



Mailer: Washington State Department of Ecology

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PAUL STENHOUSE
ENVIRONMENTAL MANAGER
GROUP 14 TECHNOLOGIES
13431 WHEELER RD NE
MOSES LAKE WA 98837-9259

Customer Reference Number: C5612659.34076088

Department of Ecology – Water Quality Program
ERO Permit Unit RFE Routing Slip
Facility: Group 14 Technologies Companion Order #

Step #	Recommendation for Enforcement (RFE)	Initials	Date
1	Enforcement Specialist prepares RFE and uploads to Permit Unit Enforcement SharePoint site	SJ	8/23/2024
2	Compliance Specialist reviews draft RFE (assigned to Rob 8/23/2024)	RWB	9/25/2024
3	Permit Manager reviews draft RFE	Na	Na
4	Unit Supervisor reviews draft RFE (assigned to Art 9/26/2024)	Reviewed by Art	9/30/2024
5	Enforcement Specialist completes docket number request form, requests docket number in DMS and adds docket number to draft RFE	SJ	9/30/2024
6	Enforcement Specialist finalizes draft copy of RFE and routes for signature (SharePoint)	SJ	9/30/2024
7	Compliance Specialist reviews final RFE and signs (assigned to Rob 9/30/2024)	RWB	9/30/2024
8	Permit Manager reviews final RFE and signs (skip this step if PM signature is not required)	Na	Na
9	Unit Supervisor reviews final RFE and signs (assigned to Art 9/30/2024)	Signed by Art	10/4/2024
10	PIO FYI (electronic version required if political or over \$10,000 – may take lead time for media release). Skip this step if penalty is under \$10,000.	Na	Na
11	Section Manager reviews final RFE and signs (assigned to Adriane 10/4/2024)	Signed by APB	10/8/2024
Step #	Formal Enforcement	Initials	Date
12	Enforcement Specialist prepares formal enforcement document and uploads to Permit Unit Enforcement SharePoint site	SJ	10/9/2024
13	Compliance Specialist reviews final enforcement document (assigned to Rob 10/9/2024)(2 nd Review 11/21/2024)	RWB	11/21/2024
14	Unit Supervisor reviews final enforcement document (assigned to Art 11/21/2024)	Approved by Art	12/17/2024
15	Enforcement Specialist finalizes final formal enforcement document and cover letter	SJ	12/19/2024
16	Send to HQ for Program Manager signature if penalty amount is \$25,000 or above. Move to next step if penalty is under \$25,000	Na	Na
17	Section Manager signs final enforcement document and cover letter (assigned to Adriane 12/19/2024)	Signed by APB	1/7/2025
18	Compliance Specialist Permit Manager notifies facility contact that action is coming	PH	1/8/2025
19	Enforcement Specialist sends out final documents	SJ	1/16/2025

Step #	Recommendation for Enforcement (RFE)	Initials	Date
20	Enforcement Specialist uploads final documents and logs enforcement into PARIS	SJ	1/16/2025

Docket Number Request Form

Ecology Docket Management System (DMS)

Read instructions and examples carefully

(Document must be locked to tab to advance to the next field and use check boxes electronically)

Action Type: (include original order DE# if Amending Order or Rescinding Order)	Administrative Order	Check One Only Enforcement (Formal response to a violation) <input checked="" type="checkbox"/> Non-Enforcement/Non-formal Other <input type="checkbox"/>
<i>Example: Field Penalty, Agreed Order, 401 Certification, Consent Decree, etc. Use your program specific language. DMS guidance can be found on the DMS intranet site. http://aww.ecology/services/compliance/DMS.htm</i>		
ECY Inspector/Contact Name:	Rob Buchert, Senior Compliance Specialist	Program/Region (acronyms): WQP-ERO
Enter the violation/action description. Be Brief. Plain-Talk. Including any substances released or taken and approx. amounts, acronyms spelled out, and no jargon. No redundant information that is already on this form. 350 character limit. This field is used for Public Disclosures and Reports--- no long winded narratives.		
An Administrative Order is being issued to Group 14 Technologies requiring a monitoring schedule to be followed, sampling to be conducted, and results to be reported to Ecology. It is not an enforcement to resolve violations.		
Facility/Site Name or F/S Id#:	FS ID 99998448	
<i>Use F/Sid# if possible, doing business as (DBA) name, and/or name of Location where incident occurred if applicable. Owners name if no Facility/Site, DBA, or company. For vessels- use Company name and Water body (SPPR-refer to DMS Mobile Source guidance). Ex: John Doe Farm, BP Port of Ilwaco, Jo's Mini Mart, etc.</i>		
Facility/Site Incident Physical Address (if no F/S Id# above):	13431 Wheeler Road NE, Moses Lake, WA 98837	
<i>Spot where violation occurred (if multiple, pick center spot). Use address, or if none a Lat/Long or STR (including City and Zip). NO PO BOXES or Out of State addresses! No mailing addresses.</i>		
Recipient's Name, Title, & Relationship to action:	Paul Stenhouse, Environmental Manager	
<i>This is the person(s)/entity(s) receiving the action. Please note if they are the Responsible Party. If not, list what role they have for receiving the action. May list many. For vessels, give the vessel name. (Examples: XYZ Trucking, Responsible party. Joe Moe, plant manager & CC. Jane Doe, Captain & responsible party. MV Luta, Vessel name)</i>		
Violation Type (enforcement actions only):	Check one Release <input type="checkbox"/> Administrative <input checked="" type="checkbox"/> Both <input type="checkbox"/>	
<i>Release=release to air, land, or water. Admin=Paperwork, permits, etc. Both=both choices.</i>		
All Citation (WAC) Reference(s) (enforcement actions only):	RCW 90.48 Water Pollution Control Act; WAC 173-216 State Waste Discharge Permit Program	
<i>List WACs that pertain to the violation. Use only RCWs when no WACs apply or in addition to the WACs.</i>		
Violation Date (if multiple pick one, date(s) is <u>not</u> required in some programs):		
Field Action Number (if applicable):		
Field Action Handed To Recipient Date:		
General Notes (any information you'd like to make note of. Good place for technical information, jargon, and etc):		
Docket Number 23300		

Need Help? Contact Laura Ballard, DMS Administrator, with questions or for DMS training/tutorials.

DMS SharePoint site has lists for WACs, Action Types, Docket Coordinators, and DMS guidance:

<http://partnerweb/sites/EXEC/ComplianceEnforcement/Pages/DMS.aspx>