



1.5 Environmental Compliance Permit Management (Chematix)

Policy Statement

There is no formal policy statement for this topic however procedures and other information are provided below.

Reason for policy

To meet state and federal requirements pursuant to environmental permit record management and permit related conditional responsibilities.

Procedures

The Chematix Environmental Compliance module is used to record existing environmental permits and request assistance with obtaining requisite permits. Persons or entities responsible for individual permits must login to the Environmental Compliance module using UGA credentials and provide specific details about their existing permit(s) or provide information about needed permits. Information is then transmitted to the Environmental Safety Division for review. For existing permits, Environmental Safety may request additional information from the responsible person to ensure that all documents and conditions have been recorded and requests for permit requisition assistance will require an in-person meeting and/or additional correspondence.

Forms/Instructions

Forms and instructions are found on the Environmental Compliance web page.

Additional contacts

N/A

Policy definitions

N/A

Responsibilities

Responsible University Senior Administrator: Vice President for Finance & Administration

Responsible University Administrator: **Associate Vice President for Environmental Safety**

Policy Owner: John Lambeth, Manager Industrial Hygiene & Occupational Safety

Policy Contact: Chad Jordan cjordan@uga.edu

Phone Number: 706-542-3509

Responsibilities: It is the responsibility of the permittee to document all permits and related materials through the Environmental Compliance module.

Record Retention

Environmental Permit records are maintained in accordance with state and federal recordkeeping requirements.

Policy Appendices

N/A

FAQs

N/A

Related information

N/A

Last Update: 04/25/2012

[‹ Georgia Environmental Protection Act \(GEPA\) | Health and Safety Concerns of Faculty and Staff ›](#)

Policy Dates

Effective Date:

Date Last Updated: 08/08/2013

Date of Last Review:

Date of Approval:

Previous Version of Policy: