

# WESTAR Council

## Principles of Environmental Compliance & Enforcement (NACT 335)

April 11-13, 2017

**REGISTRATION DEADLINE:**  
Friday, March 17, 2017

### Washington Department of Ecology

300 Desmond Drive SE  
Lacey, WA 98503  
Phone: 360-407-6000



## REGISTRATION INSTRUCTIONS:

### First Time Users ([www.APTI-Learn.net](http://www.APTI-Learn.net)):

1. Click on the “[First time user? Click here to register](#)” link in the upper right-hand corner of the webpage;
2. First screen requires: 1) work email address; 2) first and last names; 3) password; and 4) security question;
3. Second screen asks about affiliation/agency. There are two options for filling out this section:
  - Agency Quick Search, or;
  - Affiliation/Agency
4. Third screen includes a list of job functions and other profile information. You can click as many (or few) job functions as appropriate. Once you have completed this third screen, you are done setting up your profile.

### After completing the profile:

5. Click the “Register” tab on the left side, or the “Register” bubble in the middle of the page;
6. Scroll down the 2017 Training Calendar until you see the training course that you are interested in registering for;
7. On the right side of the table you will see a “register” link;
8. Click the “register” link, and voila you are registered (be patient it takes a few seconds for the confirmation note to pop-up);
9. You will receive an automatically generated email saying that you have been placed on a waiting list (this is so unapproved attendees can be weeded out).
10. Once approved, you will receive a second email saying you are enrolled.

### Previously Registered Users ([www.APTI-Learn.net](http://www.APTI-Learn.net)):

1. Enter email address and password in appropriate spaces;
2. Go to step 5 (above) and follow directions.

*IF YOU NEED ASSISTANCE REGISTERING FOR A COURSE PLEASE  
CONTACT: JEFF GABLER (503) 478-4955 or JGABLER@WESTAR.ORG*

## TUESDAY, APRIL 11, 2017

8:00	am	Opening Remarks
8:30	am	Introduction to Course
9:15	am	Compliance & Enforcement Challenges
10:00	am	Break
10:15	am	Concepts & Definitions
10:45	am	Environmental Management
11:30	am	Ex. 1-4 Compliance Motivation
12:00	noon	Lunch (on your own)
1:00	pm	Ex. 1-5 Compliance Monitoring
1:45	pm	Ex. 1-6 Enforcement Authority
2:30	pm	Break
2:45	pm	Ex. 1-7 Enforcement Responses
3:30	pm	Review
4:30	pm	Discussion & Adjourn for Day

## WEDNESDAY, APRIL 12, 2017

8:00	am	Designing Environmental Management Approaches
9:15	am	Compliance Promotion, Compliance Assistance, & Balancing with Enforcement
10:00	am	Break
10:15	am	Penalty Policy
11:15	am	Lunch (on your own)
12:15	pm	Case Development Process
1:30	pm	Talia Tree
2:45	pm	Break
3:00	pm	Introduction to Negotiation
4:00	pm	Role Play Case Review
4:30	pm	Adjourn for Day

## THURSDAY, APRIL 13, 2017

8:00	am	Review & Discussion of Negotiation Role Play
8:45	am	Negotiation Preparation

9:30	am	Role Play Sessions
12:30	pm	Review of Settlement Agreements
1:00	am	Wrap-up, and Final Exam
2:00	pm	Adjourn

## ABOUT THE TRAINING

**WHO SHOULD ATTEND:** New, entry-level stationary source inspectors, regulatory agency staff, and environmental specialists in business and government.

**LEARNING OBJECTIVES:** Those completing this course will gain a basic understanding of the general information associated with air pollution control and enforcement. The following topics will be covered in this course:

- Developing a framework for designing effective compliance strategies
- Understand different concepts and principles of environmental compliance and enforcement

**COURSE DESCRIPTION:** This intensive a 3-day course providing a framework for designing effective compliance strategies and enforcement programs.

The course defines the terms compliance and enforcement, introduces basic principles, and explores different approaches for implementing each element of the framework. The instructors who guide participants through the concepts and principles of environmental compliance and enforcement deliver the course through a series of exercises. Participants, through a "case study" will take part in a negotiation session to resolve a violation of environmental requirements that mimics a real-life enforcement situation.

This course is designed for a student that seeks to understand the complete compliance process including enforcement. The student should come away with the knowledge and skills necessary to become a productive member of a compliance team. The two and one-half day course will focus on the enforcement case process used by US local, state and federal environmental agencies- primarily the administrative and civil judicial processes. Topics include targeting, collecting data that is necessary for case development, determining compliance status, selecting the appropriate enforcement option, penalties, negotiation, and case resolution follow-up. The course discusses all violation resolution options including informal actions, formal notices, administrative orders and administrative consent orders, civil litigation settlement, and case litigation. The importance of proper documentation and adherence to procedures will be emphasized. The course includes a combination of lectures, exercises, and role-playing. A manual is included with the course.

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**SPACE LIMITATION:** Registration is limited to 30 attendees. Air quality staff from the fifteen western states receive registration preference.

**REGISTRATION FEES:** There are no registration fees for state, local or tribal air quality agency staff. For federal employees the registration fees are \$100.

## TRAINING LOCATION

### Washington Department of Ecology

300 Desmond Drive SE  
Lacey, WA 98503  
Phone: 360-407-6000

## HOTEL INFORMATION

If lodging accommodations are necessary, attendees/speakers are required to make their own reservations. Below is a list of hotels that are in close proximity of Washington Department of Ecology but are not within short walking distance. Please check with the hotel for the availability of governmental rates; most hotels offer these rates.

#### **Quality Inn & Suites – Lacey**

120 College Street SE  
Lacey, WA 98503  
Phone: (360) 493-1991

#### **Comfort Inn – Lacey**

4700 Park Center Avenue NE  
Lacey, WA 98516  
Phone: (360) 456-6300

#### **La Quinta Inn: Olympia - Lacey**

4704 Park Center Ave Northeast  
Lacey, WA 98516  
Phone: (360) 412-1200

#### **Ramada – Olympia**

4520 Martin Way E  
Olympia, WA 98516  
Phone: (360) 459-8866

#### **Holiday Inn - Lacey**

4460 3<sup>rd</sup> Avenue SE  
Lacey, WA 98503  
Phone: (360) 491-7985