

## SIGNATURE AND AUTHORITY MATRIX

Managers of the Department of Ecology

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<b>ALL PROGRAMS</b>									
<b>CONTRACTS, AGREEMENTS, GRANTS, &amp; LOANS (VI)</b>									
Contracts, Interagency Agreements - Payable - NON-Information Technology (see below for Information Technology-related contracts)	X	X	Up To \$500,000	Up To \$100,000	Up To \$100,000	Up To \$20,000	0	0	4, 7
Information Technology Contracts/ Interagency Agreements/Service Level Agreements, including statement of work and final contract before being let (e.g., DES, CTS, IT vendor contracts, and telecom contracts such as leased/purchased telecom lines) - Payable	X	X	0	0 CIO Up To \$500,000	0	0	0	0	7
Interagency Agreements - Payable, with AGO	X	X	0	0	X	0	0	0	Chief Financial Officer
Grants and Loans – Payable (Outside of EAGL)	X	X	0	0	X	0	0	0	4, 7
Memorandum of Understanding, Memorandum of Agreement	X	X	X	X	X	X, Except RBA	0	0	
Payment Requests on Contracts, Grants and Loans - Payable (Invoices)	X	X	X	X	X	X, Except RBA	0	0	
Contracts - Receivable - NON-Information Technology (Blue Router Process)	X	X	\$200,000	Up To \$200,000	Up To \$200,000	Up To \$50,000	0	0	Per Blue Router
Federal Grants Receivable {POL 13-11} Application, Amendment, Acceptance (Green Router Process)	X	Backup	0	CFO is Primary	0	0	0	0	Per Green Router
Multi-Party, Multi-Program Hydro Settlements	X	X	0	0	Regional Directors	0	0	0	
<b>PURCHASING</b>									
Furniture	X	X	Over \$50,000	Up To \$50,000	Up To \$50,000	Up To \$20,000	0	0	7, 11
Information Technology Purchases, including Maintenance Agreements, Service Level Agreements, & equipment (anything that attaches to the network or a desktop, e.g., software, servers, fax machines, scanners, thumb drives, and cameras – see below for mobile devices)	X	X	0	Up to \$20,000 CIO Up to \$500,000	Up To \$100,000	Up To \$20,000	0	0	6, 7
Purchase Request (Purchase Tracking System)	X	X	Up To \$500,000	Up to \$100,000 CIO Up to \$500,000	Up To \$100,000	Up To \$20,000	0	0	7
Professional Membership Dues	X	X	X	X	X	0	0	0	7
Mobile Devices (includes pagers, cell phones, smart phones, and tablets – but not laptop computers)	X	X	X	X	X	0	0	0	6, 7
Request for Remote Access {POL16-07} (ECY 010-181)	X	X	X	X	X	X	0	0	
Vehicles, General Purpose	X	X	X	0	0	0	0	0	7, 11
Vehicles, Special Use	X	X	Over \$100,000	0	Up To \$100,000	0	0	0	7, 11

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<b>TRAVEL</b>									
Authorization to use State Motor Vehicles {POL 11-10} (ECY 010-150)	X	X	X	X	X	X	X	0	
Exception to the Maximum Lodging Allowable Amount (ECY 010-115)	X	X	X	X	X	0	0	0	
Travel Advance (Travel Auth. Form A40-A)	X	X	X	X	X	In-State	0	0	
Out-of-country travel requires approval of Ecology Director and the Governor's Office, in writing, prior to	X	X	0	0	0	0	0	0	8, 9
Out-of-state Travel Authorization, Including British Columbia (Travel Auth. Form A40-A) - On Plan Approved by Deputy Director	X	X	X	X	X	0	0	0	
Out-of-state Travel Authorization, Including British Columbia (Travel Auth. Form A40-A) - NOT on Plan Approved by Deputy Director	X	X	0	X	0	0	0	0	
Travel Expense Vouchers (Form A20-A)	X	X	X	X	X	All In-state; Plus Out-of-state With Prior PM Approval on A40-A	0	0	
<b>PAYROLL (III)</b>									
Leave Without Pay	X	X	X	X	X	X	0	0	3
Shared Leave Request	X	X	X	X	X	0	0	0	1
Shared Leave Donation	X	X	X	X	X	0	0	0	
All Paid Leave	X	X	X	X	X	X	X	0	3
Moving Allowance	X	X	0	0	0	0	0	0	3
Overtime Request {Pol 1-44} (SF 6956)	X	X	X	X	X	X	X	0	3
Reporting Hours Worked	X	X	X	X	X	X	X	0	3
Standby, Assignment, or Responder Pay Request - Spills-related	X	X	X	X	X	X	Regional Response Mgr	0	3
Standby Pay Request or Assignment Pay Request - Non Spills-related	X	X	X	X	X	0	0	0	3
<b>PERSONNEL</b>									
Disciplinary Action – Affecting pay	X	X	X	X	0	0	0	0	
Disciplinary Action – Oral and written reprimand	X	X	X	X	X	X	X	0	
Flex-time (Innovative Work Schedule) Authorization {POL 3-03}	X	X	X	X	X	X	0	0	3
Grievances – Represented staff: hearing and resolving grievances according to Article 29 of the Collective Bargaining Agreement	X	X	X	X	X	0	0	0	
Grievances - Non-represented staff: hearing and resolving grievances according to Ecology Policy 9-01 and Procedure 9-01-01	X	X	X	X	X	X	X	0	
Part-Time	X	X	X	X	X	X	0	0	1, 2
Performance Development Plan (ECY 010-197)	X	X	X	X	X	X	X	0	3
Personnel Action Form (ECY 010-56)	X	X	X	X	X	X	0	0	1, 5
Request for Approval of Outside Employment {POL 15-04} (ECY 010-96)	X	X	X	X	X	0	0	0	1, 3
Teleworking Agreement Form {POL 3-05} (ECY 010-31)	X	X	X	X	X	0	0	0	3
Training Request	X	X	X	X	X	X	X	0	3
Tuition Reimbursement {POL 5-51} (ECY 010-104)	X	X	X	X	X	X	0	0	

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<b>AGENCY WIDE ADMINISTRATIVE ACTIONS</b>									
Agreements with Department of Enterprise Services for Architectural and Engineering Services	X	X	Up to \$500,000	0	0	0	0	0	
Department of Enterprise Services Order Supplements Under Umbrella Customer Service Agreement	X	X	0	CIO	0	0	0	0	
Interagency Agreements for Space Leases	X	X	X	0	0	0	0	0	
Lease Agreements - New and Renewals	X	X	X	0	0	0	0	0	
Leases to Tenants	X	X	X	0	0	0	0	0	
Purchase or Lease of High Speed Line Capacity	X	X	0	CIO	0	0	0	0	6, 7
Purchased Services for Facility Maintenance	X	X	Up To \$500,000	0	0	0	0	0	7
Requests to Office of Financial Management for New Space	X	X	X	0	0	0	0	0	
Settlement Agreements for Tort Claims	X	X	X	0	0	0	0	0	

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<b>AIR QUALITY PROGRAM</b>									
Act as SEPA Responsible Official	X	More than 1 Program	0	Regional Directors for More than 1 Program	More than 1 Section	Involving only 1 Section	0	0	
Act on Permit Fee Appeals and Refund Requests	X	X	0	0	X	X	0	0	
Actions in Superior or Federal Court (such as consent decrees or injunctions)	X	X	0	0	X	0	0	0	
Certification / Decertification of Authorized Emission Specialists and Emission Repair Facilities	X	X	0	0	X	X	X	X	
Certification of Ambient Air Quality Conditions	X	X	0	0	X	X	X	0	
Certification of Wood Burning Devices (wood stoves)	X	X	0	0	X	0	0	0	10
Certifications	X	X	0	0	X	X	0	0	10 if Appropriate
Conduct Plan Review and Grant Approvals	X	X	0	0	X	X	0	0	
Enter Into Settlement Agreements or Provide Other Relief	X	X	0	0	Up To \$100,000	Up To \$25,000	0	0	Signing Official
Issue Administrative Orders	X	X	0	0	X	X	0	0	
Issue Burning Permits	X	X	0	0	X	X	X	X	Appropriate Program Staff
Issue Civil Penalties (and companion orders)	X	X	0	0	X	Up To \$25,000	0	0	
Issue Licenses	X	X	0	0	X	X	0	0	
Issue Notice of Construction	X	X	0	0	X	X	0	0	
Issue Notices of Correction	X	X	0	0	X	X	X	X	
Issue Notices of Violations	X	X	0	0	X	X	0	0	
Issue Permits Other Than Those Specified Herein.	X	X	0	0	X	X	0	0	
Issue Prevention of Significant Deterioration and Air Operating Program Permits	X	X	0	0	X	X	0	0	
Issue Temporary/Portable Air Quality Authorizations	X	X	0	0	X	X	X	0	
Issue, Repeal or Revise Rules	X	0	0	0	0	0	0	0	
Response to SEPA / NEPA documents	0	0	0	0	0	0	0	0	Appropriate Program Staff
Serve as SEPA Responsible Official for Temporary/Portable Air Quality Authorizations	X	X	0	0	X	X	0	0	

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<b>ENVIRONMENTAL ASSESSMENT PROGRAM</b>									
Act as SEPA Responsible Official	X	More than 1 Program	0	Regional Directors for More than 1 Program	More than 1 Section	Involving only 1 Section	0	0	
Accreditation Order Appeals	X	X	0	0	X	Statewide Coordination Manager	0	0	
Actions in Superior or Federal Court (such as consent decrees or injunctions)	X	X	0	0	X	0	0	0	
Certificate of Accreditation	X	X	0	0	X	Statewide Coordination Manager	Lab Accreditation Unit Supervisor	0	
Conduct Plan Review and Grant Approvals	X	X	0	0	X	X	0	0	
Enter Into Settlement Agreements or Provide Other Relief	X	X	0	0	Up To \$100,000	Up To \$25,000	0	0	Signing Official
Issue Administrative Orders	X	X	0	0	X	Statewide Coordination Manager	Lab Accreditation Unit Supervisor	0	
Issue Civil Penalties (and companion orders)	X	X	0	0	X	Up To \$25,000	0	0	
Issue Notices of Correction	X	X	0	0	X	Statewide Coordination Manager	Lab Accreditation Unit Supervisor	0	Lab Accreditation Auditors
Issue, Repeal or Revise Rules	X	0	0	0	0	0	0	0	
Scope of Accreditation	X	X	0	0	X	Statewide Coordination Manager	Lab Accreditation Unit Supervisor	0	

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<b>HAZARDOUS WASTE AND TOXICS REDUCTION PROGRAM</b>									
Act as SEPA Responsible Official	X	More than 1 Program	0	Regional Directors for More than 1 Program	More than 1 Section	Involving only 1 Section	0	0	
Act on Permit Fee Appeals	X	X	0	0	X	0	0	0	
Actions in Superior or Federal Court (such as consent decrees or injunctions)	X	X	0	0	X	0	0	0	
Approve or Disapprove an Owner or Operator's Demonstration of Compliance with the Siting Standards, WAC 173-303-282 of the Dangerous Waste Rules	X	X	0	0	X	X	0	0	
Conduct Plan Review and Grant Approvals	X	X	0	0	X	X	0	0	
Enter Into Settlement Agreements or Provide Other Relief	X	X	0	0	Up To \$100,000	Up To \$25,000	0	0	Signing Official
Grant and Deny Petitions Under WAC 173-303-910 of the Dangerous Waste Rules	X	X	0	0	X	X	0	0	
Issue Administrative Orders	X	X	0	0	X	X	0	0	
Issue Civil Penalties (and companion orders)	X	X	0	0	X	Up To \$25,000	0	0	
Issue Licenses	X	X	0	0	X	X	0	0	
Issue Notices of Violations	X	X	0	0	X	X	0	0	
Issue Permits	X	X	0	0	X	X	0	0	
Issue, Repeal or Revise Rules	X	0	0	0	0	0	0	0	
Issue, Modify or Deny Certification of Designation Under WAC 173-303-075 of the Dangerous Waste Rules	X	X	0	0	X	X	0	0	
NPDES Permits	X	X	0	0	X	X	0	0	
Pollution Prevention Plan Petition for Exemption under WAC 173-307-120	X	X	0	0	X	X	0	0	
Request for Relief for Recycling Standards for State-Only Waste, WAC 173-303-500 of the Dangerous Waste Rules	X	X	0	0	X	X	0	0	
Request to Submit Single Plan for Companies that have Facilities that are Substantially Smaller under WAC 173-307-015	X	X	0	0	X	X	X	0	
Natural Resource Damage Assessments	X	X	0	0	X	0	0	0	
Response to SEPA and NEPA documents	X	X	0	0	X	X	0	0	
State Waste Discharge Permits	X	X	0	0	X	X	0	0	
Tax Credit Revocations	X	X	0	0	X	0	0	0	
Tax Credit Revocations	X	X	0	0	X	X	0	0	
Water Quality Certification	X	X	0	0	X	X	0	0	

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<b>NUCLEAR WASTE PROGRAM</b>									
Act as SEPA Responsible Official	X	More than 1 Program	0	Regional Directors for More than 1 Program	More than 1 Section	Involving only 1 Section	0	0	
Act on Permit Fee Appeals	X	X	0	0	X	0	0	0	
Actions in Superior or Federal Court (such as consent decrees or injunctions)	X	X	0	0	X	0	0	0	
Approve/Disapprove an Owner or Operator's Demonstration of Compliance with the Siting Standards, WAC 173-303-282 of the Dangerous Waste Rules	X	X	0	0	X	X	0	0	
Concur or dissent on EPA Records of Decision	X	X	0	0	X	0	0	0	
Conduct Plan Review and Grant Approvals	X	X	0	0	X	X	0	0	Per Tri-Party Agreement
Enter Into Settlement Agreements or Provide Other Relief	X	X	0	0	Up To \$100,000	Up To \$25,000	0	0	Per Tri-Party Agreement
Grant Variances	X	X	0	0	X	X	0	0	
Grant and Deny Petitions Under WAC 173-303-910 of the Dangerous Waste Rules	X	X	0	0	X	X	0	0	
Issue Administrative Orders	X	X	0	0	X	X	0	0	
Issue Air Notices of Correction - Hanford	X	X	0	0	X	X	0	X	
Issue Civil Penalties (and companion orders)	X	X	0	0	X	Up To \$25,000	0	0	Per Tri-Party Agreement
Issue Licenses	X	X	0	0	X	X	0	0	
Issue Notice of Construction - Hanford	X	X	0	0	X	X	0	0	
Issue Notices of Violations	X	X	0	0	X	X	0	0	
Issue NPDES Permits - Hanford	X	X	0	0	X	X	0	0	
Issue Permits	X	X	0	0	X	X	0	0	
Issue, Repeal, or Revise Rules	X	0	0	0	0	0	0	0	
Issue Temporary/Portable Air Quality Authorizations - Hanford	X	X	0	0	X	X	0	0	
Liens	X	X	0	0	X	0	0	0	Assistant Attorney General
Natural Resource Damage Assessments	X	X	0	0	0	0	0	0	
Response to SEPA and NEPA Documents	X	X	0	0	X	X	0	0	
State Waste Discharge Permits - Hanford	X	X	0	0	X	X	0	0	

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<b>SHORELANDS AND ENVIRONMENTAL ASSISTANCE PROGRAM</b>									
Act as SEPA Responsible Official	X	More than 1 Program	0	Regional Directors for More than 1 Program	More than 1 Section	Involving only 1 Section	0	0	
Act on Permit Fee Appeals	X	X	0	0	X	0	0	0	
Actions in Superior or Federal Court (such as consent decrees or injunctions)	X	X	0	0	X	0	0	0	
Approve or Deny Shoreline Master Program Amendments	X	X	0	0	Makes Recommendation	Makes Recommendation	0	0	
Authorize Purchase of Land within the Padilla Bay National Reserve Boundary	X	X	0	0	X	Padilla Bay National Reserve Director	0	0	
Coastal Zone Consistency Determination	X	X	0	0	X	X	0	0	
Enter Into Settlement Agreements or Provide Other Relief	X	X	0	0	Up To \$100,000	Up To \$25,000	0	0	Signing Official
Grant Variances and Conditional Use Permits	X	X	0	0	X	X	0	0	
Initiate Requests for Review Before Shorelines Hearing Board	X	X	0	0	X	X	0	0	
Issue Administrative Orders	X	X	0	0	X	X	0	0	
Issue Civil Penalties (and companion orders)	X	X	0	0	X	Up To \$25,000	0	0	
Issue Licenses	X	X	0	0	X	X	0	0	
Issue Notices of Violations	X	X	0	0	X	X	0	0	
Issue Permits	X	X	0	0	X	X	0	0	
Issue, Repeal, or Revise Rules	X	0	0	0	0	0	0	0	
Permits for Oil and Gas Exploration in Marine Waters	X	X	0	0	X	X	0	0	
401 Water Quality Certifications	X	X	0	0	X	X	0	0	



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<b>SPILL PREVENTION, PREPAREDNESS AND RESPONSE PROGRAM</b>									
Act as SEPA Responsible Official	X	More than 1 Program	0	Regional Directors for More than 1 Program	More than 1 Section	Involving only 1 Section	Involving only 1 Unit	0	
Act on Permit Fee Appeals	X	X	0	0	X	0	0	0	
Actions in Superior or Federal Court (such as consent decrees or injunctions) Other Than NRDA Actions	X	X	0	0	X	0	0	0	
Authorize Decanting During Oil Spill	X	X	0	0	X	Response Section	Response Unit	0	
Authorize In-situ Burn During Oil Spill	X	X	0	0	X	Response Section	0	0	
Authorize Oil Dispersant Use During Oil Spill	X	X	0	0	X	Response Section	0	0	
Issue Administrative Orders	X	X	0	0	X	X	X	Field Orders	
Issue Civil Penalties (and companion orders)	X	X	0	0	X	Up to \$25,000	Prevention Unit - \$10,000 Response Unit - \$25,000 Preparedness Unit - \$10,000	0	
Issue Penalties	X	X	0	0	X	X	X	Up to \$5,000	
Issue Notices of Violations	X	X	0	0	X	X	X	With Field Citations	
Issue Permits	X	X	0	0	X	X	0	0	
Issue Primary Response Contractors Certifications	X	X	0	0	X	Preparedness Section	0	0	
Issue, Repeal or Revise Rules	X	0	0	0	0	0	0	0	
Mobile Facility Response Plan Approval	X	X	0	0	X	Preparedness Section	X	0	
Natural Resource Damage Assessments (NRDA)	0	0	0	0	0	0	0	0	NRDA Committee
Non NRDA Actions in Lower State and Local Courts	X	X	0	0	X	X	0	0	
Non OSRA Spill Response/Emergency Clean Up	X	X	0	0	X	Up To \$25,000	Prevention Unit \$10,000 - Response Unit \$25,000	0	
NRDA Actions in Lower State and Local Courts	X	X	0	0	X	0	0	0	NRDA Committee
Oil Handling Facility Prevention Plans and Operational Manual Approvals	X	X	0	0	X	Prevention Section	0	0	Professional Engineers
NRDA Restoration Plans	X	X	0	0	X	Response Section	0	Natural Resources Unit Lead	NRDA Committee
Response to NEPA Documents	X	X	0	0	X	0	0	0	
Settlement of Enforcement Cases with Orders or Penalties	X	X	0	0	Up To \$100,000	Up To \$25,000	Prevention Unit - \$10,000 Response Unit - \$25,000 Preparedness Unit - \$10,000	0	Signing Official
Spill Response/Emergency Clean Up Via OSRA	X	X	0	0	X	Up To \$100,000	0	0	
Vessel and Oil Handling Facility Contingency Plan Approvals	X	X	0	0	X	Preparedness Section	0	0	
Voluntary Vessel Spill Prevention Plan Approval	X	X	0	0	X	Prevention Section	0	0	

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<b>TOXICS CLEANUP PROGRAM</b>									
Act as SEPA Responsible Official	X	More than 1 Program	0	Regional Directors for More than 1 Program	More than 1 Section	Involving only 1 Section	0	0	
Act on Permit Fee Appeals	X	X	0	0	X	0	0	0	
Actions in Superior or Federal Court (such as consent decrees or injunctions)	X	X	0	0	X	0	0	0	
Concur or dissent on EPA Records of Decision	X	X	0	0	X	0	0	0	
Conduct Plan Review and Grant Approvals	X	X	0	0	X	X	0	0	
Consent Decrees Related To Program Activities	X	X	0	0	X	0	0	0	
Contracts To Conduct Emergency Cleanup Activities	X	X	0	0	Over \$100,000	Up To \$100,000	0	0	7
Enter Into Settlement Agreements or Provide Other Relief	X	X	0	0	Up To \$100,000	Up To \$25,000	Up To \$2,000 for UST Actions	UST Staff Up To \$2,000	Signing Official
Issue Administrative Orders (Agreed and Enforcement)	X	X	0	0	X	X	0	0	
Issue Civil Penalties (and companion orders)	X	X	0	0	X	Up To \$25,000	0	0	
Issue Field Citations	X	X	0	0	X	X	Up To \$2,000 for UST Actions	UST Staff Up To \$2,000	
Issue Licenses	X	X	0	0	X	X	0	0	
Issue Notices of Violations	X	X	0	0	X	X	0	0	
Issue Permits	X	X	0	0	X	X	0	0	
Issue, Repeal or Revise Rules	X	0	0	0	0	0	0	0	
Natural Resource Damage Assessments	X	X	0	0	X	0	0	0	
Response to NEPA documents	X	X	0	0	X	X	0	0	
Toxics Control Account (agreements with other state agencies)	X	X	0	0	X	X	0	0	-

**SIGNATURE AND AUTHORITY MATRIX**  
Managers of the Department of Ecology

Under the provisions of RCW 43.21A.090, the Director of Ecology may delegate the performance of his or her powers, duties, and functions, other than those relation to the adoption, amendment or rescission of rules and regulations, to employees of the department whenever that appears desirable to fulfill the purposes of the laws implemented by the department.  <b>Program Actions (II), (V)</b>	Director	Deputy Director	Administrative Services Director	Program "A" Managers (I)	Program Managers (IV)	Section Managers or Field Office Managers – includes Regional Business Administrators (VII), (VIII)	Unit Supervisors	Field and Enforcement Staff	Other Signatures/Approvals Required
<b>WASTE 2 RESOURCES PROGRAM</b>									
Act as SEPA Responsible Official	X	More than 1 Program	0	Regional Directors for More than 1 Program	More than 1 Section	Involving only 1 Section	0	0	
Act on Permit Fee Appeals	X	X	0	0	X	0	0	0	
Act on Permit Fee Appeals and Refund Requests	X	X	0	0	X	I.S. Manager	0	0	
Actions in Superior or Federal Court (such as consent decrees or injunctions)	X	X	0	0	X	0	0	0	
Approval or Disapproval of an Owner or Operator's Demonstration of Compliance with the Siting Standards, WAC 173-303-282 of the Dangerous Waste Rules	X	X	0	0	X	I.S. Manager	0	0	
Approve Facility Plans and Engineering Reports	X	X	0	0	X	I.S. Manager	0	0	10
Approve Plans and Specifications	X	X	0	0	X	I.S. Manager	0	0	
Conduct Plan Review and Grant Approvals	X	X	0	0	X	X	0	0	
Conduct Plan Review and Grant Approvals	X	X	0	0	X	I.S. Manager	0	0	
Consent Decrees Related To Program Activities	X	X	0	0	X	I.S. Manager	0	0	
Contracts To Conduct Emergency Cleanup Activities	X	X	0	0	Over \$100,000	I.S. Manager Up To \$100,000	0	0	7
Enter Into Settlement Agreements or Provide Other Relief	X	X	0	0	Up To \$100,000	Up To \$25,000	0	0	Signing Official
Grant and Deny Petitions Under WAC 173-303-910 of the Dangerous Waste Rules	X	X	0	0	X	I.S. Manager	0	0	
Issue 401 Water Quality Certifications	X	X	0	0	X	I.S. Manager	0	0	
Issue Administrative Orders	X	X	0	0	X	X	0	0	
Issue Civil Penalties (and companion orders)	X	X	0	0	X	Up To \$25,000	0	0	
Issue Licenses	X	X	0	0	X	X	0	0	
Issue Notices of Construction	X	X	0	0	X	I.S. Manager	0	0	
Issue Notices of Correction	X	X	0	0	X	X	X	X	
Issue Notices of Violations	X	X	0	0	X	X	0	0	
Issue NPDES Permits (Individual and General)	X	X	0	0	X	I.S. Manager	0	0	
Issue Permits	X	X	0	0	X	X	0	0	
Issue Prevention of Significant Deterioration and Air Operating Program Permits	X	X	0	0	X	I.S. Manager	0	0	
Issue Temporary/Portable Air Quality Authorizations	X	X	0	0	X	I.S. Manager	X	0	
Issue Underground Injection Control Permits	0	0	0	0	0	I.S. Manager	0	0	
Issue Waste Disposal Permits - State	X	X	0	0	X	I.S. Manager	0	0	
Issue water quality modifications / variances / certificates	X	X	0	0	X	I.S. Manager	0	0	
Issue, Repeal, or Revise Rules	X	0	0	0	0	0	0	0	
Issue, Modify or Deny Certification of Designation Under WAC 173-303-075 of the Dangerous Waste Rules	X	X	0	0	X	I.S. Manager	0	0	
Petitions	X	X	0	0	X	0	0	0	
Remedial Action, Coordinated Prevention, and Public Participation	X	X	0	0	X	0	0	0	
Request for Relief for Recycling Standards for State-Only Waste, WAC 173-303-500 of the Dangerous Waste Rules	X	X	0	0	X	I.S. Manager	0	0	
Response to NEPA documents	X	X	0	0	X	I.S. Manager	0	0	
Response to SEPA / NEPA documents	0	0	0	0	0	I.S. Manager	0	0	Appropriate Program Staff
Review of Local Permits	X	X	0	0	X	X	0	0	
Review and Approve Permit and Regulatory Variances	X	X	0	0	X	X	0	0	
Serve as SEPA Responsible Official for Temporary/Portable Air Quality Authorizations	X	X	0	0	X	I.S. Manager	0	0	
Water Quality Certificates	X	X	0	0	X	X	0	0	

**SIGNATURE AND AUTHORITY MATRIX**  
Managers of the Department of Ecology

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<b>WATER RESOURCES PROGRAM</b>									
Act as SEPA Responsible Official	X	More than 1 Program	0	Regional Directors for More than 1 Program	More than 1 Section	Involving only 1 Section	0	0	
Act on Permit Fee Appeals	X	X	0	0	X	0	0	0	
Actions in Superior or Federal Court (such as consent decrees or injunctions)	X	X	0	0	X	0	0	0	
Appoint of Water Masters	X	X	0	0	X	X	0	0	
Appoint Stream Patrolmen	X	X	0	0	X	X	0	Water Master	
Approve Emergency Seasonal Changes	X	X	0	0	X	X	0	0	
Approve Plans for Dam Construction or Modification	X	X	0	0	X	X	0	0	10
Approve Temporary Changes/Seasonal Changes	X	X	0	0	X	X	0	Water Master	
Conduct Plan Review and grant approvals	X	X	0	0	X	X	0	0	
Designate & Certify Ground Water Management Activities	X	X	0	0	X	0	0	0	
Enter Into Settlement Agreements or Provide Other Relief	X	X	0	0	Up To \$100,000	Up To \$25,000	0	0	Signing Official
Grant Water Rights	X	X	0	0	X	X	0	0	
Issue Administrative Orders	X	X	0	0	X	X	0	0	
Issue Civil Penalties (and companion orders)	X	X	0	0	X	Up To \$25,000	0	0	
Issue Dam Construction Permits	X	X	0	0	X	X	0	0	10
Issue Licenses	X	X	0	0	X	X	0	0	
Issue Notices of Violations/Notices of Correction	X	X	0	0	X	X	0	Water Master/ State Well Drilling Coordinator	
Issue Orders of Cancellation	X	X	0	0	X	X	0	0	
Issue Orders of Enforcement and Violation	X	X	0	0	X	X	0	0	
Issue Orders of Relinquishment	X	X	0	0	X	X	0	0	
Issue Permits	X	X	0	0	X	X	0	0	
Issue Surface & Ground Water Certificates	X	X	0	0	X	X	0	0	
Issue Well Drilling Licenses	X	X	0	0	X	Dam Safety & Wells	0	0	
Issue, Repeal, or Revise Rules	X	0	0	0	0	0	0	0	
Regulate Diversions	X	X	0	0	X	X	0	Water Master	
Take Action Under Emergency Drought Relief Legislation (1988)	X	X	0	0	X	X	0	0	

## SIGNATURE AND AUTHORITY MATRIX

Managers of the Department of Ecology

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<b>WATER QUALITY PROGRAM</b>									
Act as grants and loan decision officer	X	X	0	0	X	0	0	0	
Act as SEPA Responsible Official	X	More than 1 Program	0	Regional Directors for More than 1 Program	More than 1 Section	Involving only 1 Section	0	0	
Act on Permit Fee Appeals	X	X	0	0	X	0	0	0	
Actions in Superior or Federal Court, and Administrative Boards (such as consent decrees or injunctions)	X	X	0	0	X	Up to \$25,000	0	0	
Approve Local Pretreatment Program Submittals and Delegations	X	X	0	0	X	X	0	0	
Approve Facility Plans and Engineering Reports	X	X	0	0	X	X	0	0	10
Approve Plans and Specifications	X	X	0	0	X	X	0	0	
Approve Water & Sewer District General Comprehensive Plans	X	X	0	0	X	X	0	0	
Approve, Revoke, or Suspend Operator Certifications	X	X	0	0	X	0	0	0	
Enter Into Settlement Agreements or Provide Other Relief	X	X	0	0	Up To \$100,000	Up To \$25,000	0	0	Signing Official
Issue 401 Water Quality Certifications	X	X	0	0	X	X	0	0	
Issue Administrative Orders	X	X	0	0	X	X	0	0	
Issue Certificates of Necessity	X	X	0	0	X	X	0	0	
Issue Civil Penalties (and companion orders)	X	X	0	0	X	Up to \$25,000	0	0	
Issue Field Citations	X	X	0	0	X	X	X	Up To \$3,000	
Issue Grant and Loan Variances, Amendments, Extensions	X	X	0	0	X	X	0	0	
Issue Licenses	X	X	0	0	X	X	0	0	
Issue Notices of Violations	X	X	0	0	X	X	0	0	
Issue NPDES Permits (Individual and General)	X	X	0	0	X	X	0	0	
Issue Waste Disposal Permits - State	X	X	0	0	X	X	0	0	
Issue Wastewater Operator Certifications	X	X	0	0	0	0	0	0	WW Operator Certification Coordinator
Issue water quality modifications / variances / certificates	X	X	0	0	X	X	0	0	
Issue, Repeal, or Revise Rules	X	0	0	0	0	0	0	0	
Natural Resource Damage Assessments	X	X	0	0	X	0	0	0	
Response to NEPA documents	X	X	0	0	X	X	0	0	
SERP Actions	X	X	0	0	X	X	0	0	

## SIGNATURE AND AUTHORITY MATRIX

Managers of the Department of Ecology


<b>Other Signatures /Approvals Required</b>	
Human Resources	1
With Unit Supervisor Approval	2
Direct Supervisor or Above	3
Project Officer/Financial Manager	4
Program Budget Manager	5
Infrastructure & Operations Manager (ITSO)	6
Contracts & Purchasing	7
Governor	8
Prior Written Approval Required	9
Licensed Professional (including licensed hydrogeologist)	10
Administrative Services Director	11

**"X"** Means this position is authorized to take this action. Check the far right column for other signatures that may be required.

**"0"** Means that no authority is delegated in this area.

**No Ecology employee is authorized to take an action for something that is outside of their normal programmatic area of responsibility.**

- (I) Program "A" Managers: Directors of Governmental Relations, Communications, and Human Resources; Chief Information Officer (CIO); Chief Financial Officer (CFO); and Regional Directors.
- (II) For any item, when an "X" appears under more than one Ecology Managers column, it does not require that every manager must sign. Unless otherwise required, only one signature is necessary.
- (III) It is recommended this authority not be downward delegated. If delegated, responsibility for results resides with delegating supervisor.
- (IV) Ecology Special Assistants to the Director and the Office of the Columbia River Director have the same managerial and signature authority as a Program Manager.
- (V) No employee may approve a request for an employee who is organizationally above them. The only exception is the Director, who may submit requests such as leave and travel expenses to either the Deputy Director or the Chief Financial Officer.
- (VI) Additional limits may apply on a program-by-program basis, consistent with individual program guidance.
- (VII) I.S. Manager is the Industrial Section Manager in the Waste 2 Resources Program.
- (VIII) Regional Business Administrators (RBA) do not have programmatic responsibilities.

Approved:  \_\_\_\_\_ January 26, 2016  
Maia D. Bellon, Director