throughout the chapter.
Issued to correct an omission	Section(s) 1400	Page(s) 14-I-1 and 14-I-2 (DPM Transmittal No.137)	The pages are being replaced because sections 1400.2 and 1400.3 of the chapter were inadvertently omitted from Transmittal No. 126.
56 DCR 006164 (8/7/09)	Entire chapter	Entire chapter replaced. (DPM Transmittal No. 194)	The rules amended the chapter in its entirety.
56 DCR 006693 Errata Notice (8/28/09)	Entire chapter	Entire chapter replaced (DPM Transmittal No. 195)	While final rules were published in the <i>D.C. Register</i> on August 7, 2009 (56 DCR 006164); the incorrect version of the rulemaking was mistakenly submitted for publication. Accordingly, a corrected version of the final rules was re-published. The version published as an Errata Notice is the same exact version as the proposed rules published on June 26, 2009 (56 DCR 005068). The rules amended the chapter in its entirety.

[Back to Top](#)

Attachment 6a – Mobile Device List

DDOE Mobile Device Inventory List

Employee Name	Device Type
Adebona, Babatunde	RIM Blackberry Bold 9930
Affa, Dawit	Samsung Convoy2 cell phone
Akpata, Pamphile	RIM Blackberry Bold 9930 ipad 3 PC5750 PC Card
Anderson, Keith	iphone 5s ipad 3 PC5750 PC card
Asimalowo, Abdullahi	RIM Blackberry Bold 9930 ipad 3
Atakilti, Tesfai	RIM Blackberry Bold 9930
Barnes, Nykia	RIM Blackberry Bold 9930
Barone, Brian	RIM Blackberry Bold 9930
Beall, Cecily	RIM Blackberry Bold 9930
Beckwith, Marcellus	Samsung Convoy2 cell phone
Begin, Mary	ipad 2
Besse, Sheila	USB760 Modem ipad 3
Best, Constance	RIM Blackberry Bold 9930
Birhane, Afewerki	Samsung Convoy2 cell phone
Brown, Christopher	RIM Blackberry Bold 9930
Brown, Howard	RIM Blackberry Bold 9930 ipad 2
Brown, Lucretia	RIM Blackberry Bold 9930
Bullo, Ibrahim	RIM Blackberry Bold 9930 ipad 3
Burrell, Collin	RIM Blackberry Bold 9930 Pantech 4G LTE USB Modem UML290 ipad 3
Byrd, Timothy	RIM Blackberry Bold 9930
Caldwell, Walter	RIM Blackberry Bold 9930 PC5750 PC Card ipad 3
Carter, Arlene	RIM Blackberry Z10
Chinkuyu, Adion	RIM Blackberry Bold 9930
Cho, KiDon	RIM Blackberry Bold 9930 4G LTE USB Modem 551L

Connor, Paul	RIM Blackberry Bold 9930 ipad 3 UMW190 Global USB Modem
Cooke, Sharon	RIM Blackberry Bold 9930
Cotton, Isaac	iphone 4S
Daly, Robert	RIM Blackberry Bold 9930 ipad2
Davis, Diane	RIM Blackberry Bold 9930
Dawodu, Kehinde	RIM Blackberry Bold 9930
Day, Robert	(qty. 5) Digi WR-41 modem
Dee, Michelle	RIM Blackberry Bold 9930
Deichmeister, Jayne	RIM Blackberry Bold 9930
Demessie, Elias	RIM Blackberry Bold 9930
Dike, Gloria	ipad 2
Doan, Patricia	RIM Blackberry Bold 9650
Douglas, Compton	RIM Blackberry Bold 9930
Douglas, Diane	RIM Blackberry Bold 9930
Doyle, Sean	RIM Blackberry Bold 9650
Ebanks, Edna	RIM Blackberry Bold 9650
Edwards, Charles	RIM Blackberry Bold 9930
Emerson, Marilyn	RIM Blackberry Bold 9930
Emminizer, John	iphone 5s ipad 3 4G LTE USB Modem 551L
Erville, Pierre	RIM Blackberry Bold 9930 ipad2
Famuditimi, Ibrahim	RIM Blackberry Bold 9930 4G LTE USB Modem 551L
Ford, Briyon	RIM Blackberry Bold 9930
Fuller, Yohance	iphone 4S ipad 2 Jetpack 4G LTE Mobile Hotspot MiFi 4620L
Garcia Andersen, Natasha	RIM Blackberry Bold 9930
Garcia, Muviel	Pantech 4G LTE USB Modem UML290
Gebremedhin, Teamrat	RIM Blackberry Bold 9930 4G LTE USB Modem 551L
Gonzalez, Pablo	RIM Blackberry Bold 9930 PC5750 PC Card
Goodwin, Joanne	Motorola W385 cell phone
Guilbeault, Daniel	RIM Blackberry Bold 9930
Hagos, Senai	Casio G'zOne Ravine2 cell phone

Haque, Nazmul	RIM Blackberry Bold 9930
Harden, Reda	Motorola Barrage cell phone
Harris, Alvin	RIM Blackberry Z10 ipad 2 Jetpack 4G LTE Mobile Hotspot MiFi 4620L
Harris, Edward	RIM Blackberry Bold 9930
Haywood, Gerald	RIM Blackberry Bold 9930
Heard, Joyce	RIM Blackberry Bold 9930
Henry, Donna	RIM Blackberry Bold 9930 ipad 2
Henry, Terrence	RIM Blackberry Bold 9930 ipad2
Hill, Peter	RIM Blackberry Bold 9930
Hochberg, Adriana	RIM Blackberry Bold 9930 ipad 3
Huang, Sheng	RIM Blackberry Bold 9930 ipad2
Isse, Mohamed	RIM Blackberry Bold 9930 PC5750 PC Card
Jackson, Richard	RIM Blackberry Bold 9930 ipad 2
Jeffery, Kevin	RIM Blackberry Bold 9930
Johnson, Robyn	RIM Blackberry Bold 9930
Jones, LaWanda	RIM Blackberry Bold 9930
Jones, Phinis	RIM Blackberry Bold 9930
Jones, Sylvia	RIM Blackberry Bold 9930 PC5750 PC Card
Jose, Bob	RIM Blackberry Q10
Judson, Kate	RIM Blackberry Bold 9930
Karikari, Timothy	RIM Blackberry Bold 9930 ipad 3
Karim, Hussain	RIM Blackberry Bold 9930
Karimi, Hamid	RIM Blackberry Z10 ipad 2
Keemer, Keith	RIM Blackberry Bold 9650
Kelton, Steve	RIM Blackberry Tour 9630
King, Bryan	iphone 5
King, Emil	RIM Blackberry Bold 9930
Knatt, Ralph	RIM Blackberry Bold 9930
Koffa, Morris	RIM Blackberry Bold 9930

Lawrence, Taresa	iphone 5s ipad 2
Lemoine, Leah	RIM Blackberry Bold 9930 Pantech 4G LTE USB Modem UML290
Loncke, Lancelot	RIM Blackberry Bold 9930 ipad 2
Marshall, Karim	RIM Blackberry Bold 9930
Massoumi, Massoud	RIM Blackberry Bold 9930
McDonnell, Amy	RIM Blackberry Bold 9930 ipad 3
McGlynn, Markku	RIM Blackberry Bold 9930
McLeod, Shavon	RIM Blackberry Bold 9930
Mehari, Ogbazgi	Samsung Convoy2 cell phone
Miller, Brandon	RIM Blackberry Bold 9930
Mitchell, Jean	RIM Blackberry Z10 ipad2
Mode, Sylvester	RIM Blackberry Bold 9930
Moga, Meg	RIM Blackberry Bold 9930 4G LTE USB Modem 551L
Montero, Raymond	RIM Blackberry Z10 ipad 3
Moore, Barbara	RIM Blackberry Bold 9930
Murphy, Keren	RIM Blackberry Bold 9930
Musse, Abdi	RIM Blackberry Bold 9930
Negussie, Michael	RIM Blackberry Bold 9930
Newton, Harrison	RIM Blackberry Bold 9930 ipad 2
North, Victoria	ipad 2
Nwangwu, Peter	RIM Blackberry Bold 9930
Oetman, Andrew Offor, Obiora	RIM Blackberry Bold 9930 ipad 2
Offor, Obiora	ipad 2
Okoro, Sunday	RIM Blackberry Bold 9930
Oliva, Manuel	RIM Blackberry Bold 9930
Omeregbe, Lawrence	RIM Blackberry Bold 9930 PC5750 PC Card
Onyullo, George	RIM Blackberry Bold 9930
Ours, Stephen	RIM Blackberry Z10 Pantech 4G LTE USB Modem UML290
Parker, Shamika	RIM Blackberry Bold 9930 ipad 2

Parson, Kelvin	USB760 Modem
Patil, Apruva	RIM Blackberry Bold 9930
Penn Andrews, Delante	Samsung Convoy2 cell phone
Perry, Lolita	V620 air card
Peterson-Blackwell, Angela	ipad 2
Phannavong, Phetmano	RIM Blackberry Bold 9650 ipad 3
Phill, Fianna	RIM Blackberry Bold 9930 ipad 2
Philson, Johnnie	RIM Blackberry Bold 9930 Wireless V740 ExpressCard
Pilat, David	RIM Blackberry Bold 9930
Pitt, Talisha	RIM Blackberry Z10
Randall Thomas, Cheryl	RIM Blackberry Bold 9930
Reddick, Maria	RIM Blackberry Bold 9930 ipad 3 4G LTE USB Modem 551L
Reeves, Mary	RIM Blackberry Bold 9930
Rice, Emily	RIM Blackberry Bold 9930
Richardson, Ismenda	RIM Blackberry Bold 9930
Rivera Portis, Denise	RIM Blackberry Bold 9930
Robinson, Brian	iphone 5 ipad 2
Rodriguez, Joshua	RIM Blackberry Bold 9930
Rodriguez, Teresa	RIM Blackberry Bold 9930
Rostas, Zita	iphone 4s ipad 3
Satterfield, Charles	(Qty. 2) Jetpack 4G LTE Mobile Hotspot MiFi RIM Blackberry Bold 9930
Seltzer, Jeffrey	ipad 2
Shane, Brendan	RIM Blackberry Bold 9930 UMW190 Global USB Modem
Sharma, Niranjana	RIM Blackberry Bold 9930
Shulterbrandt, Noline	RIM Blackberry Bold 9930
Simms, Leroy	Casio G'zOne Ravine2 cell phone
Simon, Brittaney	ipad 2
Singh, Deepak	RIM Blackberry Bold 9930
Smallwood, Shanita	RIM Blackberry Q10 ipad 2 Pantech 4G LTE USB Modem UML290

Smith, Derrick	ipad 2
Smith, Margaret	RIM Blackberry Bold 9930
Smith, Tyrone	RIM Blackberry Bold 9930
Spencer, Shellie	RIM Blackberry Bold 9650
Sturdivant, Amber	RIM Blackberry Bold 9930 ipad 2
Sweeney, James	RIM Blackberry Bold 9930 Pantech 4G LTE USB Modem UML290
Tabb, Latonia	RIM Blackberry Bold 9930
Tadesse, Sosina	RIM Blackberry Bold 9930
Tangirala, Rama	RIM Blackberry Bold 9930
Thaung, Khin Sann	RIM Blackberry Bold 9930
Thaung, Winston	Samsung Haven cell phone
Thinakaran, Rasathurai	RIM Blackberry Bold 9930
Tolson, Donald	RIM Blackberry Bold 9930
Tun, Richard	Samsung Haven cell phone
Ukpolo, Victor	RIM Blackberry Bold 9930 ipad 2
Vanwye, Brian	RIM Blackberry Bold 9930 ipad 3
Walwyn, Jan	ipad 2
Watson, Denise	RIM Blackberry Bold 9930
Weber, Matthew	RIM Blackberry Bold 9930
White, Daniel	RIM Blackberry Bold 9930
White, William	RIM Blackberry Q10
Wilhere, MaryLynn	RIM Blackberry Bold 9930
Williams, Baldwin	ipad 2
Williams, Charles	RIM Blackberry Bold 9930 ipad 3
Williams, Lawrence	ipad 2
Williams, Neil	RIM Blackberry Bold 9930
Williams, Sabrina	RIM Blackberry Bold 9930
Willis, Erica	RIM Blackberry Bold 9930
Wright, Shawn	RIM Blackberry Bold 9930 ipad 2
Zahn, Jeffrey	RIM Blackberry Bold 9930
Zangrilli, Jacob	RIM Blackberry Bold 9930 4G LTE USB Modem 551L

Attachment 6b – Vehicle List

DDOE VEHICLE LIST

	Vehicle Tag Number	Leased /Owned	Program	Year	Make	Model	Serial No.
1.	DC-7056	O	Air Quality Division	2008	Chevrolet	Impala	2GIWB58K189156212
2.	DC-7054	O	Air Quality Division	2008	Chevrolet	Impala	2GIWB58KX89161893
3.	DC-7055	O	Air Quality Division	2008	Chevrolet	Impala	2GIWB58K689158876
4.	DC-7053	O	Air Quality Division	2008	Chevrolet	Impala	2GIWB58K88916692
5.	DC-7052	O	Air Quality Division	2008	Chevrolet	Impala	2GIWB5SKX89157987
6.	DC-6542	O	Air Quality Division	2008	Honda	Civic (Hybrid)	JHMFA362X8S027819
7.	DC-6319	O	Air Quality Division	2007	Dodge	CARAVAN	1D8GP24E67B141148
8.	DC-8334	O	Directors Office	2012	Chevrolet	Volt	1G1RA6E41CU107504
9.	DC-5849	O	Directors Office	2006	Honda	Civic (Hybrid)	JHMFA36216S021601
10.	DC-10193	O	Directors Office	2014	Chevrolet	Silverado	3GCKREC8EG159886
11.	DC-9563	O	Energy	2013	Dodge	Grand Caravan	2C4RDGBGODR758737
12.	DC-8973	O	Energy	2008	Dodge	Grand Caravan	1D8H44H48B172836
13.	DC-6606	O	Energy	2009	Dodge	Caravan SE	2D8HN44E09R636701
14.	DC-8972	O	Energy	2008	Chevrolet	Impala	2G1WB58K089161255
15.	DC-8979	O	Energy	2009	Chevrolet	Impala	2G1WB58K781210563
16.	DC-5945	O	Fisheries & Wildlife Division	2006	Chevrolet	Impala	2G1WB58K979121500
17.	DC-2899	O	Fisheries & Wildlife Division	1999	Ford	CREW CAB	1FTSW31L4XED36569
18.	DC-3624	O	Fisheries & Wildlife Division	2004	Ford	Taurus	1FAHP53214A167787
19.	DC-3635	O	Fisheries & Wildlife Division	2004	Ford	Explorer SPORT TREK	1FMZU77K94UB93285
20.	DC-4340	O	Fisheries & Wildlife Division	2005	Ford	Explorer SPORT TREK	1FMDU77K25UB45204
21.	DC-9006	O	Fisheries & Wildlife Division	2008	Ford	F350 Crew Cab	1FTWW31R48EE47209
22.	DC-9011	O	Hazardous Waste Branch	2008	Honda	Civic (Hybrid)	JHMFA36279S000661
23.	DC-6066	O	Lead & Healthy Housing Division	2007	Honda	Civic GXA	1HGFA46517L000005
24.	DC-2764	O	Lead & Healthy Housing Division	2001	Winnebago	Mobile Unit	3FCMF53S9YJA09669
25.	DC-6700	O	Lead Compliance & Enforcement Branch	2009	Chevrolet	Impala	2G1WB57K291294391
26.	DC-7919	O	Pesticides Branch	2002	Ford	Explorer SPORT TREK	1FMZU62E22UA30972
27.	DC-8487	O	Pesticides Branch	2012	Dodge	Grand Caravan	2C4RDG5CR220613

28.	DC-7908	O	UST/LUST Division	2010	Chevrolet	Silverado	3GCRKPEA2G59257
29.	DC-7890	O	UST/LUST Division	2011	Chevrolet	Impala	2G1WA5EK4B1102285
30.	DC-5663	O	Water Quality Division	2006	Dodge	RAM 1500	1DYHU16806J240076
31.	DC-8691	O	Water Quality Division	2012	Ford	F-150 Crew Cab	1FTFW1EFICFB81087
32.	DC-5850	O	Watershed Protection Division	2006	Honda	Civic (Hybrid)	JHMFA36296S024259
33.	DC-3867	O	Watershed Protection Division	2004	Chevrolet	S-10 P/U	IGCDT13X34K123809
34.	DC-3868	O	Watershed Protection Division	2004	Chevrolet	S-10 P/U	1GCDT13X04K129597
35.	DC-5941	O	Watershed Protection Division	2006	Honda-Hybrid	Civic (Hybrid)	JHMFA36256S024114
36.	DC-5942	O	Watershed Protection Division	2006	Honda-Hybrid	Civic (Hybrid)	JHMF362X6S025145
37.	DC-9799	O	Watershed Protection Division	2007	Troy-Bilt	Tiller	N/A

Attachment 6d1 – FY13 Travel

DISTRICT DEPARTMENT OF THE ENVIRONMENT

For Fiscal Year : 2013

Last Name	First Name	Amount
MARIER	VERONIQUE	349.00
ADEBONA	BABATUNDE	171.00
AFFA	DAWIT	108.00
ANDERSON	KEITH	476.35
ANDERSON	KEITH	378.00
ANDERSON	KEITH	2,124.00
ANDERSON	KEITH	498.22
ANDERSON	KEITH	4,350.00
ANDERSON	KEITH	69.50
ANDERSON	KEITH	246.00
ATAKILTI	TESFAI	375.00
BARAK	ALAN	20.00
BARLEY	CAROLYN	555.00
BARLEY	CAROLYN	745.00
BARONE	BRIAN	1,062.60
BARONE	BRIAN	1,227.70
BARONE	BRIAN	885.50
BARRY	DANIEL	1,960.00
BEALL	CECILY	149.00
BEALL	CECELY	137.25
BEALL	CECILY	127.50
BEALL	CECILY	84.00
BEALL	CECELY	84.00
BEGIN	MARY	175.00
BEGIN	MARY	1,425.10
BEGIN	MARY	163.33
BEST	CONSTANCE	1,644.00
BIRHANE	AFEWERKI	108.00
BROWN	HOWARD	1,145.00
BROWN	HOWARD	163.33
BULLO	IBRAHIM	1,185.50
BURCH	JOSHUA	939.50
BURCH	JOSHUA	1,253.14
BURRELL	COLLIN	33.00
BURRELL	COLLIN	525.80
BURRELL	COLLIN	1,473.20
BYRD	TIMOTHY	16.00
BYRD	TIMOTHY	1,167.00
CALDWELL	WALTER	527.30
CHINKUYU	ADION	825.09
CONNOR	PAUL	699.26

CONNOR	PAUL	2,010.00
CONNOR	PAUL	726.16
COOKE	SHARON	364.50
DANIELS	JESSICA	140.00
daniels	JESSICA	140.00
EGBO	FRANCIS	1,056.60
EMERSON	DANIELLE	108.00
EMWANTA	BOB	1,365.00
ERVILLE	PIERRE	816.80
FELDMAN	JUSTIN	419.50
FESSION	WILLIAM	108.00
GOOD	DAVID	337.00
GOOD	DAVID	250.00
GOOD	DAVE	286.00
GOODWIN	JOANNE	90.63
GUILBEAULT	DAN	1,268.00
GUILLUAME	JENNIFER	1,355.30
HAGOS	ABRAHAM	99.00
HAGOS	DAWIT	108.00
HAQUE	NAZMUL	206.50
HAQUE	NAZMUL	1,064.50
HAQUE	NAZMUL	1,227.70
HAQUE	NAZMUL	846.83
HARRIS	ALVIN	391.84
HARRIS	ED	376.00
HARRIS	ALVIN	1,425.10
HARRIS	ALVIN	163.33
HENRY	TERRANCE	216.54
HENRY	TERRANCE	216.54
HILL	PETER	868.50
HILL	PETER	989.90
HILL	PETER	1,203.00
HOCHBERG	ADRIANA	476.35
HOCHBERG	ADRIANA	75.00
HOCHBERG	ADRIANA	69.50
HUANG	SHENG	246.03
HUSSAIN	KARIM	250.00
JONES	LAWANDA	108.00
JONES	SYLVIA	248.50
JONES	LAWANDA	1,798.50
JUDSON	KATE	476.35
JUDSON	KATE	1,491.00
JUDSON	KATE	426.00
KARIKARI	TIM	2,010.00
KARIMI	HAMID	405.00
KARIMI	HAMID	1,753.50
KARIMI	HAMID	295.46

KARIMI	HAMID	160.49
KARIMI	HAMID	313.83
KARIMI	HAMID	297.14
KATZENBARGER	KIM	190.00
KATZENBARGER	KIMBERLY	348.43
KEEMER	KEITH	226.00
KEEMER	KEITH	30.00
KEEMER	KEITH	30.00
KELLEY	ISAAC	558.00
KING	EMIL	1,791.60
KOLAWALE	OLAYINKA	1,791.60
LAWRENCE	TARESA	1,723.84
LAWRENCE	TARESA	351.00
LEMOINE	LEAH	1,297.50
LEMOINE	LEAH	1,400.00
LONCKE	LANCE	1,723.84
LONCKE	LANCE	1,730.00
MAISAINO	RYAN	246.03
MANUBAY	GRACE	2,262.60
MANUBAY	GRACE	472.03
MARIER	VERONIQUE	301.89
MAXWELL	LAUREN	190.00
MCLEOD	SHAVON	1,644.00
MCQUALE	CHRISTOPHER	492.00
MEHARI	OGBAZGI	108.00
MODE	SYSLVESTER	1,365.00
MODE	SYSLVESTER	324.78
MONTERO	RAY	1,402.00
MONTERO	RAYMOND	1,114.10
MONTERO	RAY	603.71
MUSSE	ABDI	1,944.80
NEGUSSIE	MICHAEL	108.00
NEWTON	HARRISON	419.50
NWANGU	PETER	445.50
OETMAN	ANDREW	190.00
OETMAN	ANDREW	1,109.00
OFFOR	OBIORA	246.03
OKORO	SUNDAY	1,365.00
OKORO	SUNDAY	1,227.70
OLIVA	MANUEL	190.00
OLIVA	MANNY	127.50
OMOREGBE	LAWRENCE	140.00
OMOREGBE	LAWRENCE	847.15
OMOREGBE	LAWRENCE	271.50
ONYULLA	GEORGE	1,271.60
OURS	STEPHEN	99.00
OURS	STEPHEN	12.00

OURS	STEPHEN	127.50
PAMPHILE	ELOI	577.98
PAMPHILE	ELOI	1,944.80
PARKER	SHAMIKA	246.03
PATIL	APURVA	695.00
PHANNAVONG	PHETMANO	100.00
PHANNAVONG	PETMANO	799.14
PHANNAVONG	PETMANO	2,010.00
PHANNAVONG	PETMANO	1,132.50
PHILL	FIANA	16.00
PHILL	FIANA	206.50
PHILL	FIANA	1,227.70
PILAT	DAVID	866.87
PITT	TALISHA	561.00
PORTIS	DENISE	964.75
PORTIS	DENISE	1,644.00
REILING	STEPHEN	100.00
reiling	STEPEN	1,380.29
RICE	EMILY	1,488.00
RICHARDSON	ISMENDA	108.00
RICHARDSON	ISMENDA	1,798.50
ROBERTS	ASHLEY	108.00
ROBINSON	MATT	1,491.00
SAARI	STEVE	1,203.00
SATTERFIELD	CHARLES	364.50
SIMON	BRITTANEY	419.50
SINGH	DEEPAK	16.00
SINGH	DEEPAK	1,167.00
SMITH	DERRICK	419.50
STEVENSON	STARR	419.50
STURDIVANT	AMBER	246.03
TANGIRALA	RAMA	127.50
TANGIRALA	RAMA	84.00
TARAKGN	KOKEB	1,054.60
THINAKARAN	RASATHURAI	1,365.00
WALWYN	JAN	822.00
WHITE	DANIEL	1,791.60
WILLIAMS	BALDWIN	945.01
WILLIAMS	NEIL	171.00
WILLIS	ERICA	1,644.00
ZANGRILLI	JACOB	866.87
ZANGRILLI	JACOB	876.45

\$ 128,125.44

Attachment 6d2 – FY14 Travel

DISTRICT DEPARTMENT OF THE ENVIRONMENT

For Fiscal Year : 2014

Last Name	First Name	Amount
ANDERSON	KEITH	4,350.00
ANDERSON	KEITH	2,381.00
ASANTE	KOFFI	390.50
BARLEY	CAROLYN	179.50
BEGIN	MARY	254.46
BEGIN	MARY	231.00
BURCH	JOSHUA	467.00
BURNETT	CAROLINE	343.00
BURRELL	COLLIN	69.24
BURRELL	COLLIN	49.50
CHO	KI DON	1,426.36
CONNOR	PAUL	775.23
DAY	ROBERT	165.00
DEICHMASTER	Jayne	196.00
DUAH-ASANTE	KOFI	2,504.00
DUER-BALKIND	MARSHALL	231.00
EMMINIZER	JOHN	287.41
EMMINIZER	JOHN	468.58
ERVILLE	PIERRE	54.88
FORD	BRIYON	293.25
FULLER	YOHANCE	1,546.00
HARRIS	ALVIN	175.44
HARRIS	ALVIN	254.46
HARRIS	ALVIN	534.92
HENRY	TERRANCE	216.54
HENRY	TERRANCE	216.54
KNATT	RALPH	124.75
MAXWELL	LAUREN	69.22
MCDONNEL	AMY	69.22
MILLER	BRANDON	165.00
MILLER	BRANDON	293.25
MODE	SYLVESTER	146.00
MUSSE	ABDI	1,901.00
NAWAZ	SHAH	69.89
NIELSON	MARC	69.22
NORTH	VICTORIA	33.00
OETMAN	ANDREW	343.00
OKORO	SUNDAY	33.00
ONYULLO	GEORGE	343.00
PAGGIONNE	JARED	69.22
PARKER	SHAMIKA	30.36
PILAT	DAVID	201.50
RANDALL-THOMAS	CHERYL	200.00
RODRIGUEZ	JOSHUA	201.50
SAARI	STEVE	831.00
SHANE	EDWARD	758.05
SHARMA	NARANJAN	1,901.00

SHULTERBRANDT	NICOLINE	343.00
TANGIRALA	RAMA	165.00
THINAKARAN	RASATHURAI	33.00
THUANG	KHIN	293.25
UKPOLO	VICTOR	141.35
UPDIKE	BILL	231.00
UPDIKE	BILL	1,800.00
WALD	SUZANNE	57.00
WALWYN	JAN	33.00
WILLIAMS	LAWRENCE	33.00
		29,042.59

**Attachment 6e – Overtime and Workman’s
Comp**

DISTRICT DEPARTMENT OF THE ENVIRONMENT

FY 2014 and 2013 BONUS OR SPECIAL AWARD PAY REPORT

Bonus paid FY 2014	<u>\$0.00</u>
Bonus paid FY 2013	<u>\$0.00</u>

FY 2014 and 2013 OVERTIME REPORT

Name	Amount
<i>FY 2014 :</i>	
Tangirala,Rama Seshu	\$95.95
Jeffery,Kevin	\$139.04
Oetman,Andrew J	\$191.17
Cho,Ki Don	\$100.43
Penn Andrews,Delante J	\$437.45
Swann,Joseph M	\$553.47
FY 2014 Total	1,517.51
<i>FY 2013 :</i>	
Emerson,Marilyn E	\$594.36
Guillaume,Jennifer Joy	\$150.79
Judson,Katherine Ev	\$313.11
Keemer,Keith T	\$712.09
Lemoine,Leah M.	\$413.69
Oetman,Andrew J	\$621.30
Reiling,Stephen James	\$175.92
Saari,Steven A	\$77.29
Sebuliba Kintu,Halimah	\$204.96
Thomas,Charlene C	\$421.89
Washington,Laura S	\$447.32
Williams,Neil Roger Anthony	\$776.64
Zangrilli,Jacob	\$9.91
FY 2013 Total	4,919.27
Grand Total	6,436.78

FY 2014 and 2013 WORKMAN'S COMPENSATION REPORT

Worker's Compensation paid FY 2014	<u>\$22,036.22</u>
Worker's Compensation paid FY 2013	<u>\$34,633.52</u>

Attachment 7 – Database List

DATABASE MAINTAINED	SYSTEM AGE	DATA TRACKED	PLANNED UPGRADES	PUBLIC ACCESS?
Water Protection Division	3 years	General address information on inspection, location of site, Erosion, Sediment	Currently contracted with Tetra Tech on new development.	Not currently: dashboard option is under discussion
Water Quality Division	2 years	General address info, facilities, outfall, sewer sheds, watersheds, sewer-lines, photos, geo-locations, sync falls, GIS coordinates.	Currently MS4 Prgm. is in Testing mode of the new Field Inspection and Compliance Monitoring App. With Mobile Feature.(Dewberry Devlp. 2012)	Not currently: dashboard option is under discussion
Toxic Substance Division	5 years	General address info, inspections where pesticides have been applied.	New Web Base Application is in development called Mi-Forms with EPA.	Not currently: dashboard option is under discussion
Fisheries and Wildlife	5 years	General Address info, anglers, license info, resident and non-residents, Fees	Under Assessment	DDOE Web site provides external feed of forms for the public.
Storm Water Management Division (SWMD) Bag Bill	3 years	General address info, businesses, violations, inspections, enforcement actions	Under Assessment (ICE)	DDOE Web site provides external feed of forms for the public.
<i>SWMD Coal Tar</i>	3 years	General address info, inspections, paving, sealing, asphalt areas, enforcement action.	Under Assessment (ICE)	Not currently: dashboard option is under discussion
<i>SWMD Riversmart</i>	3 years	General address info, building type, rain gardens, permeable pavements, BMP types, retention capacity, land cover,	Quick Base Application new BMP, GRCC and SWMP DATABASE	DDOE Web site provides external feed of forms for the public

		inspection, Fees.		
Office of Enforcement Environmental Justice	5 years	General address info, DDOE programs, violation, citations, documents, fees, fines, NOI, NOV, respondents.	Currently New INSPECTION COMPLIANCE ENFORCEMENT DATABASE in testing Phase I	Not currently: dashboard option is under discussion
Lead and Healthy Homes	5 years	General address info, badge and certification renewals, businesses conducting lead base activities.	Under Assessment (ICE)	DDOE Web site provides external feed of forms for the public
<i>Lead Case Tracker</i>	5 years	Compliance and Enforcement cases, lead abatement	Under Assessment (ICE)	Not currently: dashboard option is under discussion
<i>Dust Test Tracker</i>	3 years	Dust sampling in the District.	Under Assessment (ICE)	Not currently: dashboard option is under discussion
<i>Property Management Lead</i>	3 years	General address info, Companies	Under Assessment (ICE)	Not currently
<i>Healthy Homes Lead Poising Database</i>	4 years	General address info, case management notes	HLLPS CDC	Not currently
<i>Healthy Homes Database</i>	2 years	General address info, case management, test results (patient)	Working with CDC to develop a new application.	Not currently
Utilities Management Division (REIP)	3 years	General address info, Contractors, incentive fees, solar collectors, home audit and thermal info.	Quick Base Updated yearly	DDOE Web site provides external feed of forms for the public
Energy Affordable Program	12 + years	General DC Resident Address Info., fuel vendor, income, utility account, SSN, benefit amount,	New Application Upgrade to a Web Base App (01-27-2014)	Under development

		household size.		
Office of the Director <i>EISF</i>	3 years	Tracks Environmental Screening forms received by Businesses for DDOE programs and responses	QuickBase Application updated yearly	DDOE Web site provides external feed of forms for the public
<i>FOIA</i>	3 years	General address infor, company name, project name, FOIA requests.	Quick Base Yearly upgrade.	DDOE Web site provides external feed of forms for the public
<i>Green Zone Environmental</i>	4 years	General address info., Summer Youth Prg, SSN, resumes	Quick Base Yearly upgrade.	DDOE Web site provides external feed of forms for the public

Attachment 12a – FY13 Budget and Spending

**Question 12. Budget and Spending
District Department of the Environment**

Program	FY13 Budget	Total Expenditures	Available balance	Explanation
1000 - AGENCY MANAGEMENT PROGRAM	2,981,235.31	2,575,049.99	406,185.32	Surplus due primarily to lower intra-District payment to OAG for attorney costs due to vacancies.
100F - AGENCY FINANCIAL OPERATIONS	401,241.74	348,161.86	53,079.88	Local surplus primarily in personnel services due to vacancy.
2000 - NATURAL RESOURCES	21,076,937.29	16,025,567.48	5,051,369.81	Surplus primarily in two special purpose revenue funds-- Stormwater Permit Review (\$3.2M), and Anacostia River Clean Up Fund (\$887K) due to timing of the roll-out of the implementation of the new MS4 Permit issued by EPA, and conservative spending of the Anacostia River Clean-Up Fund to ensure fund balance for future use.
3000 - ENVIRONMENTAL SERVICES	12,175,793.94	9,582,526.92	2,593,267.02	A surplus in special purpose revenue funds is largely due to the Brownfield Revitalization Fund (\$1.35m) utilizing capital funds for remediation work, and Pesticide Registration Fund vacancies.
4000 - POLICY AND SUSTAINABILITY	658,742.56	584,451.71	74,290.85	Small surplus in Green Building Fund MOU due to vacancy.
5000 - COMMUNITY RELATIONS	964,433.19	912,645.25	51,787.94	Surplus primarily in the Anacostia River Clean Up Fund (\$46K) for advertising.
6000 - ENERGY	41,436,115.93	39,354,798.62	2,081,317.31	Surplus in the Sustainable Energy Trust Fund in SEU Administration (\$309k) primarily due to vacancies, the Energy Assistance Trust Fund (\$375k), and ARRA grants (\$560k).
7000 - ENFORCEMENT AND ENVIRONMENTAL JUSTICE	295,384.25	288,467.76	6,916.49	Slight surplus in personnel services.
8000 - GREEN ECONOMY	574,149.80	529,677.38	44,472.42	Surplus due to vacancy and hiring freeze.
Grand Total*	80,564,034.01	70,201,346.97	10,362,687.04	

* Includes Intra-District activity (budget of \$1.022m); whereas CAFR excludes Intra-District activity.

Attachment 12b – FY14 Budget and Spending

Question 12. Budget and Spending
District Department of the Environment

Program	FY14 Budget	Total Expend & Oblig.	Available balance	Explanation
1000 - AGENCY MANAGEMENT PROGRAM	5,810,267.85	2,571,745.34	3,238,522.51	Personnel services (PS) budget is more than half of available funds (PS commitments are not shown as such until spent), and agency is on track to spend personnel as well as non-personnel funding.
100F - AGENCY FINANCIAL OPERATIONS	1,561,868.64	333,347.00	1,228,521.64	Personnel services budget is the majority of available funds, and plans for non-personnel available funds include an MOU currently in process.
2000 - NATURAL RESOURCES	27,571,462.45	6,803,071.33	20,768,391.12	Personnel services budget comprises about 45% of available funds, and available non-personnel budget is planned for spending on initiatives such as those in the Stormwater Permit Review fund.
3000 - ENVIRONMENTAL SERVICES	14,357,279.10	2,926,065.60	11,431,213.50	Personnel services budget is about half of available funds, and agency is on track to spend personnel as well as non-personnel funding. Plans for non-personnel funds include the Clean Land/Brownfield Revitalization funds and EPA grants.
4000 - POLICY AND SUSTAINABILITY	1,311,739.51	154,302.91	1,157,436.60	Personnel services budget is about half of available funds, and currently vacancies are in the process of being filled. Non-personnel available funds are mainly in the Green Building MOU, and is on track to be used for community grants.
5000 - COMMUNITY RELATIONS	985,214.62	280,064.99	705,149.63	Personnel services budget is the majority of available funds, and the available non-personnel funds have planned commitments.
6000 - ENERGY	48,873,897.74	26,419,493.05	22,454,404.69	Personnel services budget is \$3.6m of available funds, and is planned to be spent. Close to 40% of the available funds are for the Low-Income Heating Assistance Program (\$8.7m), while the REDF fund (\$7.6m) will increase spending upon revenue collection in the spring.
7000 - ENFORCEMENT AND ENVIRONMENTAL JUSTICE	555,710.79	145,684.90	410,025.89	Personnel services budget is almost the full amount of available funds.
8000 - GREEN ECONOMY	506,658.32	79,950.95	426,707.37	Personnel services budget is almost the full amount of available funds.
9000 - PAYROLL CLEARING/DEFAULT		65,559.95	(65,559.95)	Payroll costs to be allocated. Leave costs (annual, sick, holiday, etc) for FTEs paid from more than one grant are placed in a clearing account, then allocated proportionally according to time worked on each grant.
Grand Total	101,534,099.02	39,779,286.02	61,754,813.00	

Attachment 13a – FY13 Reprogrammings

**DISTRICT DEPARTMENT OF THE ENVIRONMENT
FY 2013
REPROGRAMMING LOG**

PROGRAM	ACTIVITY (RC)	GRANT/PROJECT NO./PHASE	REPROGRAMMING AMT.	FUNDS FROM COMP OBJECT (s)	TRANSFER FUNDS TO COMP OBJECT (s)	FUND	INDEX (s)	PCA (s)	DESCRIPTION
3000	3050	11EVLU/11	\$ 40,500.00	0125	0409	8201	211LU	3050A	This reprogramming is necessary in order to make funds available in contracts as awarded by EPA in the grant award to complete the UST branch database upgrade in FY13.
3000	3050	11EVST/11	\$ 12,000.00	0125	0409	8201	211ST	3050A	This reprogramming is necessary in order to make funds available in contracts as awarded by EPA in the grant award to complete the UST branch database upgrade in FY13.
3000	3050	12EVHT/12	\$ 80,000.00	0111/0147/0523	0409	8205	252HT	3050A/2070A	Transfer of funds from personnel services to cover a contract in accordance with the grant award.
6000	6040	N/A	\$ 95,896.44	0111/0125/0147/	0111/0147/0308/041	6201/6202/6	S6201/S6202/ S6203/S6204	6020A/6040A	This is to reprogram o-type funds, Lifeline (6201), Residential Aid Discount (6202), Residential Essential Service (6203) and Customer Assistance Program (6204), to align the budgets with the one to which each utility has consented and was approved by the Public Service Commission of the District of Columbia. The reprogramming is necessary to distribute the administrative costs of Utility Discount Program evenly across each utility's respective special purpose administrative fund.
2000	2030	N/A	\$ 33,904.75	0111	0147/0210/0308/04 02/0408/0419/0704	0100	1000X/1000L	2030A	Funds are needed in Comp Source Group 0014, 0020,0030,0040, and 0070 to ensure that employees are compensated in accordance with District requirements and that staff have the supplies and equipment needed to perform the required duties.
7000	7010	13IDCR/13	\$ 50,000.00	0111/0147	0417	8201	213CR	7010A	The reprogramming is necessary to ensure DDOE has adequate funding for the agency-wide enforcement database project in FY13.
VARIOUS	VARIOUS	N/A	\$ 102,685.00	0111/0147	0111/0147	0100	1000L	3050A/1030 A/2080A	These funds are needed to support the cost of a Program Support Assistant and a Support Services Specialist. The Agency Management Program hired a Program Support Assistant to work on administrative matters and support functions. In addition, the Watershed Protection Division hired a Support Service Specialist to handle increased demand at the One Stop Center related to the soon to be released stormwater regulations and ongoing awareness of floodplain guidelines and sustainable plans.
3000	3090	N/A	\$ 175,611.82	0523/011/0125/ 0147	0409/0203/0424/07 02	6700	EPD4E	3090A	and other services related to the screening and home assessment services provided to lead-exposed children and children suffering
2000	2080	10EVNI/10	\$ 112,400.00	0506	0409	8201	210NI	2080A	The reprogramming is necessary in order to meet the state grant plan for FY 13 .

**DISTRICT DEPARTMENT OF THE ENVIRONMENT
FY 2013
REPROGRAMMING LOG**

PROGRAM	ACTIVITY (RC)	GRANT/PROJECT NO./PHASE	REPROGRAMMING AMT.	FUNDS FROM COMP OBJECT (s)	TRANSFER FUNDS TO COMP OBJECT (s)	FUND	INDEX (s)	PCA (s)	DESCRIPTION
5000	5010	SEPSTM/10	\$ 81,071.20	0125/0147/0506	0408/0414/0201	8230	SEKG1	5010A	be able to provide storm prep training, energy efficiency workshops, and advertising for energy efficiency
6000	6010	EECSTM/09	\$ 50,000.00	0408	0506	8230	HR9EE/SB9EE	6010A	reprogramming is needed to increase HERS to the remaining available balance for FY 13
3000	3050	N/A	\$ 128,306.00	0409	11/0701/0702/0704/0709	654	SDOE/54PP4	3050A	Moving between object classes to implement Pesticide Education and Control Amendment Act of 2012.
6000	6030	LIEA13/13	\$ 800,000.00	0504	0504	8225	LHE13/LEM13	6030A	Moved 800k from LHE13 to LEM13 to cover LIHEAP Emergency Benefits
3000	3090	EPD409/00	\$ 75,000.00	0409	0506	6700	EPD4E	3090A	The reprogramming necessary in order to re-align available budget to effectively manage incidents of lead poisoning in children.
2000	2070	13EVWP/13	\$ 69,280.00	0409	0506	82011	213WP	2070A	The reprogramming is needed for the implementation of the approved federal grant work plan.
6000	6030A	LIEA12/12	\$ 292,942.08	6030A	6020A	8225	LPS12	6030A, 6020A	Funds were mistakenly placed in activity 6030; funds needed to be moved to 6020A.
5000	5010	SEP010/10	\$ 15,222.00	0011, 0014, 0040, 0070	0125, 0147, 0408, 0411, 0702	8220	30SEP	5010A	Reprogramming. Moving funds according to the approved federal state plan.
2000	2030	11EVAE/11	\$ 57,038.83	/0523/0704/0506	0125/0147/0210/0523/0704/0506	8215	251AE	2030A	Reprogramming to align budget with the new grant award number.
6000	6040	RERP09/00	\$ 215,281.48	6040A	6040A	6700	RERPE	6040A	Shifting funds from NPS to PS in order to cover personnel cost for REIP.
3000	3050	N/A	\$ 35,000.00	3050A	3050A	0645	S0645	3050A	Shifting funds from NPS to PS in order to cover personnel cost for the pesticide program.
3000	3080	11EVAP	\$ 3,848.00	0125/0147	0702	0700	74AP3	3080A	This reprogramming is done in order to fund the District's Clean Air Monitoring project P-card charges.
3000	3080	11EVAP	\$ 68,945.00	0125/0147/0408/0424	0201/0702/0710	0700	74AP3	3080A	This reprogramming is done in order to fund the District's Clean Air Monitoring project.
8000	8020	N/A	\$ 1,634.31	0210	0308	0700	D0708	8020A	The reprogramming is necessary to effectively procure equipment and services for the Mayor's Green Zone Environmental Program.
1000	0100/0600P	13EVCP/13EVFS/13EVMB/13EVP	\$ 684,656.76	VARIOUS	VARIOUS	0100/0600	VARIOUS	3050A/2050A	This is to request a technical adjustment to change the grant number on the local and special purpose revenue match funds of four grants (\$684,656.76). All other budget attributes will remain the same. In FY13 four grants that were anticipated to receive new awards instead had prior year grants extended.
2000	2080	N/A	\$ 270,000.00	0506	0506	0600	SRFOP	2080A	This reprogramming is done from one index to another within the Stormwater Enterprise Fund (fund 0654), in order to designate this amount as the local match needed for a federal grant

**DISTRICT DEPARTMENT OF THE ENVIRONMENT
FY 2013
REPROGRAMMING LOG**

PROGRAM	ACTIVITY (RC)	GRANT/PROJECT NO./PHASE	REPROGRAMMING AMT.	FUNDS FROM COMP OBJECT (s)	TRANSFER FUNDS TO COMP OBJECT (s)	FUND	INDEX (s)	PCA (s)	DESCRIPTION
2000	2080	10EVNI	\$ 112,400.00	0409	0506	8201	210NI	2080A	The reprogramming is necessary in order to accommodate sub-grants included in the Non-Point Source grant FY2013 grant award.
2000	2080	11EVCB	\$ 50,000.00	0111	0506	8201	211CB	2080	FY13 Budget reprogramming for grant # 11EVCB/11. The program is issuing a subgrant for Environmental education activities.
3000	3090	12EVL P	\$ 394,907.66	0111/0125/0147/0203/0523	0111/0125/0147/0203/0523	8201	213LP	3090A	The funds will be used to cover PS charges in a new grant number in the Lead program (original grant number was revised when new grant was made.)
3000	3080	13EVDE	\$ 97,842.42	0111/0703	0506	8201	213DE	3080A	This reprogramming will cover funds needed for a subgrant award for activity the Air Quality division, 3080.
2000	2030	11EVFS	\$ 3,284.41	0419/0424	0404	8215	251FS	1070A	This reprogramming is for additional fleet charges for activity 2030 (boat trailer charges)
1000	1090/105	13IDCR	\$ 41,000.00	0408/0506	0703	8201	213CR	1050A	This request to reprogram \$41,000.00 to enable the purchase of an additional fleet vehicle for use in response to environmental emergencies by the agency's Environmental Emergency Program Coordinator.
6000	6020	LIEA13	\$ 20,000.00	0417	0710	8225	LPS13	6020A	The reprogramming was requested to purchase IT hardware needed for LIHEAP software.
6000	6010	SHOP12	\$ 5,420.00	0402	0125/0147/0201/0702/0710	8220	SH P12	6010A	The reprogramming was requested to be in compliance with the approved federal state plan.
1000	90/7010/8010	13IDCR	\$ 56,000.00	0111/0125/0147/	0408/0417	8201	213CR	Various	To cover the GSC MOU and an IT contractor for in activity 1040.
6000	6030	LIEA12	\$ 146,471.04	0111/0125/0147/	0408/0417	8225	LPS12	6020A	This reprogramming will cover the new LIHEAP software (LIBERA)/311 services from the Office of Unified Communications.
6000	6010	EECSTM	\$ 885,457.32	0408	0506	8230	CC9EE/SB9EE	6010A	Reprogramming to correct budget. Budget was loaded incorrectly in object 0408. Should have been available to make grants in object 0506.
6000	6010	EECSTM	\$ 50,670.95	0147/0506	0147/0210/0408	8230	HR9EE	6010A	Reprogramming to the HERS project. The small business project will not be able to use all it's funds
2000	2030	11EVAE	\$ 57,124.80	0125/0147/0523/0704	0210/0506	8201	251AE	2030A	Reprogram to fund a subgrant approved by the US Fish and Wildlife Service
6000	6010	EECSTM	\$ 135,000.00	0506	0408	8230	HR9EE	6010A	Reprogramming to the HERS project. The small business project will not be able to use all it's funds
2000	2030	13EVTS	\$ 38,000.00	0408	0125/0147/0210/0523	8210	213TS	2030A	Reprogram to absorb cover salary, benefits, and indirect costs.

**DISTRICT DEPARTMENT OF THE ENVIRONMENT
FY 2013
REPROGRAMMING LOG**

PROGRAM	ACTIVITY (RC)	GRANT/PROJECT NO./PHASE	REPROGRAMMING AMT.	FUNDS FROM COMP OBJECT (s)	TRANSFER FUNDS TO COMP OBJECT (s)	FUND	INDEX (s)	PCA (s)	DESCRIPTION
6000	6010	EECSTM	\$ 15,189.36	0125/0147	0125/0147	8230	EEKG0	6010A	Reprogramming to absorb admin funds in activity 6040. No one else is charging to 1040.
5000	5010	SEPSTM	\$ 87,500.00	0147/0411/0506	0408/0414	8230	SEKG1	5010A	Reprogram to fund advertising for the education and outreach program.
2000	2030	VARIOUS	\$ 90,133.99	VARIOUS	VARIOUS	0100	VARIOUS	2030A	Reprogramming is necessary to provide for appropriate Local grant match amount.
2000	2070	N/A	\$ 36,800.00	0409	0506	0654	S3DOE	2070A	To reprogram from contractual services to grants in order to make grants. Correction from original budget load upon receiving grant award.
1000	1020/601	WAP010	\$ 130,430.96	/0201/0402/0411/0414/0424/04	0125/0147/0409/0494	8220	10/WGA10/WPO1/WHS1	6010A	The reprogramming was requested to align the budget with the approved grant award.

Attachment 13b – FY14 Reprogrammings

**DISTRICT DEPARTMENT OF THE ENVIRONMENT
FY 2014
REPROGRAMMING LOG**

PROGRAM	ACTIVITY (RC)	GRANT/ PROJECT NO./PHASE	REPROGRAMMING AMT.	TRANSFER FUNDS FROM COMP OBJECT (s)	TRANSFER FUNDS TO COMP OBJECT (s)	FUND	INDEX (s)	PCA (s)	DESCRIPTION
5000	5010	SEP010	\$ 718.54	0308	0408	8220	30SEP	5010A	The reprogramming move funds to 0308 to pay for WIFI capability for SEP outreach activities in the field.
6000	6010	LIEA14/14	\$ 214,366.00	0504	0125/0134/0147/0506	8220	1000W	6010A	The reprogramming is needed to ensure that adequate funding is available to provide eligible District low income residents with energy assessment and retrofits in their households under the WAP Program.
1000	1040/4010	14IDCR	\$ 90,499.00	0408	0125/0147	8201	214CR	1040A/8010A	The reprogramming was necessary in order to move non-personnel funds to personnel budget in the IT activity, where an additional staff member was hired.
2000	2080	14EVFE	\$ 13,000.00	0123/0201/0402/0410	0041	8207	214FE	2080A	The reprogramming was necessary in order to fulfill the grant requires. The funds were used to pay for a student intern, travel expenses, equipment and office supplies.
3000	3050	12EVHT/12	\$ 170,000.00	Various	0408	8205	252HT	3050A	Reprogramming of budget from grant No. 12EVLP to 13EVLP. EPA did not award a new grant for FY13.
3000	3090	12EVLP/12	\$ 499,205.94	0111/0125/0147/0201/0203/0408/0410/0424/0429/0523/0710	0111/0125/0147/0201/0203/0408/0410/0424/0429/0523/0710	8201	213LP	Various	Reprogramming budget authority from grant #12EVLP to 13EVLP, a new grant award was awarded.
3000	3090	13EVLP/13	\$ 26,000.00	0201	0703	8201	213LP	3090A	Healthy division staff to execute required compliance assistance and enforcement in the District of Columbia in a timely and efficient manner.
3000	3080	DMVCAM/00	\$ 21,000.00	0125/0147	0201/0402/0424/0702	0740	DMVC4	3080A	of \$21,000.00 in the DMVCAM project. These funds are currently budgeted in personnel services but projections indicate that there is more than adequate personnel services (PS) budget. to complete the project. Projections also indicate a need for Non Personnel budget(
VARIOUS	VARIOUS	N/A	\$ 180,000.00	0111/0147	0408	0100	1000L	VARIOUS	The reprogramming of \$180,000 of Local funds is to implement necessary health and safety measures in the District Department of Environment (DDOE).
2000	2080/2090	N/A	\$ 53,000.00	0111	0125/0147\0409/0506	0680/0654	S0680\S4ADM	2080A/2090A	authority in order to continue funding the DC Water-financed rain barrel/cistern project for the Bloomindale and LeDroit Park neighborhoods
2000	2090	SRF013\14	\$ 89,575.97	0409	0506	0654	S4DOE/SRF14	2090A	The District Department of Environment (DDOE) is requesting to reprogram \$89,575.97 of operating budget authority within the Storm Water Enterprise Fund in order to designate this amount as the local match needed for making a grant.
VARIOUS	VARIOUS	N/A	\$ 267,799.00	0408/0111/0125/0147	0408/0111/0125/0147/0308	0100	1000L	VARIOUS	This is to request the reprogramming of local funds in order that new personnel priorities can be reflected at the start of the new fiscal year. A grant reduction, special purpose revenue changes, and job duty adjustments necessitate a reprogramming of local budget between activities and budget categories.

**Attachment 14a – FY13 Intra-District
Transfers**

QUESTION - 14

FY 2013 Planned Intra-District Summary - DDOE as Seller Agency

Agency Name (Code): District Department of the Environment (KGo)

BUYING AGENCY	GRANT NO.	PROJECT CODE	DESCRIPTION OF SERVICES PROVIDED	FY13 AMOUNT
Child and Family Services Agency (RL0)	N/A	IDLBPA/13	DDOE was responsible for the administration and oversight of environmental laws, regulations, and programs, including lead-based paint hazard evaluation, control, abatement, and enforcement activities.	51,899.90
Department of Motor Vehicle (KV0)	N/A	DMVCAM/13	Enhanced Motor Vehicle Inspection and Maintenance (I/M) Program Quality Assurance and Performance Tracking Audit (Oversight) Services for Fiscal Year 2013	317,801.98
Department of Employment Services (CF0)	N/A	GZEPID/13	Mayor's Summer Green Jobs	206,076.05
District of Columbia Homeland Security and Emergency Management Agency (FL0)	N/A	HSEMA2/13	DDOE paid for consulting work to conduct workshops on hydrogic modeling using TR-55 software and Low Impact Development (LID) techniques.	15,000.00
Office of Planning (BD0)	N/A	SDCBCP/13	The Office of Planning requested the services of DDOE to develop and manage the FY13 Sustainable DC Budget Challenge program (Climate Action Plan" related to Global Warming).	290,000.00
Department of Consumer and Regulatory Affairs (CR0)	N/A	GREEN3/13	The funding supported the District's Green Building Initiative.	154,876.42
Office of Planning (BD0)	N/A	SDCBC3/13	The Office of Planning requested the services of DDOE to develop and manage the FY13 Sustainable DC Budget Challenge program-Trees.	380,750.77
TOTAL				1,416,405.12

QUESTION - 14

FY 2013 Planned Intra-District Summary - DDOE as Buyer Agency

** There is a signed letter of Intent for each project*

Agency Name (Code): District Department of the Environment (KG0)

SELLING AGENCY	Grant No	PROJECT CODE	DESCRIPTION OF SERVICES PROVIDED	FY 2013 AMOUNT
Office of the Attorney General (CB0)	VARIOUS	VARIOUS	Office of Attorney General - DDOE Attorneys	\$ 1,343,510.00
Office of the Chief Technology Officer (TO0)	N/A	N/A	DDOE requested the services of OCTO Enterprise Cloud and Infrastructure services to provide them with two Virtual Server with additional storage , SQL Database and database mirroring to support DDOE ICE database project.	\$ 51,958.00
Office of the Chief Technology Officer (TO0)	N/A	3CDWKG/01	GIS support services for DDOE Green Dash Board	\$ 7,916.44
Office of the Chief Technology Officer (TO0)	N/A	N/A	IT Server support	\$ 89,000.00
Department of Health and Human Services (JA0)	N/A	N/A	Payment of the Energy Assistance benefits for the Heat and Eat programs to DHS for TANF recipients who have the Electronic Benefit Transaction (EBT) cards.	\$ 80,000.00
Office of Tax and Revenue (AT0)	N/A	N/A	OTR provided compensable services to DDOE in the form of collection, audit and transmittal of funds for the benefit of the Anacostia River Clean Up.	\$ 67,472.00
Office of Unified Communications	LIEA13/13	DDOE13/13	DDOE has requested that the OUC through the Mayors Citywide Call Center, support call related to the Low Income Home Energy Assistance	\$ 250,836.00
District of Columbia Water and Sewer Authority (DC Water)	N/A	SWM05C	The goal of this MOU is to improve water quality in the Anacostia and Potomac Rivers for the benefit of District residents, visitors, wildlife and the environment.	\$ 1,000,000.00
Department of General Services (AM0)	SRF012/13	CWC01C/04, SWM05C	This project will allow DGS to fulfill its responsibilities for the implementation of green roofs.	\$ 2,100,000.00
Department of Public Works (KT0)	N/A	SWA003/13	Implementation of enhanced street sweeping.	\$ 490,000.00
Office of Administrative Hearings (FS0)	N/A	DDOE00/13	OAH adjudicated matters prosecuted by DDOE pursuant to the Civil Infractions Act and other applicable law descibed in the MOU.	\$ 45,000.00
Office of Disability Rights (JR0)	N/A	IDCASL/13	Transfer of funds for reimbursement for Sign Language Intrepreter (SLI) Services	\$ 2,000.00
Office of Planning BD0)	N/A	N/A	These funds were for completing work for the Mayor's sustainable DC effort.	\$ 20,000.00

QUESTION - 14

District Department of Transportation (KA0)	N/A	SWM04C/ CWC01C	Transfer of funds for Riversmart project with DDOT.	\$ 1,121,000.00
DC Office of Cable and Television (CT0)	SEPSTM/09	SEPKG001	production of the video project and the post production work to be done in connection with the video project.	\$ 3,000.00
Government Services Cluster (KT0)	13IDCR/13	N/A	Shared Services	\$ 338,973.00
Department of Public Works (KT0)	N/A	N/A	Fixed Costs - Fuel Automotive	\$ 21,655.00
Office of Finance and Resource Management (AS0)	N/A	N/A	Fixed Costs - Telephone	\$ 30,946.00
Office of Finance and Resource Management (AS0)	N/A	N/A	Fixed Costs - Electricity	\$ 8,109.18
Department of Real Estate Services (AM0)	N/A	N/A	Fixed Costs - Security	\$ 29,253.00
Department of Public Works (KT0)	N/A	N/A	Fixed Costs - Fleet Services	\$ 80,333.11
Office of Finance and Resource Management (AS0)	N/A	N/A	Fixed Costs - Postage	\$ 25,792.00
TOTAL				\$ 7,206,753.73

**Attachment 14b – FY14 Intra-District
Transfers**

QUESTION - 14

FY 2014 Planned Intra-District Summary - DDOE as Seller Agency

Agency Name (Code): District Department of the Environment (KG0)

BUYING AGENCY	GRANT NO.	PROJECT CODE	DESCRIPTION OF SERVICES PROVIDED	FY14 AMOUNT
Child and Family Services Agency (RL0)	N/A	IDLBPA/00	DDOE is responsible for the administration and oversight of environmental laws, regulations, and programs, including lead-based paint hazard evaluation, control, abatement, and enforcement activities.	60,000.00
Department of Motor Vehicle (KV0)	N/A	DMVCAM/00	Enhanced Motor Vehicle Inspection and Maintenance (I/M) Program Quality Assurance and Performance Tracking Audit (Oversight) Services for Fiscal Year 2014.	331,135.00
Department of Consumer and Regulatory Affairs (CR0)	N/A	GRBLDG/00	The funding is to support the District's Green Building Initiative.	362,000.00
TOTAL				753,135.00

QUESTION - 14

FY 2014 Planned Intra-District Summary - DDOE as Buyer Agency

** There is a signed letter of Intent for each project*

Agency Name (Code): District Department of the Environment (KG0)

SELLING AGENCY	Grant No	PROJECT CODE	DESCRIPTION OF SERVICES PROVIDED	FY 2014 AMOUNT
Office of the Attorney General (CB0)	VARIOUS	VARIOUS	Office of Attorney General - DDOE Attorneys	\$ 1,454,100.00
Office of Tax and Revenue (AT0)	N/A	N/A	Anacostia River Clean Up activities.	\$ 71,023.00
Office of Unified Communications	LIEA14/14	DDOE14/14	DDOE has requested that the OUC through the Mayors Citywide Call Center, support call related to the Low Income Home Energy Assistance (LIHEAP)	\$ 272,717.00
District Department of Transportation (KA0)	N/A	SWM05C	This MOU provides funding For construction of the Riversmart Washington Demonstration project.	\$ 275,000.00
District Department of Transportation (KA0)	SRF013/14	CWC01C/04, SWM05C	DDOE is requesting DDOT to perform storm water-related work. \$5,019,156m and DDOT will match with \$1.022.400m.	\$ 5,019,156.00
Department of General Services (AM0)	N/A	ARC08C/04	DGS will be undertaking improvements to DC Public Schools' (DCPS) campus recreational facilities at Simon Elementary.	\$ 893,000.00
Office of Administrative Hearings (FS0)	N/A	DDOE00/14	OAH adjudicateD matters prosecuted by DDOE pursuant to the Civil Infractions Act and other applicable law descibed in the MOU.	\$ 45,000.00
TOTAL				\$ 8,029,996.00

**Attachment 15 – Special Purpose Revenue
Accounts**

**District Department of the Environment (DDOE)
Special Purpose Revenue Accounts**

QUESTION - 15

Data as of 2/10/14

Fund Code	Fund Detail Title (Name)	The Sources/ Description of Funding	Who Pays?	FY13		FY 14 YTD		Purpose of Expenditures
				Actual Revenue Collection	Actual Expenditures	YTD Revenue	YTD Expenditures/Obligations	
0602	Air Quality Construction Permits Fund	Fee paid for smoke stacks operating in the District of Columbia	Operators	173,361	76,824	17,943	26,070	Funds are generated by the Air Quality activity and are used for personnel services as a match to the air pollution federal grant.
0603	Fishing License Fund	Virginia shoreline or National Park lands fishing requires DC license	Anglers	81,112	85,258	8,481	19,863	Funds are generated by the sale of fishing licenses and are used for the administration of fishing license program.
0604	Oil Spill Fund	Funds used for pollution removal and prevention. Source of funds penalties and other charges.	Violators	0	0	0	0	Emergency clean-up services for DC waters. This is a relatively new fund. No revenues were generated in FY 11 or YTD.
0609	Lust Trust Fund	Leaking underground storage tank costs recovered	Violators responsible for the leaking underground storage tank.	0	30,772	0	0	The expenditures are for underground storage tank clean-up activities. No revenues or expenditures have occurred. The fund balance of \$41k is for emergency clean-up purposes.
0634	Soil Erosion / Sediment Control Fund	Permit fees	Developers	483,975	477,980	650,791	133,509	Funds are generated by the Natural Resources program and expenditures are for water quality improvement, storm water and sediment control inspections, and a computer-based reporting system. Significant personnel costs are associated with inspection (BMP construction and maintenance inspections, and storm water management plan reviews), managing the expanded River Smart Homes program and for engineers with expertise in green infrastructure and low-impact development storm water management experience. Revenues have been lower than in previous years due to less economic activity.
0645	Pesticide Product Registration Fund	Product registration for pesticides used in DC (registered with the Department of Environmental Science)	Pesticide Applicators	1,024,655	867,598	1,646,830	328,521	Funds are generated by the Toxic Substances activity and used for water sampling w/US Geological Service; file structure improvements; and personnel services costs for medical monitoring, pesticide lab, recertification conference, and outreach education for UDC
0646	Storm Water Fees	Source: Persons engaged in land-disturbing activities Use: Used for costs incurred by DDOE in reviewing plans, conducting inspections to determine compliance, and enforcement.	Construction Companies/Development Companies	152,818	133,667	369,834	1,081	Generated by the Natural Resources program and used for costs incurred by DDOE in reviewing plans, conducting inspections to determine compliance, and enforcement.
0654	Storm Water Permit Review (note: expenditures include operating of \$6.8m and capital of \$1.45m.)	Source: Fees paid by property owners for the District's conveyance of storm water runoff there from. Use: Storm water management measures, such as enhanced street cleaning, installation of storm water controls on roadways, and increased cleaning and maintenance of storm drains.	DCWASA Ratepayers	12,977,609	6,808,476	3,442,958	3,491,102	Generated by fees related to impervious drainage. Collected by DC Water and transferred quarterly to DDOE. Expenditure are primarily for storm water retrofit projects throughout the MS4 area, including installation of green roofs, rain barrels, rain gardens to meet MS4 permit requirements.

**District Department of the Environment (DDOE)
Special Purpose Revenue Accounts**

QUESTION - 15

Data as of 2/10/14

Fund Code	Fund Detail Title (Name)	The Sources/ Description of Funding	Who Pays?	FY13		FY 14 YTD		Purpose of Expenditures
				Actual Revenue Collection	Actual Expenditures	YTD Revenue	YTD Expenditures/Obligations	
0655	Storm Water In-Lieu Fee	Source: Fees paid by regulated construction projects as a mitigation option if they do not meet their on-site storm water retention obligation. Use: DDOE shall install and maintain retention capacity within the District to off-set retention that was not achieved on-site by regulated development projects.	Major land-disturbing activities or major substantial improvement activities.	NA	NA	0	0	Generated by regulated projects that chose to meet a portion of the storm water runoff retention requirements "off-site" by paying DDOE a Fee-In-Lieu payment. DDOE will utilize the fund to install and maintain storm water retention practices as a mitigation action for regulated projects.
0662	Reliable Energy Development Fund	Source: Electricity suppliers (see § 34-1434); persons paying back loans and grants obtained to assist in creating new solar energy sources in the District Use: Used to incentivize creation of new solar energy sources.	Electricity Suppliers in the City	5,290	128	650	81,855	Revenues generated by the Energy Program and used for incentives.
0663	Brownfield Revitalization Fund	Settlement funds from CSX and Application Fees for certification of voluntary clinic.	Applicants involved in remediation activity	91,433	759,368	20,000	660,550	Generated by the Toxic Substances activity and used primarily to cover remediation-related costs. the revenues in this fund are from the CSX settlement.
0667	Wetlands Fund	A Fund to finance the removal of pollutants. The Mayor may use the fund to repair or replace aquatic habitat that is damaged or destroyed by activities in wetlands or on <u>underwater lands</u> .	Developers	1,914,300	50	0	16,591	Revenues will be generated by the Natural Resources program.
0670	Anacostia River Clean Up and Protection Fund.	Defined retail establishments charge consumers at the time of a purchase a fee for disposable carryout bag. The fees are to be deposited in the Anacostia River Clean Up and Protection Fund ("Fund"). Voluntary tax check-off monies collected from the tax check-off to also be deposited in the Fund.	Customers pay bag fee at place of purchase	2,072,751	842,896	490,417	840,634	A Natural Resources program fund. All funds used for purposes related to Anacostia River clean-up, including contractual services and grants.
0680	Payments from Independent Agencies (DC Water for rain barrels)	A Fund to install cisterns and rain barrels in the sewer shed draining to Bloomingdale (Funds from DC Water)	DC Water	85,704	85,704	0	0	Funds are to be used to control storm water runoff through the installation of rain barrels and cisterns in the sewer shed draining to Bloomingdale. Part of a larger city-wide effort to address flooding issues in this neighborhood.
6201	Economy II Fund	Verizon and Communications Utility Discount Programs Funds	The fee for this program is \$48,000.68. The fee is set by the utility companies.	79,353	79,353	0	21,767	Revenues from Verizon used by the Energy program primarily for the Joint Utility Discounts Day (JUDD)
6202	Residential Aid Discount	Source: A subsidy provided by PEPCO, to its customers, with funds coming from ratepayers. Funds transferred from EATF to Pepco for this purpose. Assessment of ratepayers in DC Code.	The fee for this program is \$51,464.99. The fee is set by the utility companies.	77,393	77,393	2,055	40,989	Revenues from Pepco used by the Energy program primarily for the Joint Utility Discounts Day (JUDD)
6203	Residential Essential Services	Source: A subsidy provided by Washington Gas, with funds from ratepayers. Funds natural gas bill discounts for low income customers	The fee for this program is \$43,371.68. The fee is set by the utility companies.	77,394	77,394	25,432	40,741	Revenues from Washington Gas used by the Energy program primarily for the Joint Utility Discounts Day (JUDD)

**District Department of the Environment (DDOE)
Special Purpose Revenue Accounts**

QUESTION - 15

Data as of 2/10/14

Fund Code	Fund Detail Title (Name)	The Sources/ Description of Funding	Who Pays?	FY13		FY 14 YTD		Purpose of Expenditures
				Actual Revenue Collection	Actual Expenditures	YTD Revenue	YTD Expenditures/Obligations	
6204	WASA Utility Discount Program	Source: The purpose of this fund to determine income eligibility for participation in the Customer Assistance Program (CAP) discount program offered by the Water and Sewer Authority (WASA), as mandated by the WASA Board. DDOE uses funds from administrative fee to determine eligibility of DDOE uses federal low-income guidelines to determine if residents qualify for the discounts.	The fee for this program is \$70,523.80.	77,395	77,395	25,409	40,742	Revenues from WASA used by the Energy program primarily for the Joint Utility Discounts Day (JUDD)
6400	DC Municipal Aggregation Program (MAP)	Source: Fee imposed on aggregation contracts Use: DC Municipal Aggregation Program; fee imposed on aggregation contracts.	Winning electricity supplier	225,713	34,103	101,265	14,448	Revenues generated by the Energy program and used for the DC Municipal aggregation program, mainly personnel costs, printing, and advertising.
6700	Sustainable Energy Trust Fund	Source: Funded by an assessment on the natural gas and electric companies, and from the sale of credits associated with the Regional Greenhouse Gas Initiative or any successor program. Use: Sustainable Energy Utility ("SEU") contract, administration of SEU by DDOE, SEU Advisory Board expenses, existing electricity programs (Weatherization Plus, Low Income Appliance Replacement Program, and Weatherization and Rehabilitation), existing natural gas programs Heating System Repair, Replacement and Tune-Up Program, Residential Weatherization and efficiency Program, Energy Awareness Program, and Saving Energy in DC Schools), renewable energy incentive program, and energy efficiency program.	Natural Gas & Electric companies & regional greenhouse gas credits	20,766,135	21,747,174	4,969,020	18,406,299	Revenues are generated per the CAEA from Pepco and Washington Gas and used by the Energy program specifically for projects included in the CAEA, including the SEU.
6800	Energy Assistance Trust Fund	Source: Funded by an assessment on natural gas and electric companies Use: Funds are to be used solely on existing low-income energy assistance programs (LIHEAP Expansion and Energy Education, RAD Expansion, RAD Arrearages Retirement and Education Program, and Residential Essential Service Expansion and Awareness Program); and the Residential Aid Discount subsidy.	Natural Gas & Electric companies	2,477,790	1,995,128	590,728	146,126	Revenues are generated according to the CAEA from Pepco and Washington Gas and used by the Energy program for low income energy assistance programs specified by the CAEA..
6900	Special Energy Assessment Fund (PACE)	Source: Fees paid by property owners who use PACE financing to fund energy efficiency improvements. There are two fees that are distributed to DDOE. The first fee is a one-time fee that is paid when the PACE loan closes. The second fee is an ongoing servicing fee that is part of the semi-annual PACE payment.	Property owners who use PACE financing to fund energy efficiency improvements	1,700	0	213	0	These revenues are meant to help defray the District's cost of overseeing the D.C. PACE program.
Totals				42,845,881	34,256,661	12,362,026	24,310,886	

Attachment 16 – Capital Funds

DISTRICT DEPARTMENT OF THE ENVIRONMENT CAPITAL FUNDS

QUESTION-16
CAPITAL FUNDING

Fund	Project Title	Description and Planned Remaining Spending	Status Report and Timeframe for	Budget Allotment	Expenditures	Total Obligations	Available Balance	Project Status
0300-CAPITAL FUND - OTHER	ARC08C-WATTS BRANCH STREAM RESTORATION	Watts Branch /Anacostia River stream restoration projects. Improvement of water quality and habitat of the District's portion of Anacostia River.	60%	2,248,391.34	1,355,300.03	893,000.00	91.31	Remaining \$893k is obligated for work on a DC School per an MOU.
0301-CAPITAL FUND - OTHER	BAG04C-BAG LAW FUND	This project will allow the DDOE as prioritized in Sec. 6 (b) of the Anacostia River Clean Up and Protection Act of 2009, many of the initiatives implemented using Fund 0670 are capital in nature, such as designing and restoring streams, designing and installing trash capture device, repairing and maintaining water quality structures, and retrofitting impervious surfaces with green roofs and other practices to minimize negative effects of stormwater runoff	38%	1,722,000.00	649,198.67	307,267.33	765,534.00	This project was established to construct trash reduction devices and implement stream restorations in District waterways as directed by the Anacostia River Clean Up and Protection Act of 2009. The use of the funds under this project will continue in order to restore the District waterways to their designated use of being fishable and swimmable.
0350-CAPITAL FUND - FEDERAL	CBO04C-CHESAPEAKE BAY TRUST O STREET PROJECT	DDOE and DGS have partnered to reopen a segment of O St NW as a green street. This new segment is located directly behind the newly renovated Dunbar High School in the Mount Vernon Circle neighborhood. Once completed the street will include 33 bioretention cells planted with native vegetation, designed to retain over 1.2" of rainfall from 1.2 acres. This project effectively demonstrate the use of green infrastructure at reducing large volumes of stormwater from reaching the District's combined sewer system. DDOE and DGS received a \$95,000 grant from the Chesapeake Bay Trust in June 2013 to help pay for the project.	0%	95,000.00	0.00	0.00	95,000.00	Construction is expected to begin Spring 2014, with completion sometime in late summer.
0301-CAPITAL FUND - OTHER/0350-CAPITAL FUND - FEDERAL	CWC01C-CLEAN WATER CONSTRUCTION MANAGEMENT	This project provides funding from the U.S. Environmental Protection Agency to the District for the construction of waste water treatment facilities and associated infrastructure, green projects, nonpoint source projects and program administration.	18%	8,331,646.00	1,529,041.60	6,472,604.15	330,000.25	DDOE receives annual grant awards from the EPA for the installation of green infrastructure. Typical infrastructure that is constructed with these funds include green roofs on District buildings, green streets, stream restorations and end-of-pipe pollution reduction systems. Multiple projects are identified for each annual grant and must be pre-approved by EPA before utilizing these funds. As there are multiple projects for each annual grant included under this project, the status is on-going.
0301-CAPITAL FUND - OTHER	DOB01C-DDOE OFFICE BUILD OUT	DDOE - Build out project for 1200 First Street.	54%	535,749.00	287,950.00	0.00	247,799.00	The funds will be transferred to EOM.

QUESTION-16

0350-CAPITAL FUND - FEDERAL	ENV01C-NONPOINT SOURCE EPA - CAPITAL	The 319 capital project will be used for design and implementation of stream restoration and Low Impact Development projects as described in the District's 319 workplan to EPA. The projects are managed by the Watershed Protection Division and this capital project will receive annual funding via the 319 grant. The purpose of the project is "To assist the recipient in implementing the EPA approved Clean Water Act Section 319 nonpoint source (NPS) management program and activities"	0%	455,749.84	0.00	0.00	455,749.84	The projects to be funded under this capital project are currently under design. Construction (and fund drawdowns) are expected in early FY15.
0300-CAPITAL FUND - OTHER/ 0301 CAPITAL FUND OTHER	HMRHMC-HAZARDOUS MATERIAL REMEDIATION - DDOE	This project involves the identification, analysis, removal, and/or encapsulation of hazardous materials that prevents full use of the Anacostia River.	13%	2,990,000.00	380,674.62	63,448.16	2,545,877.22	The funding currently be using from HMRHMC are going towards the Anacostia River Sediment Project. A remedial investigation workplan has been drafted, along with a community involvement plan, a field sampling plan, and a health and safety plan. Other work conducted with HMRHMC
7750- CAPITAL INTRA-DISTRICT	SDCBCP-SUSTAINABLE DC BUDGET CHALLENGE PROJECT	Sustainable DC Challenge Program.	2%	290,000.00	5,064.19	0.00	284,935.81	The remaining funds will be redirected to another project selected by the Mayor.
0301-CAPITAL FUND - OTHER	SUS04C-SUSTAINABLE DC FUND-2	While implementation of the Sustainability Plan will largely result from deploying existing capital and operating dollars in different ways to achieve a broader range of objectives, initially agencies may need to conduct feasibility studies or run small demonstration projects to test the efficacy of some new approaches: e.g., studying the feasibility of using DC government buildings to host solar collectors or wind turbines, or grow food; or the scalability of neighborhood or Ward-level composting facilities as part of a Zero Waste strategy.	0%	2,557,000.00	0.00	0.00	2,557,000.00	Project proposals are under review by the Mayor. We anticipate funding 7 projects. 10% of these funds will be used to fund DDOE staff working on the initiative. Projects will kick-off Summer 2014.
0300-CAPITAL FUND - OTHER/ 0301 CAPITAL FUND OTHER	STORM WATER CAPITAL (SWM04C/03, SWM05C/04)	These funds are for storm water projects to fulfill its responsibilities for the implementation of the District's National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit issued by the Environmental Protection Agency (EPA). MOUs are being developed with District sister agencies in compliance with the MS4 Permit, including the procurement of engineering design services for Low Impact Development Projects (LID), construction of stand-alone LID projects in the right of way, tree plantings, periodic maintenance of LID projects, and salaries of personnel involved in the development of these activities.	52.15%	30,274,610.00	15,786,750.89	8,571,087.80	5,916,771.31	This project was established to construct stormwater management infrastructure as required to comply with the District's Municipal Separate Storm Sewer System (MS4) Permit issued by the Federal EPA. Typical infrastructure includes green roofs on District buildings, green streets and end-of-pipe pollution reduction systems. The MS4 Permit is re-issued by the EPA every five years and has specific metrics that must be met during that time frame, such as a minimum area of impervious surface which must be retrofitted. The use of these funds will continue to implement numerous projects to meet the on-going obligation to improve water quality.
TOTAL				65,700,146.18	23,013,704.06	23,873,121.40	18,813,320.72	

Attachment 17a – FY13 Grants

**District Department of the Environment (DDOE)
Listing of Grants - FY 13**

Question 17

Grant No	Grant Phase	Grant Title	Budget - FY 2013	Expenditures - FY 2013	Available Balance - FY 2013
10EVBG	10	STATE RESPONSE GRANT	212,996.92	212,996.92	0.00
10EVNI	10	NONPOINT SOURCE IMPLEMENTATION FY 2010	7,600.00	7,600.00	0.00
11EVAE	11	AQUATIC RESOURCE EDUCATION PROGRAM	176,734.70	176,734.70	0.00
11EVAP	11	AIR POLLUTION CONTROL	1,407,783.07	1,129,064.21	278,718.86
11EVCB	11	CHESAPEAKE BAY IMPLEMENTATION-FY11	672,349.40	672,349.40	(0.00)
11EVCP	11	CORE PROGRAM COOPERATIVE	34,751.35	34,751.35	0.00
11EVFS	11	FISHERIES MANAGEMENT STUDIES	549,527.19	540,820.15	8,707.04
11EVLG	11	DC CHILDHOOD LEAD POISONING PREVENTION	127,722.96	127,722.96	0.00
11EVLU	11	LEAKING UNDERGROUND STORAGE TANK	572,855.64	572,855.64	0.00
11EVNI	11	NONPOINT SOURCE IMPLEMENTATION-FY11	86,361.77	86,361.77	0.00
11EVPP	11	PERFORMANCE PARTNERSHIP (PESTICIDE)	422,954.94	419,492.66	3,462.28
11EVPR	11	PRE-REMEDIAL RESPONSE PROGRAM	124,808.50	124,808.50	0.00
11EVRA	11	CHESAPEAK BAY REG & ACCOUNTABILITY	548,215.08	548,149.04	66.04
11EVST	11	UNDERGROUND STORAGE TANK	380,194.59	380,194.59	0.00
11EVWS	11	WILDLIFE SURVEY FY11	131,527.80	131,527.80	0.00
12EVAM	12	AMBIENT AIR MONITORING	93,202.69	93,202.69	0.00
12EVCV	12	CLEAN VESSEL ACT PUMPOUT PROGRAM	7,500.00	7,500.00	0.00
12EVFC	12	FEMA - CTP/CAP	5,202.25	5,202.25	0.00
12EVHT	12	HAZARDOUS AND TOXIC WASTE CLEAN UP	462,590.75	462,590.75	0.00
12EVIR	12	STATE INDOOR RADON	138,185.65	138,185.65	0.00
12EVMB	12	MIGRATORY BIRD SURVEY	81,565.94	69,850.22	11,715.72
12EVNI	12	NONPOINT SOURCE IMPLEMENTATION FY 2012	56,512.33	52,577.28	3,935.05
12EVUB	12	DC URBAN BIRD TREATY	70,000.00	55,839.00	14,161.00
13EVAE	13	AQUATIC RESOURCE EDUCATION PROGRAM	171,332.01	171,332.01	0.00
13EVDE	13	DC DIESEL EMISSION REDUCTION ACT	17,884.74	17,884.74	0.00
13EVFC	13	FEMA - CTP/CAP	17,650.00	5,002.85	12,647.15
13EVFE	13	FEMA - DC CAP SSSE	36,176.00	32,998.81	3,177.19
13EVFM	13	FISHERIES MANAGEMENT COORDINATION	396,262.89	367,328.34	28,934.55
13EVLG	13	STATE LEAD GRANT ENFORCEMENT/404G	273,115.45	273,115.45	0.00
13EVNI	13	NONPOINT SOURCE IMPLEMENTATION-FY13	404,025.25	404,025.25	(0.00)
13EVSC	13	SUSTAINABLE CITIES - USA/France	4,326.70	4,326.70	0.00
13EVMW	13	WILDLIFE MANAGEMENT - FY 13	4,338.27	4,338.27	0.00
13EVWP	13	WATER POLLUTION CONTROL	1,105,582.11	1,105,582.11	0.00
13EVWQ	13	WATER QUALITY MANAGEMENT PLANNING	100,000.00	100,000.00	0.00
71EHWE	7	WILD LIFE EDUCATION PROGRAM	39,536.12	32,863.38	6,672.74
81EVCA	8	CONSTRUCTION MANAGEMENT	43,992.70	43,992.70	0.00
81EVSD	8	SAFE DRINKING WATER	20,808.51	20,808.51	0.00
81EVWT	8	NE WILDLIFE TEAMWORK STRATEGY	7,025.09	7,025.09	0.00
91EVAR	9	AQUATIC RESOURCES CENTER MAINTENANCE	5,348.64	5,348.64	0.00
94EVNI	9	NONPOINT SOURCE IMPLEMENTATION	215,459.35	215,459.35	0.00
LIEA12	12	LIHEAP FY2012	1,209,047.30	1,209,047.30	0.00
LIEA13	13	LIHEAP - FY 2013	9,332,674.31	9,332,323.45	350.86
SEP010	10	STATE ENERGY PROGRAM	246,356.97	246,356.97	0.00

**District Department of the Environment (DDOE)
Listing of Grants - FY 13**

Grant No	Grant Phase	Grant Title	Budget - FY 2013	Expenditures - FY 2013	Available Balance - FY 2013
SHOP12	12	STATE HEATING OIL & PROPANE	9,205.80	9,205.80	0.00
WAP010	10	WEATHERIZATION ASSISTANCE	511,341.21	511,341.21	0.00
SUBTOTAL- NON ARRA			20,542,632.94	20,170,084.46	372,548.48
EECSTM	9	ENERGY EFFIC. & CONSERVATION BLOCK GRANT	1,531,961.00	1,082,841.63	449,119.37
SEPSTM	10	STATE ENERGY PROGRAM	228,150.15	226,907.61	1,242.54
WAPSTM	9	WEATHERIZATION ASSISTANCE PROGRAM	181,277.34	64,949.09	116,328.25
SUBTOTAL- ARRA			1,941,388.49	1,374,698.33	566,690.16
GRAND TOTAL -OPERATING GRANTS			22,484,021.43	21,544,782.79	939,238.64

Attachment 17b – FY14 Grants

**District Department of the Environment (DDOE)
Listing of Grants - FY 14**

Question 17

Grant No	Grant Phase	Grant Title	Budget - FY 2014	YTD Expenditures & Commitments - FY 2014 @ 02/05/14	Available Balance - FY 2014
10EVBG	10	STATE RESPONSE GRANT	218,134.50	60,748.95	157,385.55
11EVAE	11	AQUATIC RESOURCE EDUCATION PROGRAM	43,085.04	43,085.04	0.00
11EVCB	11	CHESAPEAKE BAY IMPLEMENTATION-FY11	1,088,694.27	399,433.57	689,260.70
11EVCP	11	CORE PROGRAM COOPERATIVE	113,666.73	28,680.03	84,986.70
11EVNI	11	NONPOINT SOURCE IMPLEMENTATION-FY11	530,000.00	313,054.39	216,945.61
11EVPP	11	PERFORMANCE PARTNERSHIP (PESTICIDE)	0.00	3,827.36	(3,827.36)
11EVPR	11	PRE-REMEDIAL RESPONSE PROGRAM	386,870.98	75,535.95	311,335.03
11EVRA	11	CHESAPEAK BAY REG & ACCOUNTABILITY	879,559.28	121,814.27	757,745.01
12EVAM	12	AMBIENT AIR MONITORING	246,517.94	30,542.41	215,975.53
12EVCV	12	CLEAN VESSEL ACT PUMPOUT PROGRAM	95,634.00	0.00	95,634.00
12EVFC	12	FEMA - CTP/CAP	8,460.44	0.00	8,460.44
12EVHT	12	HAZARDOUS AND TOXIC WASTE CLEAN UP	380,318.99	147,530.17	232,788.82
12EVIR	12	STATE INDOOR RADON	168,648.38	49,103.86	119,544.52
12EVNI	12	NONPOINT SOURCE IMPLEMENTATION FY 2012	150,000.00	2,942.47	147,057.53
13EVAE	13	AQUATIC RESOURCE EDUCATION PROGRAM	375,040.75	112,672.23	262,368.52
13EVDE	13	DC DIESEL EMISSION REDUCTION ACT	169,512.26	0.00	169,512.26
13EVFC	13	FEMA - CTP/CAP	2,497.15	1,943.88	553.27
13EVLP	13	STATE LEAD GRANT ENFORCEMENT/404G	908,034.55	144,398.63	763,635.92
13EVNA	13	NASH RUN STREAM RESTORATION (DC)	400,000.00	0.00	400,000.00
13EVNI	13	NONPOINT SOURCE IMPLEMENTATION-FY13	523,974.75	103,069.24	420,905.51
13EVNR	13	NETWORK ESTABLISHMENT -SEC.103	150,000.00	330.00	149,670.00
13EVTS	13	PUSH-NET SURVEY FOR AMERICAN SH	42,595.93	32,065.83	10,530.10
13EVWP	13	WATER POLLUTION CONTROL	1,325,912.51	265,009.89	1,060,902.62
13EVWQ	13	WATER QUALITY MANAGEMENT PLANNING	100,000.00	40,000.00	60,000.00
13EVWS	13	WILDLIFE SURVEY FY13	203,324.76	894.49	202,430.27
14EVAP	14	AIR POLLUTION CONTROL	1,429,711.72	210,257.46	1,219,454.26
14EVFC	14	FEMA CTP/CAP (14)	7,500.00	0.00	7,500.00
14EVFE	14	FEMA - DC CAP SSSE (14)	52,416.00	20,866.00	31,550.00
14EVFM	14	FISHERIES MANAGEMENT COORDINATION	394,290.28	105,695.36	288,594.92
14EVFS	14	FISHERIES MANAGEMENT STUDIES	565,554.11	130,166.76	435,387.35
14EVHT	14	HAZARDOUS AND TOXIC WASTE CLEAN UP	125,335.64	40,468.93	84,866.71
14EVHW	14	HAZARDOUS WASTE MANAGEMENT	302,284.69	64,640.31	237,644.38
14EVLU	14	LEAKING UNDERGROUND STORAGE TANK	353,703.17	86,569.21	267,133.96
14EVMB	14	MIGRATORY BIRD SURVEY	66,330.62	17,801.62	48,529.00
14EVNI	14	NONPOINT SOURCE IMPLEMENTATION -FY14	262,055.08	51,070.95	210,984.13
14EVPP	14	PERFORMANCE PARTNERSHIP (PESTICIDE) -14	214,446.57	28,064.74	186,381.83
14EVST	14	UNDERGROUND STORAGE TANK -FY14	282,736.19	55,355.32	227,380.87
14EVWM	14	WILDLIFE MANAGEMENT-FY 14	8,924.02	0.00	8,924.02
14IDCR	14	INDIRECT COST RECOVERY -FY14	3,582,337.27	1,170,792.72	2,411,544.55
81EVCA	8	CONSTRUCTION MANAGEMENT	295,960.72	24,210.66	271,750.06
81EVSD	8	SAFE DRINKING WATER	45,177.29	11,920.55	33,256.74
81EVWT	8	NE WILDLIFE TEAMWORK STRATEGY	12,500.00	12,500.00	0.00
91EVAR	9	AQUATIC RESOURCES CENTER MAINTENANCE	33,000.00	2,634.57	30,365.43
COLA14	14	COLA PAY INCREASE - FY 14 @ 3%	401,504.62	0.00	401,504.62
LIEA14	14	LIHEAP GRANT FY14	10,116,487.10	1,792,339.36	8,324,147.74
SEP010	10	STATE ENERGY PROGRAM	268,555.58	100,621.79	167,933.79
SHOP12	12	STATE HEATING OIL & PROPANE	6,920.00	1,269.75	5,650.25
WAP010	10	WEATHERIZATION ASSISTANCE	545,354.64	1,761.30	543,593.34
WAP014	14	WEATHERIZATION ASSISTANCE FY14	511,519.00	33,456.99	478,062.01
		SUBTOTAL- NON ARRA	28,395,087.52	5,939,147.01	22,455,940.51

**District Department of the Environment (DDOE)
Listing of Grants - FY 14**

Grant No	Grant Phase	Grant Title	Budget - FY 2014	YTD Expenditures & Commitments - FY 2014 @ 02/05/14	Available Balance - FY 2014
		NOT APPLICABLE			0.00
		SUBTOTAL- ARRA	0.00	0.00	0.00
		GRAND TOTAL -OPERATING GRANTS	28,395,087.52	5,939,147.01	22,455,940.51

Attachment 18a – FY13 Contracts

List of Contracts, Procurements, Lease and Grant ("contract") awarded or entered into by DDOE

10/01/2012 - 09/31/2013

Name of Contracting Party	Purchase Order Number	Nature of Contract (including end product or service)	Dollar Amount Contract Budgeted	Dollar Amount Contract Spent	Term of Contract	Competitively bid or not (Y or N)	Name of Contract Monitor	Funding Source
Access Green, LLC	PO455746	KG0 FY13 Home Energy Rating utilizing RESNET guidelines - Provide DC residents with comprehensive energy analysis of single family homes Contract #:DCKG-2010-C-5146.	89,040.00	81,480.00	10/01/12 - 09/5/13	Yes	LaKeisha Lockwood	Federal Grant (Stimulus)
Access Green, LLC	PO469182	KG0 FY13 Access Green -200 audits (Option Year 3 extension)	56,000.00	23,240.00	07/10/10 - 07/26/14	Yes	LaKeisha Lockwood	Federal Grant (Stimulus)
Alice Ferguson Foundation	PO451907	KG0 FY13 Alice Ferguson Foundation BAG LAW CONSUMPTION TRENDS STUDY: Grant Agreement between DDOE and AFF # 13G-13-BL-AFF/SWMD1 AFF has agreed to conduct a survey for DDOE on District residents and businesses to provide statistical data on actual bag consumption and attitudes toward the five cents bag fee (Bag Law).	59,731.00	59,729.29	11/11/12 - 09/30/13	Yes	Jeffrey Seltzer/Kate Judson	O-Type
Alice Ferguson Foundation	PO464434	KG0 FY13 AFF has agreed to conduct outreach educational activities to promote behavioral change towards trash reduction and to conduct a survey and other qualitative social research to measure behavioral changes and attitudes regarding litter and trash after outreach has been conducted in the community. AFF should also research the methodology employed by Arlington County, VA for assessing the effectiveness of their pet waste program.	60,000.00	24,975.00	06/07/13 - 07/07/13	Yes	Jeffrey Seltzer/ArQuena Dailey	O-Type
Alice Ferguson Foundation	PO467881	KG0 FY13 Grant Agreement with Alice Ferguson Foundation to provide a meaningful overnight watershed experiences that connect to DCPS students to their local watershed.	50,000.00	37,198.00	06/17/13 - 07/31/15	Yes	Grace Manubay/Suzy Wald	Federal Grant
Alliance for Chesapeake Bay	PO451967	FY 13 Continuation grant agreement to install storm water BMP's for no fewer than 100 District residents. BMP's include the installation of rain gardens or the removal or pervious surfaces.	48,000.00	16,426.74	09/15/11-08/30/13	Yes	Sheila Besse/Jenny Guillaume	O-Type
Alliance for Chesapeake Bay	PO454672-V3	KG0 FY13 WPD ACB RS Homes Program: ACB and DDOE will demonstrate low-cost residential BMPs by demonstrating use of rain barrels, establishing use of rain gardens, planting of trees and removing of impervious areas or replacing them with pervious surfaces.	431,546.77	404,513.28	11/16/12 - 12/15/13	Yes	Sheila Besse/Jenny Guillaume	O-Type/Capital
Alliance for Chesapeake Bay	PO458029	KG0 WPD FY13 CONTINUATION of River Smart Homes Program with Alliance/CB	123,198.93	123,198.93	11/16/12 - 03/15/13	Yes	Stephen Reiling/ Maria Reddick	O-Type
Anacostia River Keeper	PO451969	KG0 WPD FY13 River keeper Trash Reduction Demo Part II: This is a continuation of Phase II to capture and remove flowing trash, evaluate and quantify trash loads entering the District from MD and educate District Residents. This will assist DDOE's effort to comply with new TMDL's as well as meet the goal for a trash-free Anacostia.	110,889.43	86,762.50	12/22/11 - 12/30/13	Yes	Sheila Besse/Matt Robinson	O-Type

Anacostia Watershed Society	PO451269	KG0 WPD FY13 CONTINUATION of River Smart Communities Demo Program: This grant agreement is to lessen the impact of storm water runoff by managing the volume, velocity and pollutant load from rooftops using LID "green roofs" technology thereby increasing the square footage of new and retrofit green roofs within the District (08/11G-11-CBP/NI-AWS-WPD5).	339,379.58	276,162.32	07/01/11 - 12/31/13	Yes	Sheila Besse/Leah Lemoine	Federal Grant
Anacostia Watershed Society	PO451965	KG0 FY 13 Continuation grant agreement to lessen the impact of storm water runoff by managing the volume, velocity and pollutant load from rooftops using LID "green roofs" technology thereby increasing the square footage of new and retrofit green roofs within the District. (Grant Award Renewal 11G-11-MS4/BB-AWS/WPD7-2)	385,000.00	242,373.09	08/08/11-08/31/13	Yes	Sheila Besse/Suzy Wald	O-Type
Anacostia Watershed Society	PO452908	KG0 SMD FY13 Anacostia Watershed Society - Demo Trash Reduction Technologies: AWS has agreed to install and maintain a collection device ("trash trap") at an MS4 outfall within the District's portion of the Anacostia River watershed; to remove, sort, weigh and record the trash collected in the trap; to include local community members and other parties in the maintenance of the trap.	50,000.00	14,242.69	12/12/12 - up to 12/12/16	Yes	Jeffrey Seltzer/Matt Robinson	O-Type
Anacostia Watershed Society	PO463913	FY13 KG0 AWS MS4 Trash Monitoring	70,000.00	10,250.00	06/05/12 - 06/05/15	Yes	Jeffrey Seltzer/ArQuena Dailey	O-Type
Anacostia Watershed Society	PO464433	KG0 FY13 SMD AWS Maintenance of Nash Rush Litter Trap	60,000.00	9,082.14	05/10/13 -05/10/15	Yes	Jeffrey Seltzer/ArQuena Dailey	O-Type
Apex Companies, LLC	PO444146	KG0/FY'13/MS4/Storm water Analysis/Collection/WQD: The services requested are necessary for the D.C. Government to be in compliance with an EPA Administration Order. Storm water sample analysis. Sample Collection in accordance with Sections C.3 through C.5	176,036.76	145,445.07	10/04/12 - 10/04/13 (1 year increments thereafter)	Yes	Nicoline Shulterbrandt/ Susan Mayo	O-Type
Biohabitats, Inc.	PO321978-V3	KG07 WPD 2009 ARRA/STIMULUS PROJECT: Pope Branch Park Regenerative Storm water Conveyances	267,269.09	267,269.09	01/11/10 -09/30/13	No	Sheila Besse/Pete Hill	Federal Grant (Stimulus) / Capital
Biohabitats, Inc.	PO454853	KG0 FY13 WPD/Bio habitats RSC Design and Installation: Agreement with Bio habitats to design, install and monitor the efficacy of Regenerative Storm water Conveyance systems (RSCs) in an ultra-urban watershed.	250,000.00	106,126.16	12/15/12 - 11/30/14	Yes	Sheila Besse/Suzy Wald	Capital
C&E Services, Inc. of Washington	PO450137-V2	KG0 FY13 Storage Facility/Delivery Service for DDOE Office of Community Relations Outreach Materials	24,600.00	24,600.00	01/09/13 - 09/30/13	No	Robin Graham	O-Type
Casey Trees Endowment Fund	PO455341	KG0 WPD FY13 CONTINUATION of CT Tree Installation/Canopy: Continuation of FY12 grant agreement with Casey Trees to provide homeowners an incentive to plant native trees	176,466.63	167,163.53	09/15/11 - 12/15/13	Yes	Sheila Besse/Jenny Guillaume	O-Type
Casey Trees Endowment Fund	PO458342	KG0 WPD FY13 CONTINUATION of Casey Trees Tree Rebate Program	24,652.00	20,207.75	07/15/11 - 08/30/13	Yes	Sheila Besse/Suzy Wald/ Maria Reddick	O-Type

Casey Trees Endowment Fund	PO468324	KGO FY13 WPD CT River Smart Homes Trees	100,000.00	55,630.21	06/30/13 -06/29/15	Yes	Sheila Besse/Jenny Guillaume/Suzy Wald	O-Type
Center for Watershed	PO453036-V2	KGO WPD FY13 CWP Guidebook Training: Grant Agreement to train technical personnel and the design/engineering/building communities on using the revised Storm water Guidebook, tools and techniques.	138,978.63	115,418.16	03/20/13 - up to 12/22/14	Yes	Sheila Besse/Rebecca Stack	O-Type/Federal Grant
Center for Watershed	PO456921	KGO WQD FY13 Grant to fund the creation of a manual for streamlining the discharge of treated contaminated groundwater into the municipal separate storm water sewer system (MS4), stream, or waters.	36,800.00	36,800.00	10/30/12 - 10/30/13	Yes	Adion Chinkuyu	O-type
Community Resources	PO451271	KGO WPD FY13 continuation of DC Greenworks Rain barrel Installation (includes the Bloomingdale Priority Project)	266,443.32	200,724.86	05/31/11-08/31/13	Yes	Sheila Besse/Suzy Wald	O-Type
Community Resources	PO457385	KGO WPD FY13 RS Rooftops - grant to promote the use and describe the construction, operation and maintenance of green roofs.	44,000.00	10,142.73	01/03/13 - 01/31/14	Yes	Sheila Besse/Suzy Wald /Maria Reddick	Federal
Criswell Chevrolet, Inc.	PO458585	KGO FY13 Purchase replacement vehicle for energy efficiency and conservation	23,254.95	23,254.95	03/18/13-09/30/13	Yes	Ismenda Richardson	Other
Criswell Chevrolet, Inc.	PO468555	KGO FY-2013 - Purchase Emergency Response program vehicle	41,548.17	41,548.17	08/08/13 -09/30/13	Yes	Jean Mitchell	Federal
DC Greens, Inc.	PO467883	KGO WPD FY13 DC Greens Env Literacy Implementation	30,000.00	29,999.99	07/10/13 - 07/31/15	Yes	Sheila Besse/Grace Manubay/Suzy Wald	Local
DC Water and Sewer Authority	PO467051	KGO SMD FY13 MS4 Storm water Permit Administration- (DC WATER MOU)-	879,262.00	702,788.78	10/10/11 -09-30-13	No	Jeffrey Seltzer/ArQuena Dailey/Jonathan Champion	O-Type
Dell Computer Corporation	PO464976	KGO FY13 Dell Computers and Monitors	23,824.73	23,412.38	07/21/13-09/30/13	No	Alvin Harris/Ralph Freeman	O-Type
Earth Conservation Corporation	PO454128	KGO SMD FY13 ECC - Demo Trash Reduction Technologies - Diamond Teague Park: ECC and DDOE have agreed to allow ECC to install and maintain a trash trap in the vicinity of Diamond Teague Park; sort, weigh, and record all trash collected in the trap; and organize community members to assist with maintenance of the trap to further awareness for a trash free Anacostia Watershed. 13G-13-BL-ECC/SWMD03	47,200.00	10,583.66	12/31/12 - 12/31/14	Yes	Jeffrey Seltzer/Matt Robinson	O-Type
Earth Conservation Corporation	PO455340	KGO FY13 wpd/ECC Environ Ambassadors: To create pollution prevention role models, for 3rd to 8th graders in DCPS, that set example of respecting the environment by recycling, trash removal, etc.	36,144.00	11,010.93	01/14/13 - 12/31/13	Yes	Sheila Besse/Grace Manubay	O-Type

Earths Natural Force Connection	PO457384	KG0 WPD FY13 ENF Pollution Prevention Models	40,000.00	28,290.45	11/15/12 - 12/31/13	Yes	Suzy Wald/Maria Reddick	O-Type
Elysian Energy, Inc.	PO455747	KG0 FY13 Provide DC residents with comprehensive energy analysis of single family homes Contract #: DCKG-2010-C-5148.	89,142.00	89,142.00	10/01/12 - 09/05/13	Yes	Ismenda Richardson/LaKeisha Lockwood	Federal Grant (Stimulus)
Elysian Energy, Inc.	PO469602	KG0 FY13 Provide DC residents with comprehensive energy analysis of single family homes Contract #: DCKG-2010-C-5148.	37,800.00	-	7/27/13-07/26/14	Yes	Ismenda Richardson/LaKeisha Lockwood	Federal Grant (Stimulus)
Emergency 911 Security	PO462010	KG0 FY13 Energy Kits (ARRA)	58,173.50	59,173.50	05/14/13 - 09/30/13	Yes	Sharon Cooke	Federal Grant (Stimulus)
EnfoTech & Consulting, Inc.	PO459309	KG0 FY13 Environmental Systems & Data Node Gov Online Enhancements for Pesticide System	37,350.00	37,350.00	03/30/13-09/30/13	No	Brian Robinson	O-Type
EnfoTech & Consulting, Inc.	PO465997	FY13-KG0-Environmental Systems and Data Node Server Maintenance Proposal	35,000.00	35,000.00	03/30/13-09/30/13	No	Brian Robinson	O-Type
F.S. Taylor & Associates, PC	PO458311-V2	KG0 FY13 SEU Independent Review	43,300.00	43,022.31	07/26/12 - 09/30/13	Yes	Taresa Lawrence/LaKeisha Lockwood	O-Type
Gallaudet University	PO450200	KG0 FY 13 DDOE ALL HANDS MEETING: DDOE will have an All Hands Meeting on January18,2013 from 9:00AM to 4:00pm at Gallaudet University. For a full day, 250 employees will participate in an indoor plenary session, professional development training that address DDOE's Core Values and reiterate DDOE's role in helping to reach the Mayor's goals for a Sustainable DC.	32,653.75	32,653.75	11/16/12 - 09/30/13	Yes	Joyce Heard	Local
GDS Associates Inc.	PO446528	KG0-COMPREHENSIVE ENERGY PLAN-UMD-FY13: Contractor to complete a Comprehensive Energy Plan for the District of Columbia	435,346.00	435,346.00	10/17/12 - 09/30/13	Yes	Taresa Lawrence/Muviel Garcia	O-Type
General Services, Inc.	PO455650-V2	KG0 FY 13 Continuation Hickey Run annual monitoring and maintenance of trash boxes, oil sorption booms, vacuum truck for trash, sump pump feeder flume.	154,067.08	136,142.02	09/13/12-09/12/13	Yes	Sheila Besse/Stephen Reiling	O-Type
Geosyntec Consultants Inc.	PO467452	KG0 FY13 WPD Green Tanks Harvest/Reuse Monitoring Project - monitoring two advanced rainwater harvesting systems installed at District Engine Houses.	34,500.00	4,380.00	07/18/13 - 09/30/13	No	Sheila Besse	O-Type
Golden Triangle Bid Corporation	PO455342	KG0 FY13 WPD/Golden Triangle LID Demo: DDOE seeks to lessen the impact of storm water runoff on the District's waterways using Low Impact Development (LID)/Green Infrastructure (GI).	185,000.00	32,500.00	12/19/12 - 01/31/15	Yes	Sheila Besse/Patricia Doan	Federal Grant
Greater Washington Urban League, Inc.	PO451268	KG0-GWUL-G2-FY13: Sub-grant award notice to GWUL - G2, the Heating System Repair, Replacement and Tune-up program performs energy audits and heating system tune-ups, repairs, and replacements in low income dwelling units.	327,815.70	327,815.70	10/01/12 - 09/30/13	Yes	Ismenda Richardson/Michael Negussie	O-Type
Greater Washington Urban League, Inc.	PO453332-V2	KG0 FY13 GWUL LIHEAP Weatherization Sub-grant Award: This award provides for the purchase and installation of audit-recommended energy efficient measures in eligible low income dwelling units under the joint fiscal years 2011-2013 Sub grant Agreement.	108,567.00	108,220.10	10/01/12 - 09/30/13	Yes	Ismenda Richardson/LaWanda Jones	Federal Grant
Greater Washington Urban League, Inc.	PO455924-V2	KG0 FY13-GWUL-CCBEEP-FY13 - Condo/Coop Building Energy Efficiency Program	421,216.13	218,790.00	12/01/12-09/05/13	Yes	Ismenda Richardson	Federal Grant (Stimulus)

Greening Urban, LLC	PO457284-V2	KG0 FY13 WPD RSS Installation of LID Measures and Outdoor Educ	373,000.00	299,500.00	02/26/13 - 09/30/13	Yes	Sheila Besse/P. Trinh Doan	Capital
Groundwork Anacostia River DC	PO453756	KG0 FY13 WPD GWARDC MWEE Watts Branch: GWARDC and DDOE will conduct a MWEE for students within the Watts Branch Watershed to provide a meaningful watershed educational experience to engage the community, through youth leadership, in valuing and enjoying, as well as preserving and protecting, the urban stream and its watershed. As well as improve the water quality within Chesapeake Bay watershed.	70,000.00	19,619.86	10/30/12 - 06/30/14	Yes	Sheila Besse/Grace Manubay	Federal Grant
Groundwork Anacostia River DC	PO463776	KG0 FY13 Maintenance of Kenilworth Litter Trap	90,000.00	31,500.00	05/24/13 - 05/23/15	Yes	Jeffrey Seltzer/ArQuena Dailey	O-Type
Groundwork Anacostia River DC	PO465565	KG0 WPD FY13 GWARD - Parkside Community (LID/GI) Implementation	200,000.00	28,333.75	11/10/12 - 11/30/13	Yes	Jeffrey Seltzer/ Stephen Reiling	Federal Grant
Institute for Market Transform	PO469268	KG0 FY13 - Green Building Grant - IMT	49,955.00	49,955.00	07/18/13 - 9/30/2013	Yes	Bill Updike	Intra-District
Jerome S Paige & Associates	PO466253	KG0 FY13 DC SEU Performance Bench Mark Review	72,590.00	72,590.00	07/17/13 - 9/30/2013	Yes	Lancelot Loncke	O-Type
JMT/CWP, JV	PO450615	KG0 FY13 WPD Nash Run Stream Restoration Phase II: Funding to increase the size of the double culvert pipes and stream restoration project downstream of the Nash Run sewer outfall, a stream that discharges into the Anacostia River. Work shall be performed in accordance with the SOW and contractor's proposal dated 11/13/12.	189,070.18	141,802.64	11/15/12 - 09/30/13	Yes	Sheila Besse/Josh Burch	Capital
Johns Hopkins University	PO456762	KG0 FY13 Sole Source Contract with the Johns Hopkins University Bloomberg School of Public Health to complete a Follow-up Health Study	28,238.80	26,238.80	2/21/13 - 9/30/13	No	James Sweeney	O-Type
Libera, Inc.	PO457666	KG0 FY13 Audit tool option for LIHEAP Database	129,000.00	129,000.00	09/26/12 -09/25/13	No	LaKeisha Lockwood	O-Type
Libera, Inc.	PO460906-V2	FY13-LIHEAP Database	50,303.00	50,303.00	09/26/12- 09/26/13	No	LaKeisha Lockwood	Federal Grant
LimnoTech	PO444746	KG0 WPD FY13 Design and Plans (30%) for Restoration of Alger Park: This is for the preliminary design (30%) of a project that will provide DDOE and other stakeholders two options that address the high rate of erosion in Alger Park and its stream valley while also improving water quality and enhancing habitat conditions in the park. The preliminary design plans will have an associated 30% design report that details the two design options.	97,400.00	97,400.00	12/17/12 - 09/30/13	Yes	Sheila Besse/Josh Burch	Capital
LimnoTech	PO461961	KG0 FY13 CONTINUATION of Springhouse (Hickey) Run Restoration	53,103.84	53,103.84	05/10/13 - 06/30/13	No	Sheila Besse/Stephen Reiling	Federal Grant

LimnoTech	PO465842-V2	KG0 FY13 SMD TMDL Implementation Plan - contractor to develop a Consolidated TMDL implementation plan by drafting a methodology document that describes the methods, tools, and assumptions to be used throughout the project. Other services will also include public outreach and project management.	315,970.00	242,840.00	06/06/13 - 11/06/13	Yes	Jonathan Champion/ArQuena Dailey	O-Type
Live It Learn It	PO469662	KG0 FY13 WPD Trash Focused MWEEs (LILI) - Provide trash focused MWEEs to 3rd to 8th grade DCPS students over a two year period.	39,784.00	0.00	07/18/13- 6/30/15	Yes	Sheila Besse/ P. Trinh Doan/ Maria Reddick	O-Type
Living Classrooms Foundation	PO451073	KG0 WPD FY13 CONTINUATION of MWEE with Living Classrooms: Living Classrooms in agreement with DDOE/WPD will provide training to 3RD, 4th and 5th grade teachers to provide a meaningful watershed environmental experience to District of Columbia youth (11G-11-CB-LCF/WPD15).	26,979.00	22,206.31	10/15/11 - 06/30/13	Yes	Sheila Besse/Grace Manubay	Federal grant
Living Classrooms Foundation	PO454854	KG0 FY13 WPD/Living Classrooms Environ Ambassadors: To create pollution prevention role models, for 3rd to 8th graders in DCPS, that set example of respecting the environment by recycling, trash removal, etc.	39,961.68	8,131.21	01/01/13 - 06/30/14	Yes	Sheila Besse/Grace Manubay	O-Type
Living Classrooms Foundation	PO455591	KG0 FY13 PO for sub grant to Living Classrooms: This is a sub grant to Living Classrooms Foundation to provide fly fishing education to DC students as outlined in an Aquatic Resources Education grant from the US Fish and Wildlife Service.	65,001.16	65,001.16	10/01/11 - 09/30/13	Yes	Joanne Goodwin	Federal Grant
Living Classrooms Foundation	PO467701	KG0 FY13 Extension for sub grant to Living Classrooms: This is a sub grant to Living Classrooms Foundation to provide fly fishing education to DC students as outlined in an Aquatic Resources Education grant from the US Fish and Wildlife Service.	57,000.00	13,812.07	10/01/11 - 09/30/13	Yes	Joanne Goodwin	Federal Grant
Metropolitan Washington Council of Governments	PO452458	KG0 FY13 WQD/WQ/MWCOG - Annual payment for administrative, planning, and technical support on the Anacostia River Watershed Project by MWCOG. Other activities supported by MWCOG is finding solutions to the water quality problems of the river by involving stakeholders at the regional/watershed level. MWCOG plan, coordinate and inform stakeholders and other interested parties of the progress related to river restoration and TMDL's.	40,000.00	40,000.00	12/17/12 - 09/30/13	Yes	Susan Mayo	Federal Grant
MFRI	PO456922	KG0 FY13 WPD UMCES RSC Study for Rock Creek/Anacostia	186,000.00	78,639.89	11/30/12-11/30/14	Yes	Sheila Besse/Suzy Wald/Maria Reddick	O-Type
Midtown Personnel	PO466315-V2	KG0 FY13 Contractual Services - Energy Affordability Division	36,524.80	23,041.65	07/23/13 - 09/30/13	Yes	Muviel Garcia/Lolita Perry	Federal
Mindfinders, Inc	PO455615	KG0 FY13 SMD Legal Analyst Position- Storm water Management Regulations	24,999.00	5,920.85	02/01/13 - 09/30/13	Yes	Jeffrey Seltzer	O-Type
MVS, Inc.	PO465392-V2	KG0 FY13 LIHEAP-LIBERA SYSTEM 7 - Scanner (Fujitsu Scan Snap)	40,688.26	40,688.26	09/11/13 - 09/30/13	Yes	Brian Robinson	Federal
National Buildings Institute	PO469267	KG0 FY13 Green Building Grant	65,000.00	65,000.00	07/19/13 -09/30/13	Yes	Muviel Garcia	Intra-District
National Nursing Consortium	PO462247	KG0 - FY13 Grant Agreement To provide primary prevention education and home lead dust screening for pregnant or new mothers in the District of Columbia	75,000.00	0.00	09/30/11 -12/15/14	No	Harrison Newton/Angela Blackwell	O-Type

New School University	PO469661	KG0 FY13 WPD LID Green Infrastructure Demo Project	50,228.58	47,286.01	11/04/11- 08/30/14	Yes	Sheila Besse/Suzy Wald/Maria Reddick	Federal Grant
OST, Inc.	P0441760-V2	KG0 FY13 ITSA Continuation - New POP ICE - Database Architect Level 2 (DCTO-2008-C-0135)	30,771.90	30,771.90	10/01/12-09/30/2013	Yes	Yohance Fuller/Brian Robinson	O-Type
OST, Inc.	P0447227	KG0 FY13 ITSA Continuation - GIS Analyst Level 2	134,980.00	127,724.83	10/01/12-09/30/2013	No	Jeffrey Seltzer	O-Type
OST, Inc.	PO442054-V2	KG0 FY13 ITSA Continuation - IT Clerk/Operator Level 2	26,046.30	26,046.30	10/01/12-09/30/2013	Yes	Brian Robinson	Local
Riversides	PO452873-V2	KG0 FY13 WPD CL 0001 - Bloomingdale/Ledroit Park Priority Rain barrels	31,043.25	31,043.25	08/5/13 - 09/30/13	Yes	Sheila Besse/Peter Hill	O-Type
Ross Professional Services	PO444800-V4	KG0 FY13 General Office Support - Administrative temporary assistance	97,037.90	97,033.48	10/30/12 - 09/30/13	Yes	Steve Kelton/Diane C. Johnson	Federal grant and Local
Ross Professional Services	PO449588	KG0 FY13 Office Support - Technical Writer/Editor Support	24,999.00	20,768.00	11/07/12 - 09/30/13	Yes	Sheila Besse/Jeffrey Seltzer	O-Type
Ross Professional Services	PO456050-V2	KG0 FY13 Office Support - Editor Position for Storm water Management Guidebook	37,499.00	20,666.80	07/10/13 - 09/30/13	Yes	Jeffrey Seltzer/ArQuena Dailey	O-Type
Scientia Veritas L.L.P.	PO453221	KG0 FY13 - Continuation of Sole Source Contract with Scientia Veritas, L.L.P. (Dr. Richard DeGrandchamp): Scientia Veritas, L.L.P. (SV) is needed to conduct an independent evaluation of risks posed at the Washington Navy Yard (WNY) and to developed and apply a unique geochemical statistical fingerprinting analysis at the WNY.	79,860.00	79,860.00	12/31/12 - 09/30/13	No	James Sweeney	Federal Grant
Smithsonian Institution	PO468688	KG0 FY13 WPD Smithsonian Storm water Management (new procurement established in FY 14)	30,000.00	0.00	03/21/13 - 2/28/2014	Yes	Sheila Besse/Suzy Wald/Maria Reddick	Federal Grant
Subodh Mathur	PO465737	KG0 FY13 Consulting Services - DDOE and the District Department of Transportation (DDOT) professional consultant to address the Public Service Commission of the District of Columbia (PSC) Formal Case 1103 (FC 1103), In the Matter of the Application of the Potomac Electric Power Company for Authority to Increase Existing Retail Rates and Charges for Electric Distribution Service.	45,015.00	45,015.00	07/13/13 - 09/30/13	No	Taresa Lawrence/Muviel Garcia	O-Type
Teledyne Advanced Pollution	PO468654	KG0 FY13 DDOE_Air Quality Division_Dilution-Calibrator and Zero-Air System for Ambient Air Monitoring Network	31,658.00	31,658.00	08/09/13 - 09/30/2013	No	Rama Tangirala	Intra-District
Tetra Tech EM, Inc.	P0453759-V2	KG0 FY13 DDOE is seeking support for the Department and several programs related to site remediation. These programs include Pesticides, Hazardous Waste Management, Department of Defense (DOD) properties, Volunteer Cleanup (VCP), Underground Storage Tanks and Leaking Underground Storage Tanks (UST and LUST), Brownfields, asbestos, lead abatement and Superfund Response. (new procurement established in FY 14)	355,298.22	0.00	10/01/12-09/30/2013	Yes	Richard Jackson	O-Type
Tetra Tech EM, Inc.	PO468984	KG0 FY13 Contract to conduct Site Inspections at Selected Dry Cleaning Facilities for Brownfield and Voluntary Cleanup Program	50,000.00	49,000.00	08/09/13 - 09/30/13	Yes	James Sweeney	Federal Grant

The Aquiline Group	PO457121	KG0 FY13 Bag Bill city-wide mail out	24,000.00	24,000.00	02/26/13 - 09/30/13	Yes	Sharon Cooke	O-Type
Tifereth Israel Congregation	PO458657	KG0 WPD FY13 Organizing Communities of Faith/TI	65,635.00	16,127.00	02/04/13-11/30/15	Yes	Sheila Besse/Suzy Wald/Maria Reddick	Federal Grant
United Planning Organization	PO451072-V2	KG0-UPO-WAP-FY13: This award provides for the purchase and installation of audit-recommended energy efficiency measures in eligible low income dwelling units under the joint fiscal years 2011-2013 sub-grant agreement.	349,443.40	349,442.59	10/01/11 - 09/30/13	Yes	Ismenda Richardson/LaWanda Jones	Federal Grant
United Planning Organization	PO451076	KG0-UPO-ARRA-NEEP-FY13: Sub-Grant Award for energy efficiency retrofits in 501C3 organizations.	46,106.42	46,106.42	10/01/12 - 12/05/12	Yes	Ismenda Richardson	O-type
United Planning Organization	PO451476	KG0-UPO-G2-FY13: Sub-grant award notice to UPO - G2 for emergency replacement or repair gas heating and hot water tanks.	327,815.70	327,811.22	10/01/11 - 09/30/13	Yes	Ismenda Richardson/Michael Negussie	O-type
United Planning Organization	PO453331-V2	KG0 FY13 UPO LIHEAP Weatherization Sub-grant Award: This award provides for the purchase and installation of audit-recommended energy efficiency measures in eligible low income dwelling units under the joint fiscal years 2011-2013 Sub-grant Agreement	1,007,148.00	992,880.12	10/01/12 - 09/30/13	Yes	Ismenda Richardson/LaWanda Jones	Federal Grant
United Planning Organization	PO455031-V2	KG0 FY13 This award provides for the purchase and installation of audit-recommended energy efficiency measures in small businesses under the joint fiscal years 2011-2013 sub-grant agreement.	431,662.40	410,970.25	10/01/12 - 09/05/13	Yes	Ismenda Richardson/William Fesson	Federal Grant
United Planning Organization	PO460143-V2	KG0 FY13 Weatherization Plus Health	478,784.01	478,783.75	10/01/12 - 09/30/13	Yes	Ismenda Richardson	O-Type
United Planning Organization	PO481259	KG0 FY13-ARRA-WAP-UPO-NO COST EXTENSION-FY13	115,795.53	115,795.53	10/01/12 - 9/30/2013	No	Ismenda Richardson	Federal Grant (Stimulus)
University of Maryland	PO463777	KG0 FY13 Assessment of Green Jobs related to the Storm water Retention Practices	50,000.00	4,711.29	05/29/13 - 09/30/13	Yes	Jeffrey Seltzer/ArQuena Dailey	O-Type
US Department of Agriculture	PO316917-V2	KG0 WPD 2009 ARRA/STIMULUS Hickey Run Water Quality Project	407,359.20	407,359.20	10/01/09 through 09/30/10	No	Sheila Besse/Stephen Reiling	Federal Grant (Stimulus) / Capital
US Geological Survey	PO464269	KG0 FY13 WQD - WQ - USGS- FY13 Hydrogeological Conditions and Groundwater Quality in the Anacostia River Watershed Project. The project ends September 30, 2013. Federal Grant Number C6-003467130	60,000.00	60,000.00	10/01/12 - 09/30/13	No	Diane Douglas	Federal
Vermont Energy Investment Corporation	PO441304-V3	KG0 FY13 -Sustainable Energy Utility Contract (SEU) FY13: SEU Contract for Vermont Energy Investment Corporation - OPTION YEAR 2	17,302,011.72	16,525,635.47	09/30/11 - 09/30/17	Yes	Taresa Lawrence	O-type
Xerox Corporation	PO455208	KG0 FY13 Lease, maintenance and support for Xerox copiers	33,000.00	19,699.67	01/25/13 - 09/30/13	Yes	Brian Robinson	Federal Grant/O-Type
Xerox Corporation	PO456090	KG0 FY13 Lease, maintenance and support for Xerox copiers (LIHEAP) - COG rider GSA Schedule Contract No. GS-25F-0062L	32,500.00	26,611.04	02/08/13 - 09/30/13	Yes	Muviel Garcia	O-Type

Attachment 18b – FY14 Contracts

List of Contracts, Procurements, Lease and Grant ("contract") awarded or entered into by DDOE

10/01/2013 - 01/31/2014

Name of Contracting Party	Purchase Order Number	Nature of Contract (including end product or service)	Dollar Amount Contract Budgeted	Dollar Amount Contract Spent	Term of Contract	Competitively bid or not (Y or N)	Name of Contract Monitor	Funding Source
Alice Ferguson Foundation	PO484799	KGO WPD Continuation FY14 AFF Overnight 5th Grade MWEE's -Grant Agreement with Alice Ferguson Foundation to provide a meaningful overnight watershed experiences that connect to DCPS students to their local watershed.	162,802.00	0.00	06/26/13 - 07/31/15	Yes	Sheila Besse /Grace Manubay/Maria Reddick	Federal Grant
Alice Ferguson Foundation	PO485320	KGO FY14 Continuation KGO SMD AFF TRASH REDUCTION STUDY	101,339.00	0.00	06/07/13 - 06/07/15	Yes	Jeffrey Seltzer/Matthew Robinson/ArQuena Dailey	O-Type
Alliance For Chesapeake Bay, I	PO489635	KGO WPD FY14 Continuation of ACB RS Homes Program -ACB and DDOE will demonstrate low-cost residential BMPs by demonstrating use of rain barrels, establishing use of rain gardens, planting of trees and removing of impervious areas or replacing them with previous surfaces.	195,486.72	77,993.51	11/16/12 - 07/31/14	Yes	Sheila Besse/Suzy Wald	Capital/O-Type
Alliance For Chesapeake Bay, I	PO454672-V3	KGO FY 14 DE-ENCUMBER KGO FY13 WPD ACB RS Homes Program - ACB and DDOE will demonstrate low-cost residential BMPs by demonstrating use of rain barrels, establishing use of rain gardens, planting of trees and removing of impervious areas or replacing them with previous surfaces.	431,546.77	404,513.28	11/16/12 - 12/15/13	Yes	Sheila Besse /Jenny Guillaume/Maria Reddick	O-Type
Anacostia River keeper	PO485318-V2	KGO FY14 Continuation KGO SMD ARK River keeper Trash Reduction Demo Part II - This is a continuation of Phase II to capture and remove flowing trash, evaluate and quantify trash loads entering the District from MD and educate District Residents. This will assist DDOE's effort to comply with new TMDL's as well as meet the goal for a trash-free Anacostia.	96,126.93	21,472.50	08/05/11 - 12/22/14	Yes	Jeffrey Seltzer/Matthew Robinson/ArQuena Dailey	O-Type
Anacostia Watershed Society	PO484794	KGO WPD FY14 Continuation of AWS River Smart Communities Demo III - This grant agreement is to lessen the impact of storm water runoff by managing the volume, velocity and pollutant load from rooftops using LID "green roofs" technology thereby increasing the square footage of new and retrofit green roofs within the District (08/11G-11-CBP/NI-AWS-WPD5).	63,217.26	3,645.51	07/01/11 - 12/31/13	Yes	Sheila Besse/Leah Lemoine/Maria Reddick	Federal
Anacostia Watershed Society	PO486421	KGO WPD FY14 Continuation of AWS Watershed Stewards Academy -The continuation of the National Capital Region-Watershed Stewards Academy (NCR-WSA) to provide comprehensive training to District Residents on watershed pollution, restoration practices and policy issues about nonpoint source and storm water pollution.	26,439.89	0.00	08/30/11 - 08/08/14	Yes	Sheila Besse/Leah Lemoine	O-Type
Anacostia Watershed Society	PO485319	KGO FY14 Continuation KGO SMD AWS Maintenance of Nash Run Litter Trap - AWS has agreed to monitor and maintain the litter trap at Nash Run. This will include the removal, sorting, weighing, and recording of trash collected in the trap, and to also include local community members and other parties in the maintenance of the trap. (Grant Agreement : 13G-13-BL-AWS/SWMD06)	50,917.86	6,268.64	05/10/13 - 05/10/15	Yes	Jeffrey Seltzer/Matthew Robinson/ArQuena Dailey	O-Type
Anacostia Watershed Society	PO485321	KGO FY14 Continuation KGO SMD AWS MS4 Trash Monitoring	59,750.00	8,035.77	06/05/13 - 06/05/15	Yes	Jeffrey Seltzer/Matthew Robinson/ArQuena Dailey	O-Type
Anacostia Watershed Society (AWS)	PO484759	AWS has agreed to install and maintain a collection device ("trash trap") at an MS4 outfall within the District's portion of the Anacostia River watershed; to remove, sort, weigh and record the trash collected in the trap; to include local community members and other parties in the maintenance of the trap. (Grant Agreement 13G-12-BL-AWS/SWMD02)	35,754.31	886.25	12/12/12 -12/12/14	Yes	Jeffrey Seltzer/Matthew Robinson	O-Type
Casey Trees Endowment Fund	PO484792-V2	KGO WPD FY14 Continuation of CT River Smart Homes Trees	160,000.00	72,210.98	Date of Execution - 06/30/2015	Yes	Sheila Besse /Jenny Guillaume/Maria Reddick	Federal Grant

Casey Trees Endowment Fund	PO487122	KG0 FY14 WPD Continuation of CT SDC Tree Canopy	265,175.77	0.00	07/09/13 - 09/30/15	Yes	Sheila Besse/Steve Saari	Intra-District/Capital
Center for Watershed	PO485937	KG0 WPD FY14 Continuation of CWP Guidebook Training - This grant agreement to train technical personnel and the design/engineering /building communities on using the revised Storm water Guidebook, tools and techniques.	23,560.47	10,373.21	12/22/11 -12/22/14	Yes	Sheila Besse/Suzy Wald	O-Type
Center For Watershed	PO485936	KG0 FY14 SMD CWP Storm water Retention Credit - DDOE SMD has a need for CWP to assisting with the development and review of protocols and methodologies to evaluate storm water management plans using the parameters defined in the newly finalized Storm Water Guidebook.	100,000.00	0.00	Date of Award - 09/30/16	Yes	Jeffrey Seltzer/Evan Branosky/ArQuena Dailey	O-Type
Cheva Tifereth Israel Congregation	PO486980	KG0 WPD FY14 Continuation Organizing Communities of Faith/TI - DDOE seeks to lessen the impact of storm water runoff by use of BMPs and community education to adopt the use of LID/GI practices on public space.	51,008.00	0.00	Date of Execution - 11/20/2015	Yes	Sheila Besse /Trinh Doan / Maria Reddick	Federal
Community Resources	PO486420	KG0 WPD FY14 Continuation RS Rooftops Maintenance Video -DDOE with Community Resources dba DC Greenworks desire to promote the use and describe the construction, operation and maintenance of green roofs.	33,857.27	0.00	Date of Execution - 01/31/14	Yes	Sheila Besse	Federal Grant
DC Greens, Inc.	PO490974	KG0 WPD FY14 Continuation of DC Greens ELP	138,500.00	0.00	07/10/13- 07/31/15	Yes	Sheila Besse/Grace Manubay/Maria Reddick	Local
Earth Conservation Corporation	PO484800	KG0 WPD FY14 Continuation of ECC Environ Ambassadors This is a continuation of program to create pollution prevention role models, for 3rd to 8th graders in DCPS, that set example of respecting the environment by recycling, trash removal, etc.	25,133.07	5,829.32	12/15/12-12/31/13	Yes	Sheila Besse/Grace Manubay	O-Type
Earth Conservation Corporation (ECC)	PO485324	KG0 FY14 SMD Continuation ECC - Demo Trash Reduction Technologies at Diamond Teague Park ECC and DDOE have agreed to allow ECC to install and maintain a trash trap in the vicinity of Diamond Teague Park; sort, weigh, and record all trash collected in the trap; and organize community members to assist with maintenance of the trap to further awareness for a trash free Anacostia Watershed. (Grant Agreement 13G-13-BL-ECC/SWMD03)	36,616.34	2,177.64	12/31/12 - 12/31/14	Yes	Jeffrey Seltzer/Matthew Robinson/ArQuena Dailey	O-Type
General Services, Inc.	PO489780	KG0 - FY14 Hickey Run Maintenance: Annual monitoring and maintenance of trash boxes, oil sorption booms, vacuum truck for trash, sump pump feeder flume.	125,973.06	0.00	08/13/11 - 09/12/13	Yes	Sheila Besse	O-Type
Groundwork Anacostia River DC	PO487121	KG0 WPD FY14 Continuation GWARDC-Parkside LID/GI - This grant agreement to capture, filter and infiltrate storm water runoff in the Parkside Community Park.	171,666.25	27,531.50	11/10/12- 05/31/15	Yes	Sheila Besse/Suzy Wald	Federal Grant
Groundwork Anacostia River DC	PO484793	KG0 FY14 WPD Continuation of GWARDC MWEE (Watts Branch) - GWARDC and DDOE will conduct a MWEE for students within the Watts Branch Watershed to provide a meaningful watershed educational experience (MWEE) to engage the community, through youth leadership, in valuing and enjoying, as well as preserving and protecting, the urban stream and its watershed. As well as improve the water quality within Chesapeake Bay watershed.	50,380.14	0.00	10/30/12-06/30/14	Yes	Sheila Besse/Grace Manubay/Maria Reddick	Federal Grant
Groundwork Anacostia River DC	PO485322	KG0 FY14 Continuation of KG0 SMD Groundwork Maintenance of Kenilworth Litter Trap - a grant to create a monitoring and maintenance method plan; provide monthly reports to DDOE; and a short annual report summarizing yearly findings. Also agree to collect and sort trash in designated categories; record total weights by category after each clean-up; and host two public events per year in the Kenilworth Park.	58,500.00	9,000.00	05/24/13 - 05/24/15	Yes	Jeffrey Seltzer/Matthew Robinson/ArQuena Dailey	O-Type

Live It Learn It (LILI)	PO484795	KG0 FY14 WPD Trash Focused MWEEs (LILI) - Program provide trash focused Meaningful Watershed Education Experiences (MWEEs) to 3rd to 8th grade DCPS students over a two year period.	39,784.00	0.00	Date of Award Issued - 06/30/15	Yes	Sheila Besse/Trinh Doan/Maria Reddick	O-Type
Living Classrooms Foundation	PO489633	KG0 Sub grant extension to Living Classrooms - this continuation of sub grant to Living Classrooms of National Capital Region provides fly fishing education to District of Columbia students. This project has been approved and funded through a grant from the U.S. Fish and Wildlife Service.	43,085.04	0.00	10/01/11-09/30/14	Yes	Joanne Goodwin	Federal Grant
Living Classrooms Foundation	PO484797	KG0 FY14 WPD Continuation of Living Classrooms Environment Ambassadors -To create pollution prevention role models, for 3rd to 8th graders in DCPS, that set example of respecting the environment by recycling, trash removal, etc.	31,830.48	0.00	01/01/13 - 06/30/14	Yes	Sheila Besse/Grace Manubay	O-Type
MFRI	PO484798	KG0 FY14 WPD Continuation of UMCES RSC Study for Rock Creek/Anacostia - DDOE and NFWF will install and monitor the efficacy of Regenerative Storm water Conveyance systems in an ultra-urban watershed.	63,360.11	0.00	11/30/12 - 11/30/14	Yes	Sheila Besse/Suzy Wald/Maria Reddick	Private
Microbac Lab Inc.	PO489776	KG0 - FY14 Continuation of contract DCKG-2010-C-2121 to analyze water quality monitoring samples collected by DDOE in an effort to show reductions in storm pollution resulting from the stream restoration.	32,208.00	0.00	10/01/13 - 09/30/14	Yes	Sheila Besse/Steve Saari	O-Type
Smithsonian Institution	PO486979	KG0 WPD FY14 Continuation Smithsonian Storm water Management - The grant agreement is to lessen storm water runoff into Rock Creek using Low Impact Development (LID)/Green Infrastructure (GI), demonstrate the use of and care for rain gardens on public properties.	30,000.00	0.00	Date of Execution - 02/28/14	Yes	Sheila Besse/Suzy Wald	Federal Grant
Tetra Tech EM Inc.	PO489311	KG0 - FY14 Continuation of Blanket Purchase Agreement (DOC121115) with Tetra Tech, Inc. to perform site investigations pursuant to the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) as amended by Superfund Amendments and Reauthorization Act (SARA) utilizing U.S. Environmental Protection Agency (USEPA) guidance and policies for conducting Site Investigations (SI), and other pre-remedial investigative activities as defined and allowed under CERCLA, at selected sites to be referred to the Contractor by the District.	50,000.00	0.00	08/14/13 - 08/13/14	Yes	James Sweeney	Federal Grant
Tetra Tech EM Inc.	PO489212	KG0 - FY14 General Services - DDOE is seeking support for the Departments several programs related to site remediation.	255,298.22	0.00	11/29/12- 11/28/14	Yes	Richard Jackson	O-Type
Tetra Tech EM Inc.	PO489221	KG0 - FY14 Riggs Park -DDOE is seeking support for the Departments several programs related to site remediation.	100,000.00	0.00	11/29/12- 01/31/14	Yes	Richard Jackson	O-Type
United Planning Organization	PO488866-V2	KG0-FY14 UPO-Weatherization Sub-grant Award: This award provides for the purchase and installation of audit-recommended energy efficiency measures in eligible low income dwelling units under the joint fiscal years sub-grant Agreement.	1,106,462.00	0.00	11/27/13- 09/30/14	Yes	Muviel Garcia/Ismanda Richardson	Federal Grant
United Planning Organization	PO487137	KG0-FY 14 UPO-G2 Sub-grant award notice to for emergency replacement or repair gas heating and hot water tanks.	700,000.00	32,678.80	11/27/13- 09/30/14	Yes	Muviel Garcia/Ismanda Richardson	Local
University of Maryland	PO485323	KG0 FY14 Continuation KG0 SMD Assessment of Green Jobs related to the Storm water Retention Practices - DDOE and the University of Maryland have agreed to conduct an assessment of green jobs related to the District's Storm water Retention Practices, which will include activities such as LID forecasting; Economic impact analysis using IMPLAN software; and Reporting on work performed and the results. (Grant Agreement # 13G-13-MS4-EFC/SWMD4)	45,288.71	940.74	05/29/2013 -03/31/2014	Yes	Jeffrey Seltzer/Matthew Robinson/ArQuena Dailey	O-Type

Attachment 22 – Regulations List

Question 22

Please list all regulations for which the agency is responsible for oversight or implementation. Please list by chapter and subject heading, including the date of the most recent revision.

Title 16

Chapter	Last updated
Chapter 31 – Civil Infractions: Administrative Procedures	May 31, 2002
Chapter 32 – Civil Infractions: Schedule of Fines	March 3, 2010
Chapter 36 – Department of Health (DOH) Infractions	February 7, 2014
Chapter 40 – Department of the Environment (DDOE) Infractions	February 21, 2014

Title 19

Chapter	Last updated
Chapter 15 – Fish and Wildlife	May 12, 2000

Title 20

Chapter	Last updated
Chapter 1 – General Rules	November 16, 2012
Chapter 2 – General and Non-Attainment Area Permits	November 16, 2012
Chapter 3 – Operating Permits and Acid Rain Programs	March 21, 2003
Chapter 4 – Ambient Monitoring, Emergency Procedures, and Chemical Accident Prevention	January 8, 2010
Chapter 5 – Source Monitoring and Testing	December 8, 2000
Chapter 6 – Particulates	November 9, 2012
Chapter 7 – Volatile Organic Compounds and Hazardous Air Pollutants	December 30, 2011
Chapter 8 – Asbestos, Sulfur, Nitrogen Oxides, and Lead	January 2, 1998
Chapter 9 – Motor Vehicle Pollutants, Lead, Odors, and Nuisance Pollutants	February 11, 2000
Chapter 10 – Nitrogen Oxides Emissions Budget Program	December 8, 2000
Chapter 15 – General and Transportation Conformity	January 8, 2010
Chapter 22 – Control of Pesticides	September 19, 2008
Chapter 23 – Pesticide Applicators	October 6, 1978
Chapter 24 – Pesticide Operators	October 6, 1978
Chapter 25 – Pesticides: Administration and Enforcement	October 6, 1978
Chapter 31 – Flood Hazard Rules	November 19, 2010
Chapter 33 – Regulation of Lead-Based Paint Activities	July 26, 2013
Chapter 34 – Energy Conservation Demonstration Awards Program	
Chapter 35 – Green Building Requirements	January 18, 2013
Chapter 42 – Standards for the Management of Hazardous and Waste and Used Oil	June 8, 2007
Chapter 43 – Hazardous Waste Management Regulations Administration and Enforcement	June 8, 2007

Chapter 55 – Underground Storage Tanks: General Provisions	October 1, 1999
Chapter 56 – Tank Notification and Registration, Recordkeeping, Reports and Notices	October 1, 1999
Chapter 57 – New Tank Performance Standards	October 1, 1999
Chapter 58 – Upgrades of Existing USTs	October 1, 1999
Chapter 59 – Operation and Maintenance of USTs	October 1, 1999
Chapter 60 – Release Detection	October 1, 1999
Chapter 61 – Out-of-Service and Closure of UST Systems	October 1, 1999
Chapter 62 – Reporting of Releases, Investigation, Confirmation, Assessment and Corrective Action	October 1, 1999
Chapter 63 – Right of Entry for Inspections Monitoring, Testing and Corrective Action	October 1, 1999
Chapter 64 – District of Columbia UST Trust Fund, District Initiated Corrective Actions and Cost Recovery	October 1, 1999
Chapter 65 – Licensing and Certification of Tank Installers, Removers, Testers, and Operator Training Requirements	October 1, 1999
Chapter 66 – Enforcement Procedures	October 1, 1999
Chapter 67 – Financial Responsibility	October 1, 1999
Chapter 70 – Definitions	October 1, 1999
Chapter 72 – Environmental Policy Act Regulations	May 9, 1997

Title 21

Chapter	Date
Chapter 5 – Water Quality and Pollution	July 19, 2013
Chapter 10 – Retail Establishment Carryout Bags	August 13, 2010
Chapter 11 – Water Quality Standards	November 1, 2013
Chapter 15 – Discharges to Wastewater System	February 10, 2012
Chapter 19 – Water Quality Monitoring Regulations	February 3, 1995
Chapter 22 – Water Pollution Enforcement	November 29, 1996

Attachment 24 – MOU List

Agency	Subject
Amer Forest Fdn	MOA gives us free educ materials
DC WATER	DC Water catch basins and outfalls
DC WATER	Rain barrels for Bloomingdale w DCW funds
DC WATER	Settlement of NPDES MS4 permit litigation
DC WATER	Confid K of 10-22-13
DCHR	Criminal Background Checks
DCHR	Drug and Alcohol Testing
DCRA	Green Bldg Fund
DCWater	Billing & collection of stormwater fee
DDOT	Riversmart Homes - extension no dollars
DDOT	LID projects - multi-year
DDOT	Riversmart LID maintenance outside ROW
DDOT	Amends MOU of 8-22-12 - OGC #1638
DDOT	Riversmart Homes MOU extension of 2011
DDOT	Riversmart construction of LIDs
DDOT	Broad Branch Restoration MOU
DDOT	DDOT TAP MOU
DDOT	Access DDOT property to monitor trash
DDOT	DDOT Riversmart Washington Amendment
DGS	Vegetated roof using US EPA grant
DGS	Capital projects design, construct, install
DGS	Simon Elementary Zero Runoff Schoolyards
DGS	Simon Elementary MOU
DHS	Heat & Eat MOU (also 2020?)
DHS	Heat & Eat FY 14
DMPED	SW management for the 2 M St project
DMV	Enhanced motor vehicle inspection
DOES	SYEP Terms and Conditions
DowntownDC BID	Joint Development of the DC Smarter Business Challenge
DPR	Watts Branch LID projects
DPR	DPR & DGS Stream Monitoring
DPR	Parkside Community Park LID
DPR	Stream restoration MOU DPR & DPS
DPW	DPW haz waste, education, air sweepers
DPW	Enhanced street sweeping FY 11
DPW	Streetsweeping enhanced
DRES	LIHEAP security services - 4th Q fy 12
EPA	Federal stormwater MOU
NCRS	NCRS MOU #2
OAH	For adjudicatory services to DDOE
OAH	ALJ services for one year
OCT	Cable television production ads
OCTO	Upkeep of the Green Dashboard
OP	Climate adaption study for the District
OP	Sust DC - Tree planting
OP	Sust DC - Enviro literacy at DCPS

OP	Amends 2007 for DDOE to cover \$40 k
OP	OP Tree Canopy added \$40 k grant to DDOE
OP	Sustainable DC Support
OPGS	Travel Donations w MARAMA
OTR	Bag Law collection and accounting
OTR	Bag bill funds - handling -FY 13
OTR	Bag bill funds - handling - FY 14
OUC	Telephone 311 services for LIHEAP & WAP
OUC	LIHEAP and WAP communication FY 13
OUC	311 Call Center FY 2012
Stdnt Intern Assoc	MOA providing space for interns
UDC	Solar trash compactors
UDC	Solar trash compactors
US HSEMA	FY 12 re annual CAP-SSSE grant
USDA NRCS	NRCS to build LID Demonstration project
USFS	Fish study w Ches Bay Office
USGS	Fish monitoring study w Ches Bay Office
USGS	Study for groundwater conditions Anacostia
USGS	Stream monitoring Rock Creek and Watts Branch

Attachment 28a – ESAP Report

	A	B	C	D	E
1	DDOE ENFORCEMENT STRATEGY ACTION PLAN ("ESAP")				
2	Work in Progress; Last updated: Feb. 12, 2014				
3	Please do not distribute.				
4					
5	<u>LEGEND</u>				
6	on track or completed				
7	needs attention				
8	running late or hit a barrier				
9					
10					
11	1. Strengthen DDOE's Enforcement Profile				
12	Objective: Senior management will make increased compliance and enforcement a top priority for the agency.				
13					
14	Actions	Target Date	Status	DDOE Contact	Effect on DDOE's Operations
15	1.a. DDOE senior management will develop enhanced enforcement and compliance goals, and integrate them into DDOE performance planning documents. Each year's Performance Plan will include specific enforcement actions, initiatives, and measures linked to agency enforcement priorities.	Completed for FY12 and 13. FY14's Performance Plan has been submitted	Agency-wide performance plans for Fiscal Year 2012 ("FY12") and FY13 are done. FY14's Performance Plan includes numerous measures that drive the agency's enforcement efforts, e.g., "Number of complaints received about presence of deteriorated paint" and "Number of complaints of potentially unsafe pesticide use."	Deputy Directors, Program Managers, OEEJ	This step cements the importance of "enforcement" in the agency's priorities--and in many cases requires tracking and publishing of key enforcement metrics.

	A	B	C	D	E
16	1.b. DDOE will examine and incorporate measures that improve agency productivity, staff performance, and program capacity.	Ongoing / all year.	HR has met with enforcement managers to discuss concerns related to effort and work capacity. This includes defining work role functions as they relate to the agency's priorities. These discussions affect performance and are being led by DDOE's HR Director. On June 27-28, 2012, and again on April 25, 2013, top enforcement managers from U.S. Environmental Protection Agency Region III ("EPA") met with agency management and all key enforcement managers to discuss these issues and develop a game plan. In 2014, EPA and DDOE continue to work on relevant issues through the Performance Partnership Agreement ("PPA"). In February 2014, HR is scheduling a Performance Management training workshop for managers.	HR, OEEJ	The goal is to have a strong and competent enforcement staff. With EPA's help, DDOE plans to improve its enforcement staff and hold people accountable.
17	1.c. DDOE managers and staff will revise performance plans and job descriptions to include core competency measures to improve staff ability to implement regulatory programs and support compliance and enforcement initiatives.	Ongoing: Staff performance plans are an annual project; the FY13 performance review process concluded Dec. 31, 2013.	HR has been in discussions with DCHR and has met with DCHR Director Stokes and Labor representatives to expedite revisions to Position Descriptions. In Spring 2012, HR worked with program managers to identify and update the knowledge (training) required, competency factors, and work condition areas to include updates needed for hazardous exposures, and provided this information to DCHR. For the FY13 performance planning process (which closed on June 30, 2013), ESAP tie-ins were discussed at Enforcement Meetings. For FY14, managers were encouraged to add enforcement-building measures (including relevant training courses) to their employees' performance plans.	HR	New and better Position Descriptions will allow the agency to better target training, medical monitoring, and other position-specific support. Management's use of Performance Plans will help instill a culture of high performance and accountability.

	A	B	C	D	E
18	1.c., continued.	Ongoing--mainly dependent on DCHR.	New Classification/Compensation is ongoing. Tentative rollout is October 2014.	HR	A new "class/comp" could fill an identified need: awarding excellence by providing a technical career track (i.e., Inspector I, II, and III).
19	1.c., continued.	Performance improvement is an ongoing process.	Goals and Individual Development Plans should be focused on program and agency goals. Performance Improvement Plans ("PIPs") are being implemented for those identified by Management as having performance deficiencies, and appropriate actions are being taken. On February 7, 2013, the Office of Labor Relations and Collective Bargaining provided training to managers on understanding DPM Chapter 16 - Progressive Discipline in a Labor environment. On February 14, 2013, an HR-themed "Inspector Roundtable" was held. FY14: managers are required to attend "Progressive Discipline" as part of their MSS core training.	Program Managers, HR	Our goal is to have all inspectors perform excellently. PIPs will help determine which employees want to improve and which ones need additional performance improvements.
20					
21					
22	2. Provide Additional Training				
23	Objective: DDOE will assess training needs to support more effective enforcement.				
24					
25	Actions	Target Date	Status	DDOE Contact	Operations

	A	B	C	D	E
26	2.a. DDOE will create a list of required trainings, certifications, and/or fit tests for each inspector and develop a plan for ensuring that all required trainings, certifications, and/or fit tests are renewed in a timely fashion.	In June 2012, training website and tracking database put on Intranet. In January 2014, a list of training recommendations was approved.	OEEJ has discussed inspector credentials with EPA. HR advises that any list of training will require union sign-off for incumbents--unless put into an Individual Development Plan. On April 1, 2013, HR and OEEJ released a draft training plan for inspectors. This plan has been discussed at the Executive team, at Enforcement meetings, and with each program manager. It was approved by DCHR in January 2014 after review by both EPA and the Union. Because of labor rules, "mandatory" and "requirement" were removed from the course descriptions. Managers can increase the likelihood of training use by adding classes to an employee's Individual Development Plan.	HR training coordinator, OEEJ	Implementing the required training and testing for understanding will improve DDOE's capacity. DDOE's goal is to provide the resources inspectors need to perform their roles well.
27	2.a., continued.	Completed Summer and Fall 2013.	Hazwoper 8-hour refresher training curriculum has been developed and classes were completed by end of September 2013. Multi-day Hazwoper courses (24 and 40 Hour Initial courses) have been conducted.	John Emminizer, HR training coordinator, Richard Jackson, Charlie Fitz-Simmons (EPA)	Hazwoper is a required safety training class for inspectors.

	A	B	C	D	E
28	2.a., continued.	Implementation contingent upon medical monitoring program operation.	Fit Test Task Force established. A list of employees requiring the fit test has been provided to Emergency Response ("E.R.") Coordinator. The E.R. Coordinator advises that DDOE "should not fit test someone for a respirator that they have not been medically cleared to wear." (See 3.b, Medical Monitoring, below.) See also, 29 CFR 1910.134 (e)(1): "The employer shall provide a medical evaluation to determine the employee's ability to use a respirator, before the employee is fit tested or required to use the respirator in the workplace." This action item will move forward once Medical Monitoring is implemented.	HR/Fit Test Task Force	Fit testing verifies that Personal Protective Equipment properly fits on the user's face, and is therefore safety related.

	A	B	C	D	E
29	2.b. Training will be structured to ensure inspector knowledge and competency in relevant regulatory programs.	Ongoing.	DDOE continues to partner with EPA to discuss ways to improve training for inspectors—e.g., more training by EPA's National Enforcement Training Institute ("NETI"). On Jan. 15, 2013, for example, 20 inspectors attended an EPA-led course on "Inspection Report Writing." On April 16-18, 2013, EPA provided free Basic Inspector Training. In March, 2013, OGC finalized information cards (mini-standard operating procedures on laminated cards) for each program to help inspectors adequately prepare for and conduct inspections. Inspectors also meet quarterly (most recently on January 30, 2014) for one hour to discuss relevant topics (safety, court appearances, rights of access, etc.). Inspectors attend many other classes not listed here. HR lists upcoming training opportunities on the agency's Intranet.	HR Training Coordinator, WDA, OEEJ, and program managers.	Trained inspectors lead to better enforcement—which will lead to more compliance (and thus a cleaner environment).
30	2.c. DDOE will explore multimedia opportunities such as training watershed protection inspectors to enforce certain air quality regulations, since they may encounter engine idling and fugitive dust violations at construction sites they inspect.	Ongoing.	Segments of the Hazwoper 24-hour curriculum will allow for specific program training. Inspectors have been cross-trained in coal tar and bag bill infractions. On January 30, 2014, the Enforcement Roundtable was used to cross-train inspectors in Watershed Protection and Engine Idling.	See Section 2.b., above.	Cross-trained inspectors have more opportunities to see more violations, which should increase enforcement.
31					
32					
33					

	A	B	C	D	E
34	3. Address Resource Needs				
35	Objective: DDOE will seek additional resources necessary to support and/or enhance enforcement capabilities.				
36					
37	Actions	Target Date	Status	DDOE Contact	Effect on DDOE's Operations
38	3.a. DDOE will hire an Emergency Response Coordinator who will not only coordinate DDOE's internal response to environmental emergencies such as the release of toxic substances, but will also increase inter-agency communication. In addition, the Emergency Response Coordinator will improve DDOE participation in control and clean-up actions related to environmental emergencies (often led by Homeland Security and Emergency Management Agency and Fire and Emergency Medical Services).	Completed Sept. 2012.	The E.R. Coordinator, John Emminizer, Jr., started in September 2012.	HR; E.R. Coordinator	The E.R. Coordinator serves as the agency's Risk Management Representative, On-Scene Environmental Emergency Response Coordinator, and designated point of contact for a number of regional emergency response coordination efforts in the area.
39	3.b. DDOE will implement a medical monitoring program to ensure the health of employees exposed to occupational hazards.	Projected implementation: by the early 3Q14 (delayed by questions and negotiations over who will be covered)	In Spring 2013, HR and the Programs identified and negotiated over staff in need of Medical Monitoring and Surveillance ("MMS"). HR, with OGC review, drafted an Office Order for MMS. DDOE's HR sent the draft to ORM, OLRCB, and the unions. We have made changes based on ORM's advice and have sent it to the unions for their final review. Employees who are not on the list but believe they should be covered have the ability to apply to the program or "opt-in."	HR	A baseline physical allows health professionals to track an individual's health over time--aiding risk minimization from exposure to harmful materials.

	A	B	C	D	E
40	3.c.1. DDOE will provide the required equipment to allow inspectors to conduct on-site sampling and testing safely.	Completed, Jan. 2013	HR obtained a comprehensive list of equipment needed from all Programs. DDOE has completed a Personal Protective Equipment ("PPE") assessment and has reviewed DDOE's sampling protocols and equipment at hand to ensure we are using the safest work practices. PPE appropriate for the inspectors is presently in place and is currently being issued by the individual administrations. A PPE training class was held for all inspectors on May 29, 2013.	E.R. Coordinator; Program Management	Proper equipment will allow safe sampling and testing.
41	3.c.2. DDOE will secure contracts for sampling and testing that cannot be done by DDOE staff.	Completed Dec. 4, 2012	As of Dec. 4, 2012, a contractor (TetraTech) is available for most sampling and testing needs. Many of the programs already perform sampling, so this contract will cover those that do not.	Paul Connor / Richard Jackson (both DDOE)	Contract sampling and testing will allow better enforcement. Better evidence will better support legal actions, as necessary.

	A	B	C	D	E
42	3.d. DDOE will explore the feasibility and benefits of integrating enforcement databases.	Initial exploration completed by the end of FY12. Two new IT contractors started in Spring 2013. OEEJ functionality is nearly complete; remaining programmer is working on UST/LUST. Full programming and implementation may be a multi-year process, and is being funded through agency savings.	A database contractor started in July, 2012, and met with all programs, reverse-engineered databases, drew schema, etc. KPD resulted in significant delays during Nov. and Dec. 2012. In Jan. 2013, IT terminated the contractor, identified new funding, and hired two contractors to complete delivery. Once properly scoped, the project has been revealed to be much larger than expected (now linking 50+ databases) that full implementation is a multi-year effort. Phase 1 is geared towards OEEJ, UST/LUST, Bag Bill/Stormwater, and Lead. Additional servers have been purchased, and database development is underway.	IT, Alan Barak / OGC, and OEEJ	Databases that “talk” to each other will allow inspectors to access a wider range of relevant information (say, on a specific property or violator). A new database will eliminate much “double entering” of information, and will improve reporting—all of which will save DDOE time and improve efficiency.
43	4. Enhance Compliance and Enforcement Methods				
44	Objective: DDOE will employ both compliance assistance and penalties to meet enforcement goals.				
45					
46	Actions	Target Date	Status	DDOE Contact	Effect on DDOE’s Operations

	A	B	C	D	E
47	4.a. DDOE will reach out to and educate affected constituencies when significant legislative or regulatory changes are made.	Ongoing.	An EPA communications expert discussed with DDOE available tools that programs can use in the education and PR process. DDOE always works with affected constituencies (e.g., major trade organizations such as DCBIA and AOBA, and environmental groups such as the DC Environmental Network) to get feedback before regulations are finalized. DDOE meets quarterly with environmental stakeholders, and has initiated an open pre-publication development process with some of the regulated entities for certain regulations. With the Mayor's push for sustainability, DDOE has maintained a strong presence online and at community events. Such interaction educates constituents and increases compliance. In 1QFY14, Director Anderson tapped the Principal Deputy Director to have an enhanced presence with key groups like AOBA and DCBIA.	Director's Office, Office of Community Relations, each Program	The hope is that increased publicity will put the regulated community on notice. Consequently, potential violators will come into compliance on their own without the expenditure of inspection resources.
48	4.a., continued.	As needed.	DDOE supports a transition period for new rules in which they would issue warnings, not tickets, for violations. Violations of the new Energy Benchmarking requirements, for example, will initially lead to a warning, not a fine. This transition period also allows the agency to educate the public and the regulated community about the new rules.	Programs	Warning the regulated community and the public first, before fining, allows a transition time. Warnings decrease fine revenue but increase good will.

	A	B	C	D	E
49	4.b. DDOE will issue fines as an important part of achieving compliance through deterrence.	Ongoing for most programs. Regarding the Fisheries and Wildlife program, we are still developing the enforcement protocols and draft Harbor Patrol MOU.	DDOE's focus on enforcement stresses the use of fines as one tool of many to effect compliance. Note: some programs require warnings first. Please also note: sometimes increased enforcement leads to increased compliance--and decreased fines (as was seen, for example, in the number of NOIs the year after the UST program wrote 80+ NOIs for "failure to register"). In June 2013, the Director asked the Fisheries and Wildlife Division to propose a way to work with MPD's Harbor Patrol in order to safely enforce fish and wildlife regulations; those conversations are still ongoing.	Programs	Fines should aid DDOE's enforcement efforts through the deterrent effect.
50	4.c. When appropriate, DDOE will consider suspensions, modifications, or revocation of permits and licenses, as part of an enforcement action.	As needed.	The Lead Program has revoked licenses. AQD has been meeting with DCRA to develop a policy to revoke licenses for asbestos workers and supervisors as needed. At April 4, 2013's Enforcement Meeting, Amber Sturdivant led a discussion on her program's successful use of the Clean Hands Act (about 20% of applicants owe the District money and must pay first). In June 2013, OEEJ coordinated with DCRA's licensing division so that DDOE inspectors with a problem site can ask DCRA to perform a full license compliance check.	All Programs	Revoking licenses should aid DDOE's enforcement efforts; violators will have to comply in order to regain their license. This strong enforcement measure should increase the deterrent effect.

	A	B	C	D	E
51	4.c., continued.	Sent DDOE contact list to DCRA in April, 2012 and revised version in March 2013. DDOE received DCRA's list in May 2012, March 2013, and January 2014.	DDOE continues to meet with DCRA to discuss and coordinate enforcement issues. In addition, DDOE regularly sends DCRA a contact list and receives a similar list in return. DCRA invited us to lead training programs for their staff (we plan to start with Kate Judson on Bag Bill and Coal Tar issues). On June 19, 2013, four professionals from DCRA Business and Professional Licensing Administration led a noon-time discussion with nearly 40 DDOE staff. DDOE has several staff "embedded" at DCRA. In 2012, DCRA gave DDOE three of its 20 site licenses for DCRA's Accela online database. This access now allows DDOE personnel to access DCRA licensing and permit data without having to contact a rep at DCRA with each inquiry. In July, 2012, DDOE participated in DCRA's Citywide Business Compliance Initiative (CBCI) Initiative, a program that sought to educate businesses on regulatory compliance. Both stormwater and air quality inspectors from DDOE participated. As part of this initiative, all CBCI participants from all city agencies were invited to cross-train other inspectors on their programs. Kate Judson cross-trained inspectors and staff from four different sister agencies on both the Bag Law and Coal Tar programs. In Spring 2013, DDOE's Steve Kelton was appointed to the Mayor's Business Regulatory Reform Task Force--which has led to numerous conversations with DCRA about issues that affect both agencies (e.g., electronic submission of documents via "ProjectDox"). In October, 2013, DCRA worked with DDOE to educate new businesses about Bag Bill requirements. DCRA and DDOE convened a working group in January 2014.	Steve Kelton, Collin Burrell, Pierre Erville, Lauren Maxwell	A better relationship with DCRA has many positive outcomes: quicker answers to our questions, more "eyes and ears" as DCRA inspectors tune into potential environmental violations.
52					
53					
54					

	A	B	C	D	E
55	5. Develop Penalty Policies and Equitable Enforcement Guidelines				
56	Objective: DDOE will develop metrics and will amend the <i>Enforcement Guidelines</i> to include policies that strengthen compliance assurance and ensure equitable enforcement.				
57					
58	Actions	Target Date	Status	DDOE Contact	Effect on DDOE's Operations
59	5.a. DDOE will adopt clear policies for seeking and imposing multi-day penalties.	February 2014.	A draft was supplied by OGC, reviewed by OEEJ, and discussed by enforcement managers. After significant internal review, DDOE sent the draft in March 2013 to EPA for review and comments. The new Enforcement Guidelines are in the final stages of drafting, with implementation and training to begin in March 2014.	Amy McDonnell / OGC & OEEJ	Multi-day penalties strengthen our enforcement position by vastly increasing the potential fine amounts.
60	5.b. DDOE will consider the economic benefit violators derive from non-compliance when assessing certain penalties.	By July 1, 2013: provided ABLE and BEN training.	EPA has offered to provide "ability to pay" ("ABLE") and "economic benefit" ("BEN") training as part of PPA support. For example, NETI offered an ABLE webinar on May 2, 2013. BEN training is also available online. Most Notices of Infraction do not require such economic benefit scrutiny; this factor will mainly be at play in larger, multi-day penalties.	Amy McDonnell/ OGC; OEEJ; HR training coordinator	By considering the economic benefit violators derive from non-compliance, DDOE can "level the playing field" when assessing certain penalties.
61	5.c. DDOE will develop metrics showing efficacy of enforcement, with recognition of the variability of environmental impacts associated with different types and scales of violations (e.g., homeowners versus large institutional polluters).	Development of metrics on hold indefinitely.	The original goal here was to match the level of enforcement with the gravity of the violation. Current techniques, however, are best suited to large cases with significant identifiable pollutant savings (e.g., smokestacks). On the next case involving large levels of pollution, EPA is glad to help DDOE calculate environmental benefit. There is no target date for metrics for small polluters--no relevant methodology exists. On Oct. 3, 2013, OEEJ again discussed at Enforcement Meeting the importance of focusing on biggest, most egregious polluters.	Programs	These types of numbers tend to interest the public especially. They will also help justify certain programs.

	A	B	C	D	E
62	5.d. DDOE will review program standard operating procedures ("SOPs") periodically for consistency with the <i>Enforcement Guidelines</i> .	Ongoing refinement.	Assisted by the Environmental Law Institute, all enforcement programs now have at least draft SOPs; all SOPs are in a similar format. OEEJ is coordinating the process by which the Director will sign off on completed SOPs (he has already signed off on AQD and UST SOPs). Starting in 3Q FY14, OEEJ will coordinate the development of SOPs that cut across programs, e.g., an SOP for "chain of custody" procedures. DDOE is also rewriting its Quality Management Plan, which will call for additional SOPs and thus will positively impact the quality of operations.	Steve K./ OEEJ is leading the SOP approval process.	SOPs have many benefits, including improving quality of the enforcement process and holding people accountable. SOPs also support the uniform administration of DDOE's laws and regulations.
63					
64					
65	6. Create Performance Measures				
66	Objective: Existing performance measures do not reflect the actual state of environmental compliance. Therefore, in addition to measuring traditional enforcement activities, such as the number of inspections conducted, programs will develop performance metrics to determine whether the program is successfully achieving environmental benefits through its enforcement priorities.				
67					
68	Actions	Target Date	Status	DDOE Contact	Effect on DDOE's Operations
69	6.a. Performance indicators should include, but not be limited to: pounds of pollutants reduced; gallons of groundwater treated; dollar value of injunctive relief and supplemental environmental projects; number of self-audits and corrections by companies/facilities; and number of entities seeking compliance assistance.	2Q14	The Water Quality Division's MS4 program has an annual report that tracks such information (e.g., positive impact from tree plantings). DDOE has requested help from EPA to develop metrics for the other programs. See 5.c., above.	Program Managers	These performance metrics will help determine whether a program is successfully achieving environmental benefits through its enforcement priorities.

	A	B	C	D	E
70	<p>6.b. Program managers will revise SOPs to incorporate the reporting and measuring of specified performance indicators. Where possible, these indicators will be expanded across divisions to create a standard set of enforcement data that will be utilized to track the agency's performance.</p>	<p>FY14 for SOPs.</p>	<p>See 6.a. Program managers have either recently revised their SOPs, or are in the process of revising their SOPs. OEEJ will coordinate the process by which the Director will sign off on revised SOPs.</p>	<p>Program Managers</p>	<p>See above comment.</p>
71	<p>6.c. DDOE will continue to track traditional performance metrics such as the number of inspections conducted, the number of permits issued, the number of plans reviewed, and the number of facilities receiving compliance assistance, and will promote use of common data elements to promote consistent tracking across programs. Such activities will be broken down by activity and by inspector so that individual inspectors' performance can be more easily understood.</p>	<p>All programs compiled enforcement metrics for 3Q12 and will do so quarterly. 4Q12 and FY13 numbers have also been produced and transmitted.</p>	<p>This data is intended to be more detailed in terms of productivity measures than the tracking in 1.a., above. DDOE met with all programs to discuss reporting requirements for enforcement activities, and developed templates for report tracking spreadsheets. The programs, OGC, Keith Anderson, and CM Cheh's office were asked to review and comment on the proposed format. OEEJ shared this first report with top management and the Mayor's Office for review before providing to Council. The database rewrite project may eventually automate these reports. In addition to quarterly enforcement metrics, DDOE uses Key Performance Indicators (KPIs) to track its work. For OEEJ, the KPIs will measure fine revenue, compliance rates, and number of NOIs processed. The decision was made not to set a numeric goal for increasing enforcement actions. OEEJ provided feedback on other programs' KPIs.</p>	<p>OEEJ</p>	<p>Most of the traditional performance metrics are already being collected. The data are compiled in one place and include all enforcement activities, are reported quarterly, and provide timely feedback to the managers on inspector and program output.</p>

	A	B	C	D	E
72	6.d. DDOE will develop a database for tracking compliance, in particular the percentage of entities that return to compliance following an enforcement action, as well as repeat violations.	March 2012: Civil Infractions database programmed to track compliance of Notices of Infraction (NOI). Quarterly: OEEJ supplies to the Programs a list of recent respondents and urges inspectors to verify compliance if they have not already done so.	As one of its KPIs, DDOE continues to track compliance information for all NOIs. Compliance for FY13 was 80.3% (98 out of 122 NOIs, excluding bag bill and engine idling NOIs where compliance is not applicable). This number is expected to trend up as inspectors better follow up on, and report, compliance. OEEJ provides inspectors with detailed reports showing respondents who still need to come into compliance. On request, OEEJ has run reports showing repeat offenders for engine idling and Watershed Protection Division violations.	OEEJ	DDOE can now accurately track the compliance of violators. Inspectors get database-prompted feedback to reinspect violators until compliance is achieved.
73					
74	7. Increase Public Awareness				
75	Objective: DDOE will better inform the public about its policies and procedures, activities that trigger regulatory scrutiny, and its enforcement actions in order to deter violations.				
76					
77	Actions	Target Date	Status	Contact	Effect on DDOE's Operations
78	7.a. DDOE will update its website periodically to ensure up-to-date information about relevant laws, regulations, permit and licensure procedures, fees, and program contact information.	Programs continually update their pages on the DDOE website; such updates are an ongoing project.	OGC, OEEJ, and the Programs have discussed and implemented numerous website changes. For example, a flowchart of the NOI process was added to OEEJ's page. At Feb. 6, 2014's Enforcement Meeting, managers engaged DDOE's website manager and Community Relations staff in a discussion about web design and usability.	OEEJ, with Joe Morcos's support	A clear website will eliminate routine calls and will better inform the regulated community and District residents.

	A	B	C	D	E
79	7.b. DDOE will publish on its website enforcement statistics and press releases regarding significant enforcement actions.	These tasks are ongoing. FY13 stats will be posted by Jan. 31, 2014.	See also, 4.a., above, regarding publishing enforcement-related press releases. On August 20, 2013, and on Feb. 5, 2014, OEEJ met with entire Office of Community Relations to discuss ways to better work together. OEEJ posts enforcement stats on the OEEJ webpage as data is available. The Programs issue press releases when appropriate.	OEEJ / Public Relations Staff (Donna Henry, Joe Morcos)	Sharing enforcement stats will “share our story” and will encourage self-compliance.
80	7.c. DDOE will examine the potential use of other social media (i.e., Twitter) as a mechanism to increase public awareness and assist compliance and enforcement.	Ongoing.	DDOE uses Twitter and Facebook to increase public awareness, and to advertise education and training opportunities open to the public.	Programs / OGC / IT	The use of social media will increase public awareness, advertise education and training opportunities, and assist compliance and enforcement.
81	7.d. DDOE will create a standard operating procedure for logging in, tracking, and responding to complaints across the agency to ensure high-quality and accessible enforcement information.	TBD--tied to new database development.	See 3.d., above. The database rewrite will eventually include new tools for managing and tracking enforcement activities, including complaints. On Sept. 5, 2013, top 311 supervisors presented and discussed their tracking system before DDOE enforcement managers.	Programs/ IT	Creating a complaint tracking system will help ensure high-quality and accessible enforcement information—DDOE does not keep agency-wide complaint information. Such a database should help eliminate the confusion and duplication when a caller reaches out to several staff, ANC, Council members, and the Mayor—without telling us of the multiple complaints.
82					
83					
84					

	A	B	C	D	E
85	8. Fix Statutory and Regulatory Impediments to Enforcement				
86	Objective: DDOE will seek appropriate changes to statutes and regulations to strengthen key regulatory tools and allow for proper enforcement against violators.				
87					
88	Actions	Target Date	Status	Contact	Effect on DDOE's Operations
89	8.a. DDOE will conduct a comprehensive analysis of its authorizing laws and regulations to identify needed changes, which may include separate criminal and civil penalty provisions, authority for right of entry and required production of documents, and clear procedures for appeals and hearings.	Ongoing/in process	DDOE has prepared a list of statutory and regulatory priorities. OGC has been making improvements systematically as it has amended regulations; OGC overhauls the enforcement and appeals sections of any regulations up for review. For example, inadequate authorities in the air quality law and regulations will be addressed by the District of Columbia Air Pollution Control Amendment Act of 2014 and the revision to Chapter 1 of 20 DCMR.	OGC, Karim Marshall (Legislative and Regulatory Analyst)	Updating DDOE laws and regs will improve our enforcement by giving us the necessary legal authority to do our jobs. The changes will also clean up outdated, misleading, and incorrect authorities.
90	8.b. DDOE will amend the environmental provisions within the civil infractions Schedule of Fines. Each program will thoroughly review and revise the Schedule of Fines, adding fines for new regulations and updating fines for older violations consistent with enforcement goals/initiatives.	The Schedule of Fines will be published for public comment in the February 21, 2014 issue of the DC Register	OGC hired ELI to help revise the schedule of fines. Their piece was finished in 4Q12, followed by significant work by OGC and the programs in preparation for public comment. The Schedule of Fines will be published for public comment in the February 21, 2014 issue of the DC Register	Amy McDonnell (OGC)	Revising the schedule of fines will improve DDOE's operations in several ways: correcting confusing or wrong information; creating a new DDOE-only chapter under DCMR Title 16 (and thus removing our fines from the Department of Health schedule, for example).
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	A	B	C	D	E
96	9. Improve Criminal Enforcement Protocols				
97	Objective: DDOE does not have criminal enforcement capacity, so it will work with appropriate partners to develop improved protocols for referrals to agencies better equipped to handle serious violations.				
98					
99	Actions	Target Date	Status	DDOE Contact	Effect on DDOE's Operations
100	9.a. DDOE will become an active participant in a regional environmental crimes task force that includes federal (EPA and FBI) and bordering state (MD and VA) participants.	DDOE's participation is ongoing.	OGC met with EPA's Regional Environmental Crimes Taskforce, and participates in task force meetings. EPA's special agent Pat Coyne spoke to our enforcement meeting. His fellow agent, Socrates Michael, will be DDOE's point of contact.	OGC	Participating in the environmental crimes task force will increase our ability to prosecute environmental crimes—through training and a network of contacts.
101	9.b. DDOE will develop a protocol for referring suspected environmental crimes to appropriate federal authorities.	Completed January 2014.	The Director has approved an SOP for contacting EPA Criminal Investigations Division (CID).	OGC	See above.
102	9.c. DDOE will ensure that enforcement staff are trained on the types of criminal activity for which they should be particularly alert.	Each Program has received the approved SOP in January 2014.	See also, 9.d., below.	OEEJ, OGC, all programs	See above.

	A	B	C	D	E
103	<p>9.d. DDOE will coordinate with District agencies including the DC Metropolitan Police Department (“MPD”), the DC Department of Public Works (“DPW”), the DC Department of Consumer and Regulatory Affairs (“DCRA”), the DC Fire and Emergency Medical Services Department (“FEMS”), the Office of the Attorney General (“OAG”), and any other agency that enforces environmental laws within the District, to create a protocol for addressing environmental crimes.</p>	<p>Ongoing.</p>	<p>Director Anderson met with DPW and MPD to discuss ways to work together and increase targeted enforcement.</p>	<p>OGC, ER Coordinator</p>	<p>See above.</p>

Attachment 28c – Inspector Training List

**GOVERNMENT OF THE
DISTRICT OF COLUMBIA
DISTRICT DEPARTMENT OF THE ENVIRONMENT**



Recommended Training for Inspectors



Keith A. Anderson, Director

**Office of Enforcement and Environmental Justice
Steve Kelton, Chief**

September 12, 2013

Table of Contents

Introduction..... 3

Air Quality Division 4

Highly Recommended Training 4

Refresher Training..... 4

Recommended Training..... 4

Course Descriptions: Highly Recommended Training..... 5

Course Descriptions: Recommended Training 5

Lead & Healthy Housing Division 7

Highly Recommended Training 7

Refresher Training..... 8

Recommended Training..... 8

Course Descriptions: Highly Recommended Training..... 8

Stormwater Management Division 9

Highly Recommended Training 9

Refresher Training..... 10

Recommended Training..... 10

Toxic Substance Division, Hazardous Materials Branch, Hazardous Waste Program 10

Highly Recommended Training 10

Refresher Training..... 11

Recommended Training..... 11

Course Description: Highly Recommended Training 11

Course Descriptions: Refresher Training..... 11

Course Description: Recommended Training..... 12

Toxic Substance Division, Hazardous Materials Branch, Pesticides Program..... 12

Highly Recommended Training 12

Refresher Training..... 13

Recommended Training..... 13

Course Descriptions: Highly Recommended Training..... 13

Course Descriptions: Refresher Training..... 14

Course Description: Recommended Training..... 14

Toxic Substance Division, Underground Storage Tanks Branch..... 15

Highly Recommended Training 15

<i>Refresher Training</i>	16
<i>Recommended Training</i>	16
<i>Course Descriptions: Highly Recommended Training</i>	16
<i>Course Descriptions: Refresher Training</i>	18
<i>Course Descriptions: Recommended Training</i>	19
Water Quality Division	22
<i>Highly Recommended Training</i>	22
<i>Refresher Training</i>	22
<i>Recommended Training</i>	23
<i>Course Description: Highly Recommended Training</i>	23
<i>Course Description: Refresher Training</i>	23
<i>Course Descriptions: Recommended Training</i>	23
Watershed Protection Division	24
<i>Highly Recommended Training</i>	25
<i>Refresher Training</i>	25
<i>Recommended Training</i>	25
<i>Course Descriptions: Highly Recommended Training</i>	26
<i>Course Description: Refresher Training</i>	26
<i>Course Descriptions: Recommended Training</i>	26
Training for All Inspectors	27
<i>Course Descriptions</i>	27

Introduction

The mission of the District Department of the Environment (DDOE) is to improve the quality of life for the residents and natural inhabitants of the nation's capital by protecting and restoring the environment, conserving our natural resources, mitigating pollution, and educating the public on ways to secure a sustainable future. To fulfill this mission, DDOE will need highly trained people—especially inspectors. That is where this list of Recommended Training comes in.

The following pages detail the basics of what an inspector needs to know to do his or her job. Individual program needs are taken into account, but the document recognizes that inspectors also need common core skills: HAZWOPER, office technology, and so forth.

And *mastery of skills* should be our focus, not just attending classes. The following list of recommended training is flexible enough to allow new employees with verifiable skills to not take a class. But the focus on skills also demands that veteran employees who have taken a class five times over the years but have failed to learn and practice the material take that class again. Attendance alone is not proof of mastery. If a class on the list—especially a software-related one—is irrelevant for certain inspectors, they should not take it. For all inspectors, managers have the final say in their staff's training needs.

Disclaimer: The information contained in this document is intended to outline the recommended training for each program within its respective administration. This material is to be utilized as a path for professional development. The classes recommended in this manual are subject to change. All recommendations are subject to management approval, course offerings, and funding availability.

Air Quality Division

Compliance and Enforcement Branch

POSITION: Environmental Engineer/ Environmental Protection Specialist

The Compliance and Enforcement Branch manages the implementation of the District's air quality regulations and asbestos regulations. Inspectors respond to air quality complaints from District residents, as well as routinely inspect stationary and mobile sources of air pollutants to ensure that air pollution is minimized to protect the District's citizens, millions of visitors, and natural environment. The inspectors for the asbestos program ensure that asbestos removal contractors protect their own health and safety, and the health and safety of building occupants and the general public, when performing asbestos material handling or removal projects.

Highly Recommended Training¹

- 24-hour Hazwoper course (40-hour course for those designated as emergency responders)(AQ, A)
- EPA Basic Inspector Training (AQ, A)
- Classes, self-study, conferences, mentoring, etc. necessary to gain and maintain expert knowledge of the legal authorities (including statutes, regulations, guidance, and other reference materials) that govern the inspector's practice area (AQ, A)
- DDOE databases (including "ICE") and other standard software appropriate to, and needed by, the professional (e.g., MS Office suite, including Word and Outlook) (AQ, A)
- Technical Writing (AQ, A)
- All courses required by the agency's Quality Management Plan (AQ, A)

Refresher Training

- 8-hour annual Hazwoper refresher course (AQ, A)
- Smoke School for Inspectors (required every six months) (AQ)
- Annual Asbestos Hazard Emergency Response Act (AHERA) Inspector Certification (A)
- Program-specific training as identified by supervisor (AQ, A)

Recommended Training

- Introduction to Emission Inventories (AQ, A)
- Advanced Inspector Training (AQ, A)
- Continuous Emission Monitoring (AQ)

¹ AQ – Air Quality Inspector Recommendation, A – Asbestos Inspector Recommendation.

- Enforcement Case Development and Resolution (AQ, A)
- Observing Source Tests (AQ)
- Principles & Practices of Air Pollution (AQ)
- Theory & Application of Air Pollution Control Devices (AQ)
- Cross-training/multi-media inspections (AQ, A)
- Google Earth DC (AQ, A)

Air Quality Division / Compliance and Enforcement Branch

Course Descriptions: Highly Recommended Training

Smoke School for Inspectors:

Train Visible Emissions Evaluators to document compliance with state and federal air quality permits and regulations that require the use of [EPA Method 9](#)- Visual Determination of [Opacity](#) of Emissions from Stationary Sources in accordance with [40 CFR 60 Appendix A](#). All stationary sources such as bag houses or smokestacks to name a few, with a potential for emitting airborne visible emissions like smoke, dust, or other particulates are required by their permits to be read at prescribed times by Certified Visible Emissions Evaluators. Visible Emissions Evaluator certificates are valid for six months.

AHERA Inspector Certification (Asbestos Inspectors):

The Asbestos Hazard Emergency Response Act which the federal government has developed AHERA to govern the better use of asbestos in a bid to protect the public from adverse effects of use and handling asbestos. AHERA accreditation is acquired by attending a basic course in specific areas and by passing the actual exam. Asbestos courses lead to AHERA accreditation and by receiving a certificate which is valid for one year. Once you are certified, it is your responsibility to renew the certificate by taking refresher course.

Course Descriptions: Recommended Training

Introduction to Emission Inventories:

This course is designed to assist air pollution professionals and others in understanding the process of developing an air emissions inventory. It defines common terms and concepts associated with the development of an emissions inventory and presents and explains the various components of developing an air emissions inventory.

Advanced Inspectors Course:

This three-day course, designed for inspectors with at least three years of experience, provides discussion, demonstrations, and practice in specific skills such as information

research, digital camera usage, vulnerability assessment, interviewing, report writing, lab fraud, and program enhancements.

Writing for Inspectors Course:

This class is designed to provide professionals in the enforcement and compliance program with practical tools for improving their writing and gaining insight into the writing process. Topics covered include how to organize ideas, create and refine prose, and improve editing skills

Continuous Emission Monitoring:

The course will incorporate the basic fundamentals of Continuous Emission Monitoring systems where the purpose and applicability of CEM systems mandated by federal regulations such as 40 CFR Part 60 and Part 75 will be reviewed. Several different types of commercially available extractive & in situ systems with emphasis on performance specifications, including installation, design, testing, & certification will be discussed. The course will incorporate monitoring & reporting requirements, system calibration & quality assurance/quality control program including procedures for conducting performance audits like Cylinder Gas Audit (CGA), Linearity & Relative Accuracy Test Audit (RATA). Compliance Assurance Monitoring (CAM) plans, as required by 40 CFR Part 64 will also be discussed. Students will perform several exercises such as emissions calculations, monitoring plan, span and range, CGA, linearity & RATA.

Continuous Emission Monitoring: Observing Source Tests:

Observations of compliance performance emission tests are an important part of any air pollution enforcement program. Data obtained during these tests are used to determine compliance with regulatory standards or to determine baseline operating conditions for a source. We present the basic principles of source test observation (STO) and the fundamentals of source testing methods, including Method 5, sampling train and procedures. We also discuss sample recovery observations, procedural inspections, calculations, report writing and QA techniques. Students will participate in a Method 5 sampling train "mock inspection" and receive hands-on training.

Enforcement Case Development and Resolution:

This course is designed for a student that seeks to understand the complete compliance assessment process including enforcement. The student should come away with the knowledge and skills necessary to become a productive member of a compliance team. The two and one-half day course will focus on the enforcement case process used by US local, state, and federal environmental agencies primarily the administrative and civil judicial processes. Topics include targeting the appropriate enforcement option, penalties, negotiation, and case resolution follow-up. The course discusses violation resolution options, including informal action, formal notices, administrative orders,

administrative consent orders, civil litigation settlement and case litigation. The importance of proper documentation and adherence to procedure will be emphasized. The course includes a combination of lectures, exercises, and role-playing.

Principles & Practices of Air Pollution:

This entry-level course presents a broad overview of the major aspects of air pollution control. The lessons include information about pollutants, pollutant sources, effects of pollution, dispersion of pollutants, measurement and control of emissions, laws and regulations pertaining to air pollution control, and other related topics.

Theory & Application of Air Pollution Control Devices:

This course will provide a detailed introduction to air pollution control equipment and methods used to control particulate and gaseous air emissions. The course will cover theory, operation, applications, design considerations, inspection strategies, compliance assurance monitoring and regulations for cyclones, baghouses, wet and dry scrubbers, electrostatic precipitators, carbon beds, bio filters, condensers, flares, thermal and catalytic oxidizers. NOx controls like selective catalytic reduction (SCR), selective non-catalytic reduction (SNCR), flue gas recirculation (FGR), and ultra low-NOx burners will also be discussed

Google Earth DC

This standalone course provides an introduction to Google Earth DC, the District's customized version of Google Earth. This class covers how Google Earth DC is being used by various agencies in the District to assist with resource management. The class will also teach the use of Google Earth DC in visualizing existing DC GIS datasets, as well as the students' own data.

Lead & Healthy Housing Division

POSITION: Environmental Protection Specialist (Lead Inspectors/Risk Assessors)

Risk Assessor (Certification):

A risk assessor is a certified individual who conducts on-site investigations to determine the existence, nature, severity, and location of lead-based paint hazards in a residential dwelling or child-occupied facility and the provision of a written report explaining the results of the investigation and options for reducing lead-based paint hazards.

Highly Recommended Training

Each applicant for a certificate as a Risk Assessor shall:

- Complete U.S. Environmental Protection Administration (EPA)-accredited Risk Assessor training program
- Complete a Lead Inspector training course
- Complete the national third-party and D.C. law examination
- Pass both the national third-party examination and D.C. law examination with a score of 70% or more
- Complete the 24-hour Hazwoper course (40-hour course for those designated as emergency responders)
- Complete the EPA Basic Inspector Training
- Gain and maintain (through classes, self-study, conferences, etc.) expert knowledge of the legal authorities (including statutes, regulations, guidance, and other reference materials) that govern the inspector’s practice area
- Be proficient at DDOE database use (including the Inspection/Compliance/Enforcement database—or “ICE”) and other standard software appropriate to, and needed by, the professional (e.g., MS Office suite, including Word and Outlook)
- Take a Technical Writing class
- Take all courses required by the agency’s Quality Management Plan

Refresher Training

- 8-hour annual Hazwoper refresher course
- Program-specific training as identified by supervisor

Recommended Training

- Cross-training/multi-media inspections

Lead & Healthy Housing Division

Course Descriptions: Highly Recommended Training

Risk Assessor Training Program: **(Course must be EPA-accredited)**

This course is designed to provide course attendees with information about identification of lead hazards, so as to assist in the prevention of lead poisoning. Other topics of discussion include; liability considerations, the several different types of Risk Assessments (RA), procedures for accomplishing the various types of RA, the importance of visual examinations and what to look for, various causes of exposure to lead hazards due to paint and/or structural integrity failure, investigations of sources of exposure when a child has been lead poisoned, and how to figure pricing for the conduct of a RA.

Lead Inspector Training:

This course is for persons who want to determine the presence of lead-based paint (LBP) in target housing, child-occupied facilities, commercial & public buildings, and industrial structures/facilities. Participants are given information about where to find lead in most structures, why lead has been used, and reporting requirements.

National Third-Party Examination:

EPA has developed 100-question, multiple-choice examinations for each of the three training disciplines for lead-based paint abatement professionals requiring certification under its final TSCA section 402/404 regulation (40 CFR Part 745). These professionally-developed exams, which must be administered by a third-party (i.e., other than the accredited training entity or the students themselves), are aimed at testing for and measuring competency among persons seeking certification to perform lead-based paint activities in Target Housing and Child-Occupied Facilities. The regulations stipulate that all inspectors, supervisors, and risk assessors must pass a third-party exam as a prerequisite for obtaining certification.

Stormwater Management Division

POSITION: Environmental Protection Specialist

The Environmental Protection Specialist is responsible for managing two stormwater management enforcement programs: the District's ban on coal tar pavement products and the District's Bag Law.

Coal tar enforcement involves the inspection of asphalt and concrete surfaces suspected to be in violation of the ban. If laboratory analysis of a site sample indicates that the product used contains coal tar, the inspector will take enforcement action (including warning notices and civil infractions) requiring the owner and/or applicators to come into compliance with the ban by remediating the property.

Bag Law enforcement involves undercover, "secret shopping" inspections of businesses for compliance, and issues enforcement actions, both warning notices and civil infractions, if violations are found.

Highly Recommended Training

- Classes, self-study, conferences, mentoring, etc. necessary to gain and maintain expert knowledge of the legal authorities (including statutes, regulations, guidance, and other reference materials) that govern the inspector's practice area
- 24-hour Hazwoper course (40-hour course for those designated as emergency responders)

- EPA Basic Inspector Training
- DDOE databases (including “ICE”) and other standard software appropriate to, and needed by, the professional (e.g., MS Office suite, including Word and Outlook)
- Technical Writing
- All courses required by the agency’s Quality Management Plan

Refresher Training

- 8-hour annual Hazwoper refresher course
- Program-specific training as identified by supervisor

Recommended Training

- Cross-training/multi-media inspections

Toxic Substance Division, Hazardous Materials Branch, **Hazardous Waste Program**

POSITION: Environmental Engineer/ Environmental Protection Specialist

The Hazardous Waste Program’s primary goals are to protect human health and the environment from the potential hazards of waste disposal, to conserve energy and natural resources, to reduce the amount of waste generated, and to ensure the generated wastes are managed in an environmentally sound manner. Its inspectors are responsible for ensuring compliance from commercial businesses as well as federal, State, and local government facilities that generate, transport, treat, store, or dispose of hazardous waste. Each of these entities is regulated to ensure proper management of hazardous waste from the moment it is generated until its ultimate disposal or destruction.

Highly Recommended Training

- Applicable training courses (site remediation, waste treatment standards, waste analysis, etc.—as available) offered by the Interstate Technology and Regulatory Council (ITRC)
- 24-hour Hazwoper course (40-hour course for those designated as emergency responders)
- RCRAINFO and ECHO (EPA Based reporting databases)
- EPA Basic Inspector Training
- EPA Region 3 RCRA Inspectors Workshop
- Applicable training courses (hazardous waste management, hazardous waste training, permit writing, etc.—as available) offered by the Association of State and Territorial Solid Waste Management Officials (ASTSWMO)

- Classes, self-study, conferences, mentoring, etc. necessary to gain and maintain expert knowledge of the legal authorities (including statutes, regulations, guidance, and other reference materials) that govern the inspector’s practice area
- DDOE databases (including “ICE”) and other standard software appropriate to, and needed by, the professional (e.g., MS Office suite, including Word and Outlook)
- Technical Writing
- All courses required by the agency’s Quality Management Plan

Refresher Training

- Meetings/Conferences offered by ASTSWMO
- Annual RCRAINFO Training
- 8-hour annual Hazwoper refresher course
- Program-specific training as identified by supervisor

Recommended Training

- Cross-training/multi-media inspections
- Google Earth DC

Toxic Substance Division / Hazardous Materials Branch Hazardous Waste Program Course Description: Highly Recommended Training

ITRC:

The Interstate Technology and Regulatory Council nationwide training courses are unique forums for the exchange of technical and regulatory information related to environmental remediation.

Course Descriptions: Refresher Training

EPA Region 3 RCRA and Corrective Action Workshops:

Specific Program Workshops for updating regulatory information, view presentations, discuss enforcement cases and exchange how states approach various duties

ASTSWMO:

The Association of State and Territorial Solid Waste Management Officials holds two general membership meetings each year, and a number of specialized roundtables, workshops or conferences for specific program areas of high interest. The meetings include officials from U.S EPA to ensure that our members are aware of the most current developments related to their programs and coordinate the work of our State regulators with that of their federal counterparts.

RCRAINFO Training:

RCRAINFO is an EPA database that determines identification and location data for specific hazardous waste handlers, and finds a wide range of information on treatment, storage, and disposal facilities regarding permit/closure status, compliance with Federal and State regulations, and cleanup activities. There is an annual meeting for users regarding updates and changes to the database.

Course Description: Recommended Training

Google Earth DC

This standalone course provides an introduction to Google Earth DC, the District's customized version of Google Earth. This class covers how Google Earth DC is being used by various agencies in the District to assist with resource management. The class will also teach the use of Google Earth DC in visualizing existing DC GIS datasets, as well as the students' own data.

Toxic Substance Division, Hazardous Materials Branch, **Pesticides Program**

POSITION: Environmental Engineer/ Environmental Protection Specialist

DDOE's pesticide program aims to ensure the protection of human health and the environment from risks resulting from pesticide production, registration, distribution, use and disposal, while recognizing the benefits that pesticides offer to society. The program inspectors seek to prevent pollution; reduce risks from pesticides; protect the land, air, water, and plants and animals; and encourage positive human health and environmental results within the community.

Highly Recommended Training

- Pesticides Regulatory Education Program (PREP)
- Pesticides Inspector Regulatory Training (PIRT)

- 24-hour Hazwoper course (40-hour course for those designated as emergency responders)
- EPA Basic Inspector Training
- EPA Region 3 Pesticides Inspectors Workshop
- Annual Meeting of the Association of American Pest Control Officials (AAPCO)
- Annual Meeting of the Association of Structural Pest Control Regulatory Officials (ASPCRO)
- EPA Region 3 Pesticides Pre-SFIREG-SPRING Meeting
- EPA Region 3 Pesticides Pre-SFIREG-FALL Meeting
- EPA Full Spring SFIREG Meeting
- EPA Full Fall SFIREG Meeting
- For specialized inspectors, specialized training as required (e.g., registration, certification and training)
- Classes, self-study, conferences, mentoring, etc. necessary to gain and maintain expert knowledge of the legal authorities (including statutes, regulations, guidance, and other reference materials) that govern the inspector's practice area
- DDOE databases (including "ICE") and other standard software appropriate to, and needed by, the professional (e.g., MS Office suite, including Word and Outlook)
- Technical Writing
- All courses required by the agency's Quality Management Plan

Refresher Training

- 8-hour annual Hazwoper refresher course
- Program-specific training as identified by supervisor

Recommended Training

- Cross-training/multi-media inspections
- Google Earth DC

Toxic Substance Division / Hazardous Materials Branch Pesticides Program Course Descriptions: Highly Recommended Training

PREP:

The Pesticide Regulatory Education Program is an educational program for senior management, senior scientists, managers and supervisors of field enforcement and compliance assurance programs, and those slated for management positions of pesticide regulatory and environmental management programs throughout the United States. Courses in the program include classroom and field instruction covering new pesticide regulatory initiatives and other technical and policy issues

PIRT:

EPA Pesticide Inspector Residential Training teaches inspectors how to conduct different types of pesticide inspections and offers tips and tools to instruct other inspectors.

Course Descriptions: Refresher Training

EPA Region 3 Pesticides Inspectors, RCRA and Corrective Action Workshops:

Specific Program Workshops for updating regulatory information, view presentations, discuss enforcement cases and exchange how states approach various duties

AAPCO:

The Association of American Pesticide Control Officials was formed in 1947, the same year that Congress enacted the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA). Members of AAPCO consist of the officers charged by law with the execution of the state, territorial, provincial, and federal laws in the United States, including all its territories, and in Canada. They meet once a year to discuss the regulation of pesticide use, pest management and other various subjects related to Pesticide Officials

ASPCRO:

The Association of Structural Pest Control Regulatory Officials meets once a year. This meeting should be attended by anyone interested in the regulation of the Structural Pest Control industry including local, state and federal officials charged with the regulation of pesticide use within their respective jurisdictions, members of the regulated industry, pesticide safety educators from cooperative extension and private enterprises and anyone interested in the subject of pest management and pesticides.

PRE-SFIREG/SFIREG Meetings:

The State-FIFRA Issues Research and Evaluation Group is a network of state officials that discuss Federal/State "co-regulation" of pesticides under the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA).

Course Description: Recommended Training

Google Earth DC

This standalone course provides an introduction to Google Earth DC, the District's customized version of Google Earth. This class covers how Google Earth DC is being used by various agencies in the District to assist with resource management. The class

will also teach the use of Google Earth DC in visualizing existing DC GIS datasets, as well as the students' own data.

Toxic Substance Division, Underground Storage Tanks **Branch**

POSITION: Environmental Engineer/ Environmental Protection Specialist

The Underground Storage Tanks (UST) Branch is responsible for conducting on-site inspections of UST facilities. The inspectors observe, document, and provide directives to achieve compliance with UST Regulatory requirements for underground storage tanks, significant operational compliance (SOC) inspections, removals, tank closure-in-place, installations, system testing, upgrades/repairs, and complaints to protect human health and the environment from the release of petroleum and the hazardous products tanks store.

The Leaking Underground Storage Tank (LUST) Case Manager/Inspector is responsible for emergency response/complaints of suspected releases from USTs, site investigations, sampling, and implementation of remediation systems for the cleanup of contaminated soil, surface water, groundwater and air. They manage the leaking underground storage tank cases with various stakeholders – consultants, owners, responsible parties, and neighbors, to ensure the implementation and completion of corrective actions until the issuance of a LUST case closure/No Further Action (NFA) letter to certify the site is protective of human health and the environment.

Highly Recommended Training

- Resources Conservation and Recovery Act (RCRA) – UST Inspector Course
- ABEL/IndiPay (Ability to Pay) Training
- UST Remover Course
- UST Installation Course
- 24-hour Hazwoper course (40-hour course for those designated as emergency responders)
- EPA Basic Inspector Training
- Classes, self-study, conferences, mentoring, etc. necessary to gain and maintain expert knowledge of the legal authorities (including statutes, regulations, guidance, and other reference materials) that govern the inspector's practice area
- Technical Writing
- DDOE databases (including "ICE") and other standard software appropriate to, and needed by, the professional (e.g., MS Office suite, including Word and Outlook)
- All courses required by the agency's Quality Management Plan

Refresher Training

- DC Risk Based Corrective Action Training
- Remediation Course
- UST Compliance/SOC Inspector Training
- 8-hour annual Hazwoper refresher course
- Program-specific training as identified by supervisor
- EPA RCRA Inspectors Workshop (annual for UST Program staff only)
- EPA LUST Technical Workshop (every 18 months for LUST staff only)
- New England Interstate Water Pollution Control Commission - UST National Conference (every 2 years)

Recommended Training

- Advanced Inspectors Course
- Putting It All Together, The Case Development Process
- UST Technician Course
- Financial Responsibility for Underground Storage Tanks
- Cathodic Protection Courses
- Ground Penetrating Radar
- ATG (Automatic Tank Gauge)-Veeder Root Training
- Vapor Intrusion Training
- Ground Water Pollution & Hydrology Course
- UST System Testing
- Soil/Sediments, Soil Vapor/Indoor Air and Groundwater Sampling
- Quality Assurance Project Plans (Unified Federal Policy /QAPP)
- Environmental Scene Investigations
- Google Earth DC
- Cross-training/multi-media inspections

Toxic Substance Division / Underground Storage Tanks Branch Course Descriptions: Highly Recommended Training

Resources Conservation and Recovery Act (RCRA) – UST Inspector Course

This course explains the history of the Resource Conservation and Recovery Act (RCRA), its structure and its key elements that provide the framework for EPA's comprehensive waste management program. The course discusses the specific requirements of various types of facilities that treat, store, transport or dispose of hazardous waste.

Advanced Inspectors Course:

This three-day course, designed for inspectors with at least three years of experience, provides discussion, demonstrations, and practice in specific skills, such as information

research, digital camera usage, vulnerability assessment, interviewing, report writing, lab fraud, and program enhancements.

ABEL/IndiPay (Ability to Pay) Training:

ABEL is a user friendly computer model which evaluates a corporation's or a partnership's claim that it cannot afford to pay compliance costs, a civil penalty or a Superfund cleanup. This course is designed to provide practical guidance on how to operate the model and will also allow participants hands-on experience. ABEL is keyed to corporate income tax returns. This course will introduce participants to the model; introduce participants to the theory underlying the model; show participants how to characterize data input correctly; discuss effectiveness of the model in negotiation; present practical suggestions on how to glean valuable additional information from standard financial reports; discuss issues that arise in the course of negotiation/litigation; and assure that participants understand the model's outputs.

INDIPAY evaluates claims of inability to pay from individual taxpayers. These individuals may operate businesses as sole proprietorships or partnerships. This model will be particularly helpful in the following programs: Safe Drinking Water Act (Public Water Systems), Superfund, RCRA, and the Underground Storage Tanks (UST). INDIPAY provides a consistent and theoretically sound framework for evaluating affordability cases involving the above types of defendants. INDIPAY performs two separate sets of analyses. The Phase 1 analysis is a preliminary assessment based upon the individual's income. The Phase 2 analysis is a comprehensive analysis of the individual's annual cash flow, living expenses, debt obligations, assets and liabilities. The Phase 2 analysis evaluates a defendant's ability to afford civil penalties, Superfund clean-ups and compliance costs. This course is designed to provide practical guidance on how to operate the models and will also allow participants hands-on experience.

UST Remover Course:

This one-day course is specifically designed for contractors, engineers and/or owners who are responsible for the removal of storage tanks of petroleum and chemical products. Details of existing regulations and various required procedures, equipment, and methodologies are reviewed.

UST Installation Course:

This course demonstrates UST installation procedures for tanks and for both steel and fiberglass piping. The first section covers installation of tanks, the second section addresses piping. Note: specific installation activities are subject to state and local regulations.

Toxic Substance Division / Underground Storage Tanks Branch

Course Descriptions: Refresher Training

DC Risk Based Corrective Action Training:

This course is designed to help practitioners effectively implement the DCRBCA process program and the technical basis of other risk assessment processes, and will enable participants to clearly understand and apply DCRBCA and other state and federal risk-based programs.

Elements of the course include:

- *Scientific basis of RBCA programs*
- *Fundamentals of toxicity and risk assessment*
- *Policies inherent in the DCRBCA program*
- *Protection of groundwater, natural attenuation, and data needs for RBCA evaluations*
- *Performance of tiered DCRBCA*
- *Evaluation of vapor intrusion pathway (VIP)*
- *Analysis and interpretation of data to evaluate VIP*
- *Application of fate and transport models within RBCA programs*
- *Demonstration of DCRBCA computation software and forms.*

Remediation Course:

The objective of this course is to teach remediation from the key methodologies to collect hydro-geochemical data, through selecting and designing remediation systems based on geological and biological effects and air/water carriers. Every aspect of remediation is covered from three-dimensional hydro-geochemical characterization, through practical details of all remediation technologies, to computer-simulated remedial alternatives such as Natural Attenuation, Pump & Treat, Funnel & Gate, Interceptor Trenches and complete Hydraulic Containment using barriers and capping.

UST Compliance/SOC Inspector Training:

This course covers the goals of a UST facility inspection, inspection priorities, inspection checklist, inspection of UST facility records, equipment inspection for functionality and compliance with technical standards, follow-up, reporting and enforcement. Technical issues include: corrosion testing, line leak detectors, line and tank testing, Stage 1 testing, tank gauging, etc.

Toxic Substance Division / Underground Storage Tanks Branch Course Descriptions: Recommended Training

Putting It All Together: The Case Development Process:

The target audience for this course includes enforcement personnel with less than three years enforcement experience who are responsible for developing, litigating, supervising, and ensuring the quality as well as integrity of enforcement cases.

Inspection Report Writing:

This class is designed to provide professionals in the enforcement and compliance program with practical tools for improving their writing and gaining insight into the writing process. Topics covered include how to organize ideas, create and refine prose, and improve editing skills.

UST Technician Course:

This five-day course introduces technicians to many aspects of fuel system installation and removal. This includes items such as: sealing threaded connections for ethanol fuel piping, slope problems for Stage II runs and tank installation/testing problems.

Financial Responsibility for Underground Storage Tanks:

Subpart H of the federal underground storage tank (UST) regulations requires UST owners and operators to demonstrate financial responsibility (FR) – the ability to pay for cleanup or third-party liability compensation that result from a release from an UST. FR ensures the timely completion of corrective action and third-party compensation and thus reduces the risk to human health and the environment posed by leaks. UST FR also may provide an incentive for operating practices that can prevent leaks. The purpose of this course is to provide a comprehensive reference on the federal UST FR program that states and EPA regions can use to learn about the various FR mechanisms. This course also can assist them in reviewing FR documentation. State UST FR requirements may mirror the federal requirements or may differ from them.

Cathodic Protection Courses:

Cathodic Protection is the most common method for controlling corrosion of underground and underwater metallic structures. The U.S. Congress has passed laws requiring cathodic protection of pipelines, storage tanks, and various other structures in order to improve safety and protect the environment. Cathodic Protection Training is a comprehensive program designed for individuals working in the field of cathodic protection from the beginner to the specialist. It involves an in-depth study of corrosion control of buried or submerged metallic structures.

Ground Penetrating Radar Courses:

These courses describe how to use Ground Penetrating Radar (GPR) to find voids, utilities, USTs and other buried objects, concrete and asphalt thickness, shallow geological features such as bedrock and changes in soil structure, and civil engineering structures such as concrete footings and reinforcing.

ATG (Automatic Tank Gauge)-Veeder Root Training:

Veeder-Root provides highly customizable automatic tank gauge solutions exceeding petroleum site owners fuel and compliance management needs. We have an extensive offering of classes, certified trainers, and video and traditional documentation. Their training combines hands-on "real world" exercises, experienced trainers, and award-winning technical training material.

Vapor Intrusion Training:

This training provides strategies to conduct site screening and investigations; determine what tools are appropriate to collect quality data and evaluate the results; apply multiple lines of evidence to ensure quality decision-making; and build solutions for vapor intrusion issues through understanding of mitigation options.

Ground Water Pollution & Hydrology Course:

This course comprehensively covers all aspects of groundwater pollution and hydrology from theory to practice. Practical aspects are particularly emphasized through the study of illustrative case histories of groundwater contamination and remediation developed by Geosyntec Consultants, ARCADIS, and others.

UST System Testing:

This course will: help owners identify and inspect the sumps and spill buckets associated with their UST systems; explain some simple steps owners can take to maintain their sumps and spill buckets and identify potential problems; and provide owners with tips for fixing common problems before they cause a release of petroleum products to the environment. The course includes safety considerations; a general introduction to the kinds of sumps; basic maintenance procedures for sumps and spill buckets; and a sump and spill bucket inspection checklist.

Soil/Sediments, Soil Vapor/Indoor Air and Groundwater Sampling:

This course will describe the vapor intrusion investigative process. The process begins with selection of an investigation strategy and development of a work plan, followed by execution of the work plan, and ending with an evaluation of the need for mitigation. The investigatory methods used for vapor intrusion assessments include groundwater

sampling, active and passive soil gas sampling, subslab soil gas sampling, indoor air sampling, and supplemental tools such as flux chambers and forensics.

Quality Assurance Project Plans (UFP/QAPP):

This course will provide training on how to plan projects using the Uniform Federal Policy for Quality Assurance Project Plans (UFP QAPP). The success of an environmental program or project depends on the quality of the environmental data collected and used in decision-making, and this may depend significantly on the adequacy of the QAPP and its effective implementation. This course will aid in identifying the critical project information that will ensure that the right type, quality, and quantity of data are collected to meet all of the project's quality objectives.

Environmental Scene Investigations:

This course provides useful information related to contaminant source tracking and age-dating. Environmental forensic and its role within environmental and legal fields will be first defined. Then, various components of environmental forensic investigations will be presented, including: historical document and aerial photograph review, as well as investigative "fingerprinting" techniques (e.g., chemical, isotopic, mineralogical, tree-ring and DNA fingerprinting). Some of these techniques can point out multiple releases and may be used to track old releases even after site mitigation. Additionally, contaminant properties and fate & transport will be reviewed for main environmental contaminant classes (e.g., petroleum products, chlorinated solvents, PCBs, perchlorate, oxygenate additives, metals).

Effective Writing Skills for the Professional:

This course will enable participants to professionalize their writing skills through presentation and discussion of key elements of effective writing such as planning, style, audience awareness, punctuation and language choice.

Microsoft Access, PowerPoint, and Excel Training:

Employees will learn the basic skills necessary to begin using Microsoft Access 2007. They will design and create databases, tables, queries, forms and reports. In the PowerPoint 2007 series beginning and intermediate PowerPoint users will learn about creating and editing presentations and individual slides, outlining presentations and printing presentations. They will also learn topics such as formatting presentations and slides and using masters, color schemes and templates. Employees will find out how to incorporate pictures, clip art, sound, video and animation into a presentation. Finally, employees will learn to use PowerPoint with the Internet and when collaborating with others.

In this series beginning and intermediate Microsoft Excel users will learn about creating and editing spreadsheets, what is new in the 2007 version, the Excel interface,

navigating, editing and working with text, values and formulas, printing, formatting, creating charts and databases and using images and hypertext in a spreadsheet.

Google Earth DC

This standalone course provides an introduction to Google Earth DC, the District's customized version of Google Earth. This class covers how Google Earth DC is being used by various agencies in the District to assist with resource management. The class will also teach the use of Google Earth DC in visualizing existing DC GIS datasets, as well as the students' own data.

Water Quality Division

Inspection and Enforcement Branch

POSITION: Environmental Engineer/ Environmental Protection Specialist

The duty of the inspectors of the Water Quality Division is to restore and protect the surface and ground waters of the District of Columbia under the authorities of the DC Water Pollution Control Act and the federal Clean Water Act (CWA).

Highly Recommended Training

- Confined Space Training (if the inspector would need to enter a confined space during an inspection or investigation)
- 24-hour Hazwoper course (40-hour course for those designated as emergency responders)
- EPA Basic Inspector Training
- Classes, self-study, conferences, mentoring, etc. necessary to gain and maintain expert knowledge of the legal authorities (including statutes, regulations, guidance, and other reference materials) that govern the inspector's practice area
- DDOE databases (including "ICE") and other standard software appropriate to, and needed by, the professional (e.g., MS Office suite, including Word and Outlook)
- Technical Writing
- All courses required by the agency's Quality Management Plan

Refresher Training

- 8-hour OSHA Confined Space Training
- 8-hour annual Hazwoper refresher course
- Program-specific training as identified by supervisor

Recommended Training

- Advanced Inspector Training
- Certified Stormwater Inspector course
- Risk-Based Assessment
- Cross-training/multi-media inspections
- Google Earth DC

Water Quality Division / Inspection and Enforcement Branch **Course Description: Highly Recommended Training**

Confined Space Training:

Confined space training outlines the skills and protocols for safe entry to confined spaces, and includes such precautions as lockout and tag-out of any connecting piping, testing of breathable air quality, forced ventilation, observation of workers in the space, and a predetermined rescue plan with appropriate safety harness and other rescue equipment.

Course Description: Refresher Training

8-hour OSHA Confined Space Training:

This program has been specifically designed to refresh employees' knowledge of how to work safely in and around confined spaces. It assumes that employees will remember basic information given to them in their initial confined space entry training, and acts as a refresher/ reminder about selected important information. Upon completion of the program, employees should have an increased awareness about: what types of spaces are considered confined spaces, the types of hazards encountered in confined spaces, the Written Permit-Required Confined Space Program, using an Entry Permit, and their duties and responsibilities when working in and around confined spaces.

Course Descriptions: Recommended Training

Advanced Inspectors Course:

This three-day course, designed for inspectors with at least three years of experience, provides discussion, demonstrations, and practice in specific skills such as information research, digital camera usage, vulnerability assessment, interviewing, report writing, lab fraud, and program enhancements.

Writing for Inspectors Course:

This class is designed to provide professionals in the enforcement and compliance program with practical tools for improving their writing and gaining insight into the writing process. Topics covered include how to organize ideas, create and refine prose, and improve editing skills

Certified Stormwater Inspector Course:

Designed specifically for Municipal Separate Stormwater Sewer Systems (MS4) personnel and their consultants, and Industrial stormwater permittees and their consultants, this two-day course offers a five-year Inspector Certification. As Certified Stormwater Inspectors, graduates meet permit certification requirements for "qualified personnel." Focusing on permit compliance, this course is delivered in modules and provides education to attendees on stormwater permit compliance fundamentals including the Clean Water Act, State, and EPA permits and inspector protocols. Modules include proctored exams designed to measure a basic understanding. Students are expected to achieve minimum scores of 75%.

Risk-Based Assessment:

This course examines the risk-based assessment process for stormwater issues. Stormwater Management has many aspects which make risk assessment and management difficult. Risk assessment is based on two elements: characterization of effects and characterization of exposure. These elements focus the three phases of risk assessment: problem formulation, analysis, and risk characterization. Students will learn how to use a risk assessment framework to determine the stressors, sources and the risk posed by the stressors identified in the initial evaluation.

Google Earth DC

This standalone course provides an introduction to Google Earth DC, the District's customized version of Google Earth. This class covers how Google Earth DC is being used by various agencies in the District to assist with resource management. The class will also teach the use of Google Earth DC in visualizing existing DC GIS datasets, as well as the students' own data.

Watershed Protection Division

Inspection and Enforcement Branch

POSITION: Environmental Engineer/ Environmental Protection Specialist

The Inspection and Enforcement Branch is responsible for conducting inspections of soil erosion and sediment control measures and storm water management facilities at construction sites for compliance with District regulations. The inspectors conduct preventive maintenance inspections of storm water management facilities, investigate soil erosion, water drainage and related complaints, as well as review and approve “As-Built” plans of storm water management facilities submitted to the District for compliance with design standards and specifications.

Highly Recommended Training

- Erosion and Sediment Control Inspection Training and Certifications
- Stormcon: Certified Professional in Stormwater Quality (Chesapeake Bay Implementation Grant related training)
- 24-hour Hazwoper course (40-hour course for those designated as emergency responders)
- EPA Basic Inspector Training
- Classes, self-study, conferences, mentoring, etc. necessary to gain and maintain expert knowledge of the legal authorities (including statutes, regulations, guidance, and other reference materials) that govern the inspector’s practice area
- MS4 Inspector Training
- Stormwater Preventative Maintenance Inspection
- DDOE databases (including “ICE”) and other standard software appropriate to, and needed by, the professional (e.g., MS Office suite, including Word and Outlook)
- Technical Writing
- All courses required by the agency’s Quality Management Plan

Refresher Training

- 8-hour OSHA Confined Space Training
- 8-hour annual Hazwoper refresher course
- Program-specific training as identified by supervisor

Recommended Training

- ASFPM CFM® Floodplain Manager Certification
- Cross-training/multi-media inspections
- Google Earth DC

Watershed Protection Division / Inspection & Enforcement Branch

Course Descriptions: Highly Recommended Training

Erosion and Sediment Control Inspection Training and Certifications:

This certification program was designed for engineering technicians engaged in all phases of erosion and sediment control work. Areas covered include knowledge of soils, the erosion process, small watershed hydrology, hydraulics of basic water control structures, sedimentation process, principles of erosion and sediment control, construction practices, construction inspection, and field investigation reports.

Stormcon: Certified Professional in Stormwater Quality:

The Certified Professional in Storm Water Quality is a designation that provides evidence of qualifications in stormwater management principles and methods. CPSWQ certification is available to those who have the educational training, as well as the demonstrated expertise and experience in computing, analyzing, and evaluating stormwater quality.

Course Description: Refresher Training

8-hour OSHA Confined Space Training:

This program has been specifically designed to refresh employees' knowledge of how to work safely in and around confined spaces. It assumes that employees will remember basic information given to them in their initial confined space entry training, and acts as a refresher/ reminder about selected important information. Upon completion of the program, employees should have an increased awareness about: what types of spaces are considered confined spaces, the types of hazards encountered in confined spaces, the Written Permit-Required Confined Space Program, using an Entry Permit, and their duties and responsibilities when working in and around confined spaces.

Course Descriptions: Recommended Training

ASFPM CFM® Floodplain Manager Certification:

The ASFPM CFM® Program offers Floodplain Manager Certification to persons who demonstrate knowledge of the basic national approaches and programs of floodplain management. For the purposes of the ASFPM CFM® Program, floodplain management is defined as "Activities and efforts undertaken to reduce flood losses and human suffering and to protect the natural and beneficial values and functions of floodplains." The CFM® designation is attained by any person who passes the national CFM® exam or their state's Floodplain Management certification exam.

Google Earth DC

This standalone course provides an introduction to Google Earth DC, the District's customized version of Google Earth. This class covers how Google Earth DC is being used by various agencies in the District to assist with resource management. The class will also teach the use of Google Earth DC in visualizing existing DC GIS datasets, as well as the students' own data.

Training for All Inspectors

Course Descriptions

EPA Basic Inspector Training:

This course is designed to cover legal, technical, administrative, and communications aspects of performing inspection work under all statutes administered by EPA. This course will also reinforce these concepts through a combination of lectures, group participation exercises, and discussions.

24-hour or 8-hour Refresher Hazwoper Course:

The Hazardous Waste Operations and Emergency Response Standard (HAZWOPER) applies to five distinct groups of employers and their employees. This includes any employees who are exposed or potentially exposed to hazardous substances -- including hazardous waste -- and who are engaged in one of the following operations as specified by 1910.120(a)(1)(i-v) and 1926.65(a)(1)(i-v):

- *Clean-up operations -- required by a governmental body, whether federal, state, local, or other involving hazardous substances -- that are conducted at uncontrolled hazardous waste sites;*
- *Corrective actions involving clean-up operations at sites covered by the **Resource Conservation and Recovery Act of 1976 (RCRA)** as amended (42 U.S.C. 6901 et seq.);*
- *Voluntary clean-up operations at sites recognized by federal, state, local, or other governmental body as uncontrolled hazardous waste sites;*
- *Operations involving hazardous wastes that are conducted at treatment, storage, and disposal facilities regulated by **Title 40 Code of Federal Regulations** Parts 264 and 265 pursuant to RCRA, or by agencies under agreement with U.S. Environmental Protection Agency to implement RCRA regulations; and*
- *Emergency response operations for releases of, or substantial threats of releases of, hazardous substances regardless of the location of the hazard.*

Technical Writing:

This course introduces students to the fundamentals of writing, designing, and conveying technical information to a variety of audiences.

DRAFT

Attachment 32 – Regulations Update

Title Administration

Administrative changes to the titles of the chapter headings for Titles 20 and 21 of the DCMR to reduce confusion

Next Phase: Publication in the DC Register (imminent – revised to restrict title change to Title 20)

Emergency Idling Exemption for Warming Buses

Provided an exemption for Warming Buses when a Weather Emergency has been declared
Published

LIHEAP Rules

Sets program parameters and operations guidelines for LIHEAP benefits

Next Phase: Internal review

Ultra Low Sulfur

Imposes more stringent limits on sulfur content in fuel oil for sale and for use in the District, in accordance with the District's commitment under the Mid-Atlantic/Northeast Visibility Union (MANE-VU).

Next Phase: Publication in the DC Register

GSA Plant

Extends emissions limits from the NOx SIP Call for one facility, GSA.

Published

TMDL Update

Required to protect the designated uses of the District's water bodies

Published

Hazardous Waste

Overhaul of the Hazardous Waste Regulations, removing extraneous regulations and adding a small business exemption to EPA generator identification number fee.

Next Phase: Transmitting Proposed Rule to Council for review period

Pesticides

To add requirements of the Pesticide Education and Control Act of 2012 and to update Pesticide Regulations in 20 DCMR Chapters 22-25

Next Phase: Publication

Schedule of fines

Update the DDOE violations within the Schedule of Fines and move them to Chapter 40, which has been designated for DDOE (currently they are still listed under DOH). Add new provisions for new regulations (specifically air and lead), and revise language so that violations are clearly explained.

Published 2/28/14

Wildlife Protection Act

Requires licensing of individuals performing wildlife control activities, creates qualifications and conditions for licensure, sets restrictions on the capture, handling, and transport of wildlife, sets restrictions on euthanasia of wildlife, to establish control requirements for specified species, requires the compilation of service records and annual reporting, creates standards for suspension of licensure, and authorizes the Mayor to establish fees for licensure.

Next Phase: In draft phase, meeting with external stakeholders

Wells

Develops a well permitting scheme and establishes a fee with which to cover the costs of the significant resources required to review a permit application.

Next Phase: Currently circulating draft among DDOE programs to resolve differences between program perspectives. Upon resolution, the draft will be circulated to stakeholders for informal comment before being published (Q2)

Urban Beekeeping

Procedures to:

- 1) Allow for the permitting of Urban Beekeeping for Hive Enclosures larger than 50 sq feet; and
- 2) Provide guidance for the safe construction of Hive Enclosures smaller than 50 sq ft.

Next Phase: Waiting for legislative action

Hazardous air pollutants

Identifies toxic air pollutants that pose a health threat in the largest number of urban areas and to regulate sufficient area source categories to ensure that the emissions of these air toxics are reduced.

Next Phase: Drafting Q2 FY14

Wetlands

Sets forth the comprehensive framework to manage, preserve, and extend the remaining aquatic resources of the District.

Next Phase: Drafting Q2 FY14

Coal tar

Implements the statutory ban of the use and sale of chemically dangerous coal tar pavement products.

Next Phase: Drafting Q2 FY14

GHG Thresholds

Amends definitions in the air regulations in order to incorporate permitting requirements for greenhouse gases (GHGs), in accordance with the Environmental Protection Agency's (EPA) Prevention of Significant Deterioration and Title V Greenhouse Gas Tailoring Rule.

Next Phase: Drafting Q2 FY14

Reciprocating Internal Combustion Engines

Establishes emission standards for emergency and portable generators.

Next Phase: Drafting Q2 FY14

Low Emission Vehicle Standards

Adopt California Low Emissions Vehicle (LEV) standards and compliance requirements

Next Phase: Drafting Q2 FY14