ITRC Long-Term Contaminant Management Using Institutional Controls
Product Announcement | January 2016

Long-Term Contaminant Management Using Institutional Controls (IC-1) and Long-Term Stewardship Plan Tool

This ITRC guidance describes best practices for managing institutional controls (ICs), based on successful state programs. The guidance details the elements of effective ICs throughout their life cycle, addresses cost issues, identifies stakeholder perspectives, and offers several case studies. You can access this guidance at: http://institutionalcontrols.itrcweb.org/. This guidance also includes a downloadable tool that can help you generate an editable Long-Term Stewardship (LTS) Plan in Microsoft Word. This tool can be used to document and maintain critical information about an IC, as well as create a lasting record of the site. The tool allows you to enter site-specific information, including the regulatory authority for the IC and responsibilities for maintaining and monitoring the IC. You can access this tool at:
http://www.itrcweb.org/Documents/team_ic/IC_Tool.zip

Background

Institutional controls (ICs) are a form of land use controls (LUCs) that provide protection from exposure to contaminants on a site through administrative or legal restrictions. LUCs can also use physical measures for protection, which are called engineering controls (ECs). In contrast to ECs, ICs consist of government controls, proprietary controls, enforcement or permit mechanisms, and informational devices. Most ICs are approved as part of a site remedy; however, an IC may also be the sole remedy. The protectiveness of the IC depends on whether its integrity is maintained. When the critical elements of an IC are jeopardized or fail, human health and the environment can be harmed.

Throughout the life cycle of an IC, information is maintained in a registry that makes data available to internal agency users, multiple agency users, and other stakeholders. This registry notifies and informs agencies, obligated parties, and stakeholders about IC requirements and helps to ensure that the integrity of the IC remains intact. ITRC surveyed state agencies to understand how they manage and fund IC programs. Results of this survey included 44 responses from states, and multiple agencies responded in some states. These responses indicate that successful programs share several elements:

- planning and implementing programs effectively
- creating and maintaining a registry
- monitoring and evaluating performance
- enforcing IC requirements
- reaching out to stakeholders and communicating with them effectively
- developing a funding mechanism

How This ITRC Guidance Can Help You

This ITRC guidance describes elements that will improve your program for managing ICs. This guidance builds on ITRC's 2008 document *Overview of Land Use Control (LUC) Management Systems*, incorporates the state successes documented in the ITRC state survey, and offers best management practices to improve an industry or agency ICs management program.

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Documents, free Internet-based training, contact information: *www.itrcweb.org*

This guidance also provides a downloadable *Long-Term Stewardship Plan Tool*, which helps to document the details of the ICs, the responsibilities of the obligated party and agency, monitoring and reporting requirements, and any future modification to the IC or LTS plan. You can download this tool, then enter specific information about your site, and the tool will generate a draft LTS plan that you can edit further in Microsoft Word.

Additionally, you can:

► **Share** this guidance and FREE Internet-based training with your co-workers, site owners, consultants, and other stakeholders by providing a link to the guidance website: http://institutionalcontrols.itrcweb.org/introduction.

► **Use this guidance** as a resource to understand the essential elements that will improve an institutional control management program.

► **Refer to and cite this guidance** in related long-term stewardship plans, remediation plans, registry or data management design plans and manuals, presentations, or training.

► **Report** to ITRC any successes related to this guidance, its associated training course, or the application of the LTS tool to: http://www.itrcweb.org/feedback.asp.

Related ITRC Documents

► *Overview of Land Use Control (LUC) Management Systems, 2008*
http://www.itrcweb.org/Guidance/ListDocuments?TopicID=31&SubTopicID=7

FREE Internet Training Course

The *Long-term contaminant Management Using Institutional Controls* guidance and Internet-based training will teach you to:

► Practice good stewardship to ensure ICs continue to prevent exposure to contamination that has been left in place.

► Effectively and routinely communicate with all stakeholders with an interest in an IC.

► Document the details of ICs and make them accessible.

► Monitor the performance of an IC.

► Enforce the conditions of an IC to maintain it's protectiveness and prevent exposure.

Registration opens 4–6 weeks prior to each class date at: https://clu-in.org/conf/itrc/lcmuic. You can join the live training session from the comfort of your own office, or access archives of past classes at your convenience. If you have questions after completing the online registration, call (402) 201-2419, or send an e-mail to training@itrcweb.org.

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