



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, DC 20460

SEP 14 2017

OFFICE OF
ENFORCEMENT AND
COMPLIANCE ASSURANCE

MEMORANDUM

SUBJECT: 2017 CWA NPDES National Technical Inspector Workshop,
November 13-17, 2017, Lenexa, Kansas

FROM: Edward J. Messina, Director
Monitoring, Assistance, and Media Programs Division
Office of Compliance

A handwritten signature in blue ink that reads "Ed J. Messina".

TO: Water Division Directors
Enforcement Division Directors
NPDES Enforcement Branch Chiefs
Enforcement Coordinators

The Office of Compliance is working closely with Region 7 to plan the 2017 Clean Water Act (CWA) National Pollutant Discharge Elimination System (NPDES) National Technical Inspector Workshop. We are planning to hold the Workshop starting midday Monday November 13 and ending midday Friday November 17 in the conference rooms of the Region 7 office located at 11201 Renner Boulevard, Lenexa, Kansas 66219. Attendance and participation at this Workshop can satisfy the annual program-specific mandatory refresher training requirement for an NPDES inspector under EPA Order 3500.1 for the 2017 calendar year.

The Workshop is always well-attended and receives excellent ratings from participants. The primary purpose of the Workshop is to ensure that EPA adequately trains inspectors in a wide variety of NPDES technical and enforcement requirements, updates and increases the knowledgebase of our experienced inspectors, and facilitates the transfer of knowledge from experienced inspectors to less experienced inspectors. It also provides a forum for inspectors to meet face-to-face to discuss and collaborate on current issues in their work.

What to Expect

The topics in this Workshop are geared toward EPA inspectors. While registration is open to all federal, state, tribal and municipal inspectors, EPA regional inspectors are given first priority in registration. In past years, we have been able to accommodate state, tribal, and municipal inspectors on a space-available basis. We ask that you help us reach out to our co-regulatory agencies by passing along this information about the Workshop to your counterparts in state, tribal and municipal government.

The agenda includes general sessions covering topics appropriate for both new and experienced inspectors and includes both classroom presentations and field exercises. Please see the attached draft agenda for specific details. Remember that all inspectors must be up-to-date with their Health and Safety training before they can be allowed to participate in the field exercises. Field exercise leaders will contact participants prior to the Workshop with additional details regarding logistics and Personal Protective Equipment (PPE).

Due to EPA's hurricane relief efforts, we are currently unsure to what extent this Workshop will be affected. Last minute changes to the agenda may occur based on presenter availability.

Logistics

We understand that travel funds are tight, but strongly encourage you to send members of your NPDES inspector corps to this informative Workshop. There is no cost to register for this Workshop. The Office of Compliance has received approval for this Workshop to be classified as an official training meeting. Each EPA regional office is able to complete a group SF-182 form so that regional training dollars may be used in accordance with The Government Employees Training Act (GETA) and the Training Policy Handbook. After the group SF-182 is approved by the regional training office, you are able to use your **regional** training dollars for *lodging and per diem*, but **not** for transportation to the meeting. **All EPA regional and headquarters employees are required to include the conference code MS77E107 in Concur for use in tracking conference spending.**

Refer to the attached information regarding how to register for the Workshop and how to book your hotel room. Please reserve your hotel room before October 23, 2017. A final agenda and additional Workshop logistics regarding building entry, parking, transportation, and other details will be supplied in a welcome email to the registered attendees prior to the Workshop.

We appreciate all of the regional support by staff and managers that we have received in planning NPDES Technical Inspector Workshops over the years. The expertise of your inspectors is invaluable and is the main reason these events have been so successful.

If you need additional information or have any questions about the Workshop, please contact either Laura Paradise at (202) 564-0615 or paradise.laura@epa.gov, or Peter Bahor at (202) 564-7029 or bahor.peter@epa.gov. We are looking forward to another successful Workshop this year!

Attachment

Cc: David Hindin, OC
John Dombrowski, OC
Rick Duffy, OC
Martha Segall, OC
Rosemarie Kelley, OCE
Mark Pollins, OCE

Joe Theis, OCE
Lauren Kabler, OCE
Loren Denton, OCE
Ben Bahk, OCE
Jeff Robichaud, Region 7
Jeff Field, Region 7
Diane Huffman, Region 7
Jodi Bruno, Region 7
Seth Draper, Region 7

PRELIMINARY LOGISTICS
CWA NPDES National Technical Inspector Workshop
Region 7, November 13-17, 2017

Registration:

We would love to see you in Region 7's Lenexa office! There is no cost to register for this Workshop. Please register as soon as possible.

Use this web address to access our registration site:

<https://www.epa.gov/compliance/forms/2017-cwa-npdes-national-technical-inspector-workshop>

Travel Conference Code:

All EPA attendees to this Workshop, must use the following conference project code on all funded documents (Travel Authorizations, local vouchers, bankcard purchases, etc.):
MS77E107.

In your TAs under the Document Information Tab in the Document Details box, put the following information:

- 2017 CWA NPDES Nat'l Tech. Insp. Workshop MS77E107 (please input as is, so it won't get cut off in the system; it is very important that the Conference Code shows up)
- Put this same information in the Trip Information Tab in the comments section

If you want to include additional information in the Details or Comments boxes, please be sure to add that information AFTER the Conference Name and Conference Project Code

Travel vouchers are required to be submitted within five business days after the conclusion of the conference.

Classroom:

The Workshop is planned to be held at EPA's Region 7 office conference rooms.
Address: 11201 Renner Boulevard, Lenexa, Kansas 66219

Hotels:

We have reserved room blocks at the following two hotels for the rate of **\$117** per night. To make your reservation call the listed hotels directly or follow the provided reservation links below. Reference the "EPA Group" when making your reservation. The room blocks will be held until **October 23, 2017**. Rooms will continue to be held at the \$117 rate for our group as long as rooms remain available. If one hotel block is full, please try the other listed hotel.

Residence Inn Kansas City Olathe

12215 South Strang Line Rd, Olathe, KS 66062
913-829-6700

[Click here](#) for the online Reservation link

Fairfield Inn & Suites Olathe

(Sun through Thursday nights available only. Must check out Friday morning.)

12245 South Strang Line Rd, Olathe, KS 66062
913-768-7000

[Click here](#) for the online Reservation link