

From: [Indiana Department of Transportation](#)
To: [Bales, Ronald](#)
Subject: Environmental Policy Office Updates - New Site Assessment & Management Manual
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INDOT Site Assessment & Management (SAM) is pleased to announce that the new SAM Manual has been added to the INDOT Environmental Services Division website <https://www.in.gov/indot/2523.htm>. The SAM Manual is comprised of seven chapters that discuss how to obtain access to various INDOT databases, how various reports should be submitted, guidance on preparing both State and Local Public Agency (LPA) Red Flag Investigation (RFI) reports, information and expectations on generating Phase I and Phase II Environmental Site Assessments, and guidance on how to handle discoveries of contaminated media within INDOT-owned right-of-way. Additionally, examples of a Limited RFI and RFI addendum are provided in Appendix D of the manual.

Please note a few modifications that have occurred to documents on the website:

- The RFI Template – Guidance for LPA and State Projects is now located in **Appendix B** of the SAM Manual
- An RFI Template for LPA Projects (word document) has been added as a link to the website

Screen Capture



The SAM manual should address frequently asked questions, and all new submissions should follow the guidance going forward. We appreciate your attention to preparing and submitting documents in accordance with this document. Thank you.

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