

Reclamation Manual

Directives and Standards

Checklist 10

LANDS ACQUISITION/DISPOSAL/SURVEY CHECKLIST

Site/Facility: _____

Date: _____

Address: _____

EPA I.D.: _____

Use this checklist if the facility realty office performs land acquisition or disposal actions.

Lands Acquisition/Disposal/Survey Checklist

INSPECTION ITEM	CITE	YES	NO	COMMENTS
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How many land acquisitions/disposals have been undertaken in the last 2 years within your area of jurisdiction?
 0 _____ 1-5 _____ 5-20 _____ Greater than 20 _____

Are Real Property Questionnaire Checklist completed before all acquisitions and disposals?	32 CFR 644.23			
If yes, review a representative sample of questionnaires. (2-5 questionnaires)	BMP			
Are questionnaires appropriately completed and approved?	BMP			
Were any lands acquired having hazardous waste contamination during the last 2 years?	32 C.F.R. 644.520			
Were phase II environmental site surveys conducted?	32 CFR 644.519			If yes, check appropriate box below.
Estimated cost of contamination cleanup: <ul style="list-style-type: none"> • Greater than \$500,000 (Requires Departmental Approval) • \$250,000 to \$500,000 (Requires Commissioner's Approval) • Less than \$250,000 (Requires Regional Director's Approval) 				

Land Disposal:

Was prospective buyer notified of results of environmental site assessment?	602 DM 2			
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INSPECTION ITEM	CITE	YES	NO	COMMENTS
Were contaminated lands cleaned up and/or disposed of to a PRP?	602 DM 2			
Is documentation of site assessment and notification maintained in records?	602 DM 2			

Environmental Site Assessment of Existing Reclamation Lands

Are all Reclamation lands surveyed along with other land inventories for the existence of hazardous waste sites?	32 CFR 644.519			
Are surveys documented?	32 CFR 644.519			

Comments: _____

