LEP Verification Program

Administrative Rejection Factsheet

Rev. 5/4/2026

What does an Administrative Rejection mean?
All verifications submitted to the Remediation Division are administratively reviewed to confirm that the form was completed correctly and that all required documentation is attached. Based on our review of the verification, the Department identified missing, inconsistent, or contradictory information, either on the verification form or related to the supporting documentation. Consequently, the verification has been administratively rejected. An administrative rejection is not necessarily a reflection of the technical merits of the verification.

What are the problems that were found?
The checklist attached to the stamped verification form itemizes the issues that were identified during this administrative review. Please note that the items identified in this checklist may not be all-inclusive.

Does this rejection mean the investigation and/or remediation was deficient?
The rejection was based only on an administrative review of the verification form and attached documentation. No technical review of the Verification Report or the LEP's application of Release-Based Cleanup Regulations (RBCRs) was done. Upon receipt of a complete verification package, the verification may be subject to further technical review. Additional details regarding the verification review process can be found on the LEP Verification Audit Program web page.

What do I need to do next?
Please correct the administrative insufficiencies identified in the checklist and upload a complete verification package to the Department's Release, Environmental Assessment, and Cleanup Tracker (REACT) as a **new verification submittal**. Do **not** add it as another file under the previous submittal.

Who do I contact if I have further questions?
If you have questions regarding the administrative rejection process for Verifications, please contact Kevin Vanderveer of the Remediation Division, at kevin.vanderveer@ct.gov or 860-424-3233. Staff will try to answer your questions and work with you to resolve the insufficiencies. DEEP staff cannot provide you with any legal advice.

Links Referenced Above

- *RBCRs* – https://portal.ct.gov/deep/remediation--site-clean-up/release-based-cleanup-program/release-based-cleanup-program
- *LEP Program* – https://portal.ct.gov/deep/remediation--site-clean-up/licensed-environmental-professional-program/lep-verification-audit-program
- *REACT* – https://deep-react.service.ct.gov/s/