

# Empowering Indiana Businesses with FREE Environmental Compliance Assistance

## CTAP Site Assessment

A site assessment is a free on-site consultation to determine the environmental regulatory obligations and compliance status of a business, and identify pollution prevention opportunities. CTAP staff can help you troubleshoot a particular process or regulation, or conduct an entire facility review.

## Benefits of a Site Assessment

A site assessment is beneficial to all types of businesses and organizations, permitted or unpermitted, which are subject to environmental regulations or want to assure compliance **before** a regulatory inspection. Violations can be costly, so avoid them by using CTAP services to proactively empower your business and improve environmental quality (and your bottom line). During a site assessment the CTAP specialist will:

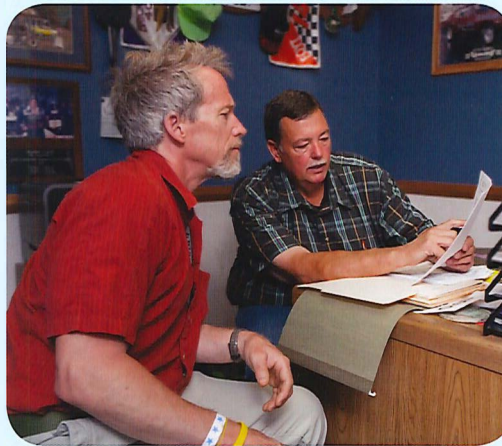
- Verify environmental compliance through a facility tour, complete review of applicable rules, permit conditions, record keeping, and required reports.
- Identify potential violations and help you determine and evaluate available corrective actions.
- Assist with environmental permit applications, facility records, and compliance reports.
- Address specific questions related to new regulations, expansion opportunities, or target areas of concern.
- Discuss pollution prevention (P2) assessment opportunities and resources for developing a P2 plan.

## Confidentiality Mandate

Indiana Code 13-28-3-4 mandates that CTAP staff cannot divulge information concerning inquiries, activities, or documents of the program that identify or describe an individual facility or operation.

## Compliance Training

CTAP staff are knowledgeable about current environmental issues, legislative changes, compliance processes, and new technologies. CTAP offers workshops and training on general and industry-specific topics, and is available for technical presentations to trade associations, industry groups, and other stakeholders wishing to know more about environmental regulations and compliance.



## CTAP Resources

CTAP's website provides sector-specific guidance documents, regulatory updates, training opportunities, fact sheets, pollution prevention resources, upcoming event announcements, and additional details about the program. Visit [www.idem.IN.gov/ctap](http://www.idem.IN.gov/ctap).

## Who CTAP Helps

CTAP works with Indiana businesses and organizations of **all** sizes and types. Whether it is an existing facility with legacy issues or a brand new company looking to locate in the Hoosier state, CTAP staff are ready to assist. CTAP serves all of Indiana's counties and has developed tools to help businesses evaluate available options quickly, easily, and cost-effectively.

## The Bottom Line

Every business has unique regulatory obligations and CTAP's staff understands the challenges businesses face. CTAP services are:

- **Voluntary & Convenient:** Contact CTAP and a compliance assistance specialist will travel to you when and where you need help.
- **Free & Confidential:** CTAP is a no-cost, confidential service offered by IDEM and site assessments are quality assurance guaranteed.
- **Non-regulatory:** CTAP does **not** issue violations, permits, fees, fines, or take enforcement actions.
- **Empowering & Cost-Effective:** CTAP strengthens your business's ability to prevent noncompliance, avoid enforcement penalties, and stay informed on key regulatory issues and new compliance technologies.
- **Multimedia:** CTAP specialists are experts in state and federal air, water, land, and waste management environmental regulations.
- **Flexible:** CTAP can conduct a comprehensive site assessment or focus on your specific areas of concern.
- **Innovative:** CTAP can assist your P2 efforts! Reduced regulatory burdens, increased business performance, and benefits to the environment all can result from developing and implementing a pollution prevention program.

The **Compliance and Technical Assistance Program (CTAP)** offers free and confidential services to help Indiana businesses and organizations understand and comply with environmental regulations. CTAP is **non-regulatory** and CTAP staff cannot, by law, discuss the compliance status of any facility with anyone, including IDEM regulatory or enforcement staff. CTAP offers assistance to all sectors of the regulated community through:

- *The CTAP hotline or email*
- *Facility site assessments*
- *Compliance training*



### CTAP Hotline and Email

By calling the CTAP hotline you can receive assistance with interpreting a rule or permit requirement, determine what steps you need to take to obtain a permit to operate or modify processes, or ask general environmental regulatory questions. To reach CTAP, call the confidential CTAP hotline at (317) 232-8172 or (800) 988-7901, or email [CTAP@idem.IN.gov](mailto:CTAP@idem.IN.gov).



Indiana Department of Environmental Management

### Compliance and Technical Assistance Program

CTAP's central and regional office staff members are listed at

[www.IN.gov/idem/ctap/contact/](http://www.IN.gov/idem/ctap/contact/)

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[www.IN.gov/idem/ctap/](http://www.IN.gov/idem/ctap/)



A State that Works

## Environmental Compliance Assistance

*for Indiana Businesses and Organizations*

**Free and Confidential**



Compliance and Technical Assistance Program

Indiana Department of Environmental Management

*Helping Indiana businesses one step at a time*