



Mike DeWine, Governor
Jon Husted, Lt. Governor
Laurie A. Stevenson, Director

CERTIFIED MAIL

Jane Allan
Apex Companies, LLC
4701 Creek Road, Suite 100
Cincinnati, OH 45242

**Re: Jane Allan
Professional Certification
Voluntary Action Program
Hamilton County
CP322**

Dear Jane:

Upon review of your application for renewal as a certified professional under Ohio's Voluntary Action Program (VAP), I am pleased to inform you that the Director of Ohio EPA has approved your certified professional renewal application pursuant to Ohio Revised Code 3746.04(B)(5) and Ohio Administrative Code 3745-300-05.

Your certification number is **CP322**. Enclosed you will find:

- A certificate recognizing you as a certified professional
- The specifications for the design of the certified professional seal and stamp.

Your certification expires on **October 26, 2021**, which is one year from issuance unless it is suspended, revoked, or renewed prior to that time.

Continuing education requirements:

- In order to maintain certification, you must complete 12 professional development hour units (PDHUs) IN YOUR CERTIFICATION PERIOD.
- Six of the 12 PDHUs must be earned by attending courses and seminars conducted by Ohio EPA that are approved for PDHUs.
- The remaining PDHUs must be obtained by attending Ohio EPA-approved continuing education courses and/or seminars. Pre-approval is recommended prior to attending a course or seminar.
- You may accrue all necessary PDHUs through VAP-offered training.

You are hereby notified that this action of the Director is final and may be appealed to the Environmental Review Appeals Commission (Commission) pursuant to Section 3745.04 of the Ohio Revised Code. The appeal must be in writing and set forth the action complained of and the grounds upon which the appeal is based. The appeal must be filed with the Commission within thirty (30) days after the notice of the Director's action. The appeal must be accompanied by a filing fee of \$70.00 made payable to "Treasurer, State of Ohio" which the Commission, in its discretion, may reduce if by affidavit you demonstrate that payment of the full amount of the fee would cause extreme hardship. Notice of the filing of the appeal shall be filed with the Director within three (3) days of filing with the Commission. Ohio EPA requests that a copy of the

appeal be served upon the Ohio Attorney General's Office, Environmental Enforcement Section. An appeal may be filed with the Commission at the following address:

Environmental Review Appeals Commission
30 East Broad Street
4th Floor
Columbus, Ohio 43215

Congratulations on your certification renewal and thank you for your interest in the Voluntary Action Program.

Sincerely,



Lisa Shook
Manager, Voluntary Action Program

encl.

cc: CP file

ec: Sam Staschiak, VAP, DERR-CO
Lisa Shook, Manager, VAP, DERR-CO



Ohio Environmental Protection Agency

Division of Environmental Response & Revitalization
Voluntary Action Program

Under the authority of Ohio Revised Code Section 3746.04 (B)(5) and Ohio Administrative Code Rule 3745-300-05

Recognizes

Jane E. Allan
Certified Professional
(Number CP 322)

October 26, 2020

Issuance Date Certificate

October 26, 2021

Date of Expiration

Director, Ohio Environmental Protection Agency

Lisa Shook

Manager, Voluntary Action Program

SCOPE, LIMITATION, OBLIGATIONS AND RESPONSIBILITIES OF CERTIFICATION ON REVERSE SIDE

Scope. This certificate applies only to the Ohio EPA Voluntary Action Program, and so long as this certificate remains effective it authorizes the certified professional to render *voluntary action opinions* consistent with Ohio Revised Code (ORC) Chapter 3746. and rules adopted in the Ohio Administrative Code (OAC) Chapter 3745-300.

Limitation. This certificate does not apply to any other Ohio EPA program nor does it serve any purpose other than that described in the "Scope" section. This certificate is subject to an annual renewal under OAC rule 3745-300-005.

Obligations and Responsibilities. As a condition of certification, the certified professional accepts all obligations and responsibilities of a certified professional in the Voluntary Action Program, as set forth in ORC Chapter 3746. and OAC Chapter 3745-300. These obligations and responsibilities include, but are not limited to:

- * Thorough knowledge of and compliance with ORC Chapter 3746. And OAC Chapter 3745.300;
- * Holding paramount public health, safety, welfare and the environment in the performance of professional services;
- * Compliance with all requirements of OAC rule 3745-300-05 regarding the criteria and procedures for initial certification and renewal of certification, standards of conduct, document retention and production obligations, and the design and use of a certified professional's seal;
- * Rendering objective *voluntary action opinions* based upon personal performance or review of all work, and relying upon other qualified persons to perform or review work when the voluntary action involves an area of professional practice for which the certified professional is not qualified by education, training, or experience;
- * Cooperation with all audits and inspection performed by Ohio EPA as authorized by ORC Chapter 3746. And OAC Chapter 3745-300;
- * Submission of all affidavits as required by ORC Chapter 3746. and OAC Chapter 3745-300; and
- * Issuance of *no further letters* only when consistent with applicable standards of the Voluntary Action Program, and the requirements of ORC Chapter 3746. and OAC Chapter 3745-300.

Revocation or Suspension. This certificate is subject to suspension or revocation in accordance with OAC Chapter 3745-300. The authorization provided by this certificate ceases upon the effective date of the suspension or revocation.

This certificate is the property of Ohio EPA and must be surrendered to Ohio EPA upon the expiration, revocation, or suspension of the professional's certification.