

## What's In A Name? Regulatory Signature Requirements

A name, a signature and a responsibility are the three important answers to the question, "What's in a name?" when applied to the regulatory signature requirements. Several articles featured in this newsletter have focused on some of the common mistakes made in completing an application. The mistakes discussed have been primarily technical and focused on one media type, however, having the wrong signature on an application is a multi-media mistake. Without the right signature, an application is incomplete and cannot be processed. Each of the environmental media, air, water, solid waste and hazardous waste, has a definition of the right signature.

Each application for a permit requires the signature of a responsible official. A responsible official is defined by regulation for different types of business ownerships.

For a corporation, a responsible official is the president, secretary, treasurer or vice-president of the corporation who is in charge of principal business functions.

For a partnership or sole ownership, the responsible official is a general partner or the owner, respectively.

For a government entity, a responsible official is a principal executive officer or ranking elected official.

The designation of a Duly Authorized Representative (DAR) is the point where signature mistakes are made. Each environmental media specifies what signature authorization is given by regulation. In each instance, a responsible official may identify a DAR for the company. Upon Department acceptance, the DAR may certify and sign applications and forms for the company as allowed by the applicable regulations.

For air media, applications and forms must be signed by a responsible official. This regulation allows companies that must comply with Title V of the Clean Air Act to designate a representative of the company to represent the company in signing or certifying the submission of compliance reports, permit applications and compliance plans for the company. The designated representative must be accepted by the Permit Board.

For water media, applications for an individual permit must be signed by a responsible official as described above. However, a Notice of Intent for coverage under a general permit may be signed by a duly authorized representative. Discharge monitoring reports and other submittals necessary to demonstrate compliance with the permit or regulations may be signed by the DAR.

For hazardous waste media, applications and forms must be signed by a responsible official. A DAR may be identified by the company and that DAR is able to sign any submittal necessary to demonstrate compliance.

For solid waste media, a responsible official or a DAR may sign and certify applications, reporting forms and any other submittal necessary to demonstrate compliance.