**Instructions for completing the**

**Weekly Debris Management Report (WDMR)\***

*The State of Louisiana Comprehensive Plan for Disaster Clean Up and Debris Management* mandates that vegetative debris intended for final disposal in a landfill shall be reduced fifty percent by volume and fifty percent by weight prior to transport to the landfill (See La. R.S. 30:2413.1).

In an effort to encourage recycling, the beneficial use of vegetative debris, and the efficient management of debris, the Department of Environmental Quality (LDEQ) will require all debris management sites to submit a Weekly Debris Management Report (WDMR). These weekly reports will indicate the volume and weight of debris received, processed, recycled, and finally disposed in a landfill.

Volumes and weights can be determined using the following methods:

1. **Debris Volume** (cubic yards) is the most common measure for the reporting of vegetative debris. If a scale is used to determine the debris weight, the following conversation factor can be used to convert tons to cubic yards:

Tons of debris X 6 = cubic yards of debris

Please use the same method to determine the weight of received, processed, and disposed debris.

1. **Truck Capacity** = length × width × height of the truck bed.
2. **Net Truck Volume** = Truck Capacity × % full (for a full truck load assume 1).

Other approved FEMA methods may be used. Please document on the form which method is used.

1. **Volume of Vegetative Debris Received** = Sum of all Net Truck Volumes.
2. **Volume of Vegetative Debris Processed (e.g. chipped, burned)** is the quantity of the vegetative debris **received** that was sent for processing.
3. **Volume of Vegetative Debris Recycled (e.g. used as fuel)** is the quantity of the vegetative debris **received** that was sent for beneficial use.
4. **Volume of Vegetative Debris sent to a Landfill for Final Disposal** is the quantity of the vegetative debris **received** that was sent to the landfill for final disposal.

**Fate of Material** indicates the end result of the initial material (e.g. ash was tilled into the soil, chips were sent to a landfill to be used as daily cover, and mulch was sold).

\*Please note that the Weekly Debris Management Report (WDMR) shall be submitted to the Department each week during operations until the emergency debris site is completely closed or de-activated and the final report has been submitted. The report must be true, accurate, and complete and must be signed and certified by a person duly authorized by the local governmental or state agency responsible for the emergency debris site. Failure to properly complete the report or submit an accurate report timely could subject the responsible party to possible enforcement action by the LDEQ.

**WEEKLY DEBRIS MANAGEMENT REPORT (WDMR)**

The State of Louisiana Comprehensive Plan for Disaster Clean Up and Debris Management mandates that vegetative debris intended for final disposal in a landfill shall be reduced fifty percent by volume and fifty percent by weight prior to transport to the landfill. (See La. R.S. 30:2413.1)

Please submit completed weekly debris management report (WDMR) form to the Louisiana Department of Environmental Quality each week, no later than Sunday, during operations until the debris site is completely closed and the final report has been submitted.

**PARISH: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SITE NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SITE LOCATION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**AGENCY INTEREST #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ CONTACT PERSON: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PLEASE CHECK ONE:**

🞏 **Initial Report** 🞏 **Weekly Report** 🞏 Weekly Report **no activity** this week 🞏 **Revised** Report for monitoring period listed below 🞏 **Final Report** site has closed operations

**MONITORING PERIOD** FROM \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| **VOLUME OF VEGETATIVE DEBRIS** | **VOLUME IN CYs** | **FATE OF MATERIAL** |
| Received **THIS WEEK** |  |  |
| Received TO-DATE |  |
| Processed **THIS WEEK** via *chipping* |  |  |
| Processed **THIS WEEK** via *burning* |  |
| Processed **THIS WEEK** via *other****\_\_\_\_\_\_\_\_\_\_\_\_\_\_*** |  |
| Processed TO-DATE via *chipping* |  |  |
| Processed TO-DATE via *burning* |  |
| Processed TO-DATE via *other****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*** |  |
| Recycle **THIS WEEK** |  |  |
| Recycle TO-DATE |  |
| Sent to landfill for final disposal **THIS WEEK** |  | Name of Landfill |
| Sent to landfill for final disposal TO-DATE |  |

|  |
| --- |
| **I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Name/Title of Responsible Party Typed or Printed Signature Date**  **Submit completed Weekly Debris Management Reports (WDMRs) via fax to 225.325.8210 or via email to** [**deqdebrisreduction@la.gov**](mailto:deqdebrisreduction@la.gov). S**end questions via email to** [**deqdebrisrequest@la.gov**](mailto:deqdebrisrequest@la.gov) **or call 225-364-7901.** |