

Date

Mr. / Ms. First Last, Title (if one word)

Title (if more than one word)

Department/Unit

CUPA address

City, California ZIP

Dear Mr. / Ms. Last Name:

The official notification for the CUPA name Certified Unified Program Agency (CUPA) performance evaluation is scheduled to be sent in month year. Upon receipt of the official notification, CalEPA will formally request information necessary for review, including administrative documentation, facility file documentation and information from the local data management system (if applicable). Once requested, the CUPA will have approximately 60 days to electronically provide the requested information using a secure Microsoft SharePoint link established by CalEPA.

An evaluation team consisting of a representative from CalEPA, the Department of Toxic Substances Control (DTSC), CAL FIRE - Office of the State Fire Marshal (OSFM) and the State Water Resources Control Board (State Water Board), led by a CalEPA evaluator, will conduct the evaluation assessment remotely.


The CUPA evaluation may also include one or more oversight inspections for one or more of the following Unified Program elements:

- California Accidental Release Prevention (CalARP) Program
- Hazardous Materials Business Plan (HMBP) Program
- Hazardous Waste Generator (HWG) Program
- Underground Storage Tank (UST) Program

Enclosed, please find a template of the evaluation workplan, and "Enclosure 1," which identifies the majority of requested information to be provided electronically upon formal request.

Should you have any questions regarding the evaluation process, please contact Melinda Blum by email at: [Melinda.Blum@calepa.ca.gov](mailto:Melinda.Blum@calepa.ca.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "John Paine", is centered on the page. The signature is written in a cursive style with a large initial "J".

John Paine  
Unified Program Manager

Enclosures

cc sent via email:

Mr. / Ms. First Last name, Title (if one word)  
Title (if more than one word)  
Department/Unit  
CUPA address  
City, California ZIP

Mr. Tom Henderson  
Engineering Geologist, UST Unit Coordinator  
State Water Resources Control Board

Ms. Jennifer Lorenzo  
Senior Environmental Scientist, Supervisor  
CAL FIRE - Office of the State Fire Marshal

Mr. John Elkins  
Environmental Program Manager  
California Environmental Protection Agency

Ms. Melinda Blum  
Senior Environmental Scientist, Supervisor  
California Environmental Protection Agency

Ms. Elizabeth Brega  
Senior Environmental Scientist, Supervisor  
California Environmental Protection Agency