UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

MAY 7 2003

OFFICE OF
SOLID WASTE AND EMERGENCY
RESPONSE

OSWER No. 9200.1-40-A

Memorandum

Subject: Distribution of OSWER Guidance *Using Dynamic Field Activities for On-Site Decision Making: A Guide for Project Managers*

From: Marianne Lamont Horinko, Assistant Administrator
Office of Solid Waste and Emergency Response

To: Addressees

Purpose

The purpose of this memorandum is to transmit to you a final guidance entitled "Using Dynamic Field Activities for On-Site Decision Making: A Guide for Project Managers" along with its associated fact sheet. This guidance recognizes my One Cleanup Program Initiative by providing project managers for all types of contaminated sites with information on how to streamline site activities with an on-site decision making process. These field activities are one element of a broader initiative to improve decision quality at sites across OSWER programs. That initiative, referred to as the Triad, includes three parts: systematic planning to establish project goals and the best means of achieving them; a dynamic work plan strategy (which this guidance also addresses) that allows field work to be iterative, based on the actual data generated; and rapid analytical results, typically with field-based analytical methods, to provide the ability to make real time decisions. All aspects of that broader approach will be the subject of a detailed on-line handbook under development.

Background

The dynamic field activities process described in this guidance is not new. It has been used successfully at a number of sites under a variety of regulatory programs and is common practice in the CERCLA removal program. This guidance provides project managers with advice from individuals who have already used this approach so that project managers can maximize the benefits of on-site decision making. Our evaluation

of case studies documenting its use, included within the guidance, indicates cost savings can range from 15 to 50 percent and time savings can range from 30 to 60 percent. In addition, these case studies demonstrated that this approach provided project managers with more usable data than they would have otherwise had, resulting in greater confidence in site decisions.

The term "dynamic field activities" is used to describe this type of field work because it is a flexible, or dynamic, approach that can be applied to any kind of field work where analytical data are collected, including initial site screening, characterization, remediation, and monitoring. Consequently, it can be applied to sites in any of the OSWER regulatory programs, including CERCLA remedial, CERCLA removal, RCRA corrective action, leaking underground storage tanks (LUSTs), and Brownfields.

Implementation

This guidance should be used along with existing resources and initiatives that support the adoption of a dynamic field activity approach. Project managers can seek the assistance of experts from their regional offices, contractors, or other government agencies (e.g., U.S. Army Corps of Engineers, U.S. Geological Survey). Additional resources are available on the Internet, including:

- The dynamic field activities website, http://www.epa.gov/superfund/programs/dfa;
- The Clean-Up Information (CLU-IN) website, http://clu-in.org, managed by EPA's Technology Innovation Office, provides information on the Triad: systematic planning, dynamic work plans, and quick turnaround measurements;
- Fully Integrated Environmental Location Decision Support (FIELDS), http://www.epa.gov/region5fields/static/pages/index.html, a software system that integrates geographic information systems, a global positioning system, database, and analysis and imaging technologies;
- Spatial Analysis and Decision Assistance (SADA), http://www.tiem.utk.edu/~sada/, a software program, partially funded by EPA, that integrates visualization, geospatial analysis, statistical analysis, human health risk assessment, cost-effective analysis, sampling design, and decision analysis;
- Performance-based measurement systems (PBMS), http://www.epa.gov/SW-846/pbms.htm, an initiative led by the Office of Solid Waste that emphasizes the use of analytical methods according to decision objectives rather than through regulatory promulgation; and
- *Expedited Site Assessment Tools for Underground Storage Tank Sites: A Guide for Regulators*, http://www.epa.gov/swerust1/pubs/sam.htm, guidance developed by the Office of Underground Storage Tanks to promote on-site decision making at LUST sites.

Thank you for your support in furthering on-site decision making at contaminated sites. For specific questions and comments regarding this guidance, please contact Robert Hitzig of OERR at hitzig.robert@epa.gov or (703) 603-9047.

Attachments

Addressees:

Superfund National Policy Managers
RCRA Senior Policy Managers (Region I-X)
UST/LUST Division Directors (Region I-X)

cc: Superfund Branch Chiefs (Region I-X)
Superfund Branch Chiefs, Office of Regional Counsel (Regions I-X)
UST/LUST Regional Program Managers (Regions I-X)
Regional Reuse Coordinators (Region I-X)
OSWER Brownfields Coordinators (Region I-X)
Federal Facilities Leadership Council
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Lisa Price, RCRA Lead Region Coordinator, USEPA Region 6
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