

**Table 18.8: RAP Contents (cont.)**

## Appendix H Closure Report Worksheet

Read more about Site Closure in section 14.

**Table 18.10 Closure Report**

General Information				
Company:				
Company Contact:				
REM Number:				
Consultant (if applicable):				
Closure Report Contents	Included		Description	Notes
	Yes	No		
<b>Background</b>				
Site description	<input type="checkbox"/>	<input type="checkbox"/>	Provide details about the site and the origin of the Contamination.	
Geospatial information	<input type="checkbox"/>	<input type="checkbox"/>	Site maps including GPS information (decimal degree format) and drawings showing excavation boundaries, sample locations, treatment and monitoring well locations, etc.	
Remedial activities	<input type="checkbox"/>	<input type="checkbox"/>	Provide details about the remedial activities that were conducted.	
<b>Remediation Criteria</b>				
Contaminants of Concern (COC's) with Remediation Criteria	<input type="checkbox"/>	<input type="checkbox"/>	Tabulated contaminants of concern and selected generic Remediation Criteria or Site-Specific Remediation Objectives. Include rationale for selection of generic Remediation Criteria if not already approved in a RAP.	
Comparison of COC's vs Remediation Criteria	<input type="checkbox"/>	<input type="checkbox"/>	A comprehensive demonstration that all contaminants of concern remaining at the site are below the Remediation Criteria, supported by tables and figures.	
Summary of major findings	<input type="checkbox"/>	<input type="checkbox"/>	Include any significant findings from ESAs or other studies conducted at the site.	
<b>Engagement</b>				
Record of Engagement with potentially affected persons	<input type="checkbox"/>	<input type="checkbox"/>	<p>A summary of the comments and concerns expressed by potentially affected persons or groups;</p> <p>A summary of the response made regarding each of the concerns or comments, including:</p> <ul style="list-style-type: none"> <li>• the measures taken, or that will be taken to address those concerns or an explanation of why no further action is required to address the concerns or comments</li> <li>• the methods and dates that the response was made to the person(s) who raised the concern(s)</li> <li>• how outstanding concerns will be addressed</li> </ul>	

**Table 18.10 Closure Report (cont.)**

Record of any engagement with other regulators	<input type="checkbox"/>	<input type="checkbox"/>	Keep a record of other regulators that were notified of Contamination, and engaged on the plans for Remediation or Risk Management. Include name and email or telephone number of contact, as well as a brief summary of the interactions.	
Summary of concerns and mitigative actions	<input type="checkbox"/>	<input type="checkbox"/>	A record of any concerns raised by potentially affected persons, and the company's efforts to address them. Include the direct comments from other regulators that reviewed the Closure Report.	
<b>Concordance Table</b>				
Concordance Table	<input type="checkbox"/>	<input type="checkbox"/>	The Concordance Table included in the Closure Report should direct the reader to an easily accessed location within the report to information regarding Remediation Criteria and results. An example of information to include in the concordance table is found in Appendix B.	
Post Remediation activities	<input type="checkbox"/>	<input type="checkbox"/>	Include a summary of the ongoing Reclamation activities at the site, and goals for Reclamation, along with any commitments made to potentially affected persons or other regulators regarding Reclamation.	