

3745-6-06

**Data collection and submittal; document and data review, retention, and production.**

(A) Data collection.

- (1) All data submitted in support of a permit application shall be collected and scored directly by the certified professional. The WQCP may be assisted in field collection by others under the direct field supervision of the WQCP.
- (2) If a WQCP is not certified in all methods necessary to conduct a stream or wetland assessment, and intends to seek the benefit of an expedited permit review under rule 3745-6-09 of the Administrative Code, the WQCP shall utilize other WQCPs certified to conduct those assessments, unless that assessment is conducted pursuant to paragraph (A)(3) of this rule.
- (3) A level 3 QDC shall be utilized for advanced stream biological assessments that are listed in Chapter 3745-4 of the Administrative Code but are not listed in rule 3745-6-05 of the Administrative Code.
- (4) A WQCP is not required to field supervise other WQCPs who are certified in the assessment methods being used or individuals with level 3 QDC status conducting assessments under paragraph (A)(3) of this rule.
- (5) When other certified or non-certified individuals are assisting a WQCP or level 3 QDC, the permit application submitted to Ohio EPA shall include the name and qualifications at the time of the assessment of each person who performed work under this chapter to support the permit application and the nature and scope of the work performed by that person.

(B) Data submittal. The WQCP shall review, analyze when applicable, and sign all submittals in support of a permit application.

(C) Document and data review. Ohio EPA may review documentation and data collected or analyzed by a WQCP in support of a permit application that has been submitted to Ohio EPA to ensure compliance with the technical standards established in rule 3745-6-05 of the Administrative Code.

(D) Document and data retention. A WQCP shall retain for a minimum of fifteen years from the date of submission of the permit application, all documentation and data collected or analyzed, including vouchers and field notes, pertaining to submittals to Ohio EPA in support of a permit application. This period of retention shall be extended during the course of any unresolved litigation or administrative hearings or proceedings, or if Ohio EPA notifies the WQCP that such records are required to be kept for an extended period of time.

(E) Document and data production. The WQCP shall submit any documentation and data developed or collected in support of a permit application upon request by the Ohio EPA.