



LUC Tracker Overview

What is the LUC Tracker?

The LUC Tracker is a NIRIS application used to track land use control (LUC) information, notify stakeholders when inspections are due, track the status and completion of these inspections, and provide a search tool for data mining and information retrieval. LUC information is available directly from the LUC Tracker and can also be accessed via WebGIS maps that contain a LUC layer. The LUC Tracker is made up of the following four business processes:

- **Data Entry** – for creating new LUCs and reviewing or updating existing LUCs;
- **Inspection Maintenance** – for all inspection-related activities:
 - notifying stakeholders when inspections are due;
 - accessing inspection templates and maps;
 - entering inspection results and creating reports;
 - tracking deficiencies noted and corrective action taken;
 - notifying appropriate parties of non-compliance; and
 - certifying compliance.
- **Documentation** – for uploading LUC-specific documents such as LUC Implementation Plans; and
- **Data Retrieval** – for searching all installation specific LUC-related information, such as inspection results, types and frequencies of violations, and contaminants driving the LUCs.

Who Manages The Data?

While the remedial project managers (RPMs) are responsible for managing LUC information in the LUC Tracker, they can obtain direct support from their NIRIS Regional Data Manager (RDM) or designated NIRIS Regional lead or workgroup member.

All individuals using the LUC Tracker must have access to NIRIS and have specific privileges for the specialized tasks in the application. Users must contact their RDM (through the NIRIS provisioning request form) to obtain access to the LUC Tracker. As with most NIRIS modules, privileges are granted for a specific installation. The following privileges and actions are available for the LUC Tracker:

- **Enter-Edit** - enter and edit LUC information: sites, drivers, restrictions, and controls
- **View** - view and inspect controls
- **Upload** - upload supporting files to a LUC entry, such as a survey map or LUC or Remedial Action (RA) work plan (WP) excerpt

- **Manage** - manage LUC contacts for an installation, such as the Monitor or Enforcer

LUC Input

The following text provides general definitions and examples of LUC input data. Additional information is available in the LUC Tracker User Guide (see link under *Additional Information*).

Controlled Areas

The LUC Tracker application manages data based on installation specific Controlled Areas (CAs) that contain the drivers, restrictions, and controls that make up a complete description. A CA can be loosely defined as an impacted area with defined boundaries on which Environmental Restoration (ER) work has been performed. This area can encompass one or many ER sites and be encapsulated within solid waste management unit (SWMU), operable unit (OU), area of concern (AOC), Exposure Unit, Deed Parcel, or other boundary definition.

Drivers

Drivers are the main factors requiring LUCs and the need to enter a LUC Tracker record. These items can consist of both chemical and physical hazards and may be assigned as top-level categories or individual drivers. Some examples of driver entries are: benzene, chlorinated VOCs, or metals.

Restrictions and Controls

Restrictions are the actions that have been implemented in response to the drivers to prevent exposure or protect a remedy. Controls are the mechanisms for implementing the restrictions and also trigger the automatic inspection notification feature of the LUC Tracker.

An example entry could be a groundwater restriction controlled by annual certification, deed restriction, and local permit.

Points of Contact

Users with *Manage* privileges can assign points of contact to a CA. Only users with NIRIS access can be assigned as a Point of Contact. The following Points of Contact are available:

- **Budget** - person responsible for ensuring funds are available for monitoring
- **Certifier** - person who signs the annual LUC compliance certification and/or LUC monitoring report
- **Emergency** - person to be notified when LUCs are breached/ violated or other emergencies
- **Enforcer** - State and/or federal regulator
- **Monitor (RPM)** - person responsible for ensuring that LUCs are monitored and complied with

- **Public** - person responsible for ensuring public is informed of LUCs, especially for property that no longer belongs to the government
- **Report Preparation** - person responsible for preparing the LUC inspection report (typically, a contractor)
- **Report Recipient** - person who receives the LUC inspection report (typically, the RPM)

In most instances, the RPM or ER Manager will likely fill multiple roles.

Inspecting Land Use Controls

Adding Controls to a LUC definition creates entries in the calendar and scheduling feature of the LUC Tracker.

Controls are entered with a Start Date, Duration, and Inspection Frequency that trigger the automatic notification functionality. The notifications gather all controls that require an inspection within a specific installation and generate a monthly email to the assigned Monitor for items that are to be inspected in the coming month. Upon logging into the system, the Monitor then assigns the Inspection Task to a NIRIS user with access to the specific installation as an Inspector.

The Inspector is then required to complete an online form to close out the inspection task and may also attach a PDF containing specific inspection information. Violations can be documented in the inspection form to track corrective action(s) to completion.

LUC Output

Searching for Data

All data in LUC Tracker is available from the Report Query link and is accessed through a series of dropdown fields used to easily find information. Some examples of LUC Tracker Reports from using the Report Query link are:

- Metals contamination at Barbers Point, Hawaii
- Exposure Barrier controls, Great Lakes
- Inspection Frequency of all controls in Key West
- Inspection with violations, everywhere
- Unsafe buildings, New York NS

Where else is this data used?

Besides the Report Query tool, the LUC Tracker data is currently shared with the NIRIS Web GIS and DoD's Knowledge Base Corporate Reporting System (KBCRS).

The Web GIS maps allow a user to click on a CA area to view the CA name, affected ER sites, drivers, restrictions, controls, attached documents, and latest inspections. This functionality is only available to maps that have a LUC layer in NIRIS.

The KBCRS is maintained by the Department of Defense. This resource is the authoritative system of record for environmental

program data and uses the LUC Tracker as the single source of Naval Facilities Engineering Command's (NAVFAC) LUC data.

LUC Enhancements

New Features

Now that the LUC Tracker is being used across NAVFAC, valuable feedback, in the form of suggestions, and feature requests, were captured and made available in this latest version (January 2012). Some of the most important new features are listed below:

- General data input screen and navigation improvements
- Ability to assign restrictions and controls to multiple sites in the same controlled area
- Ability to remove data by authorized users
- Notification emails to contain detailed information and a link to the inspection task list
- Ability to maintain separate RPMs within the same installation. Useful for split BRAC/ER,N or Joint Basing locations.
- Cleanup of valid value restriction and control choices
- Support for alternative durations such as 5 Year Review, Biennial, or Until Regulatory Release
- Support of multiple Points of Contacts per role (Monitor, Enforcer, etc.)
- Improved inspection questionnaire to support NAVFAC-wide or regional requirements

Additional Information

Help, Questions, Comments

Technical and general support may be obtained by clicking the Support link from the main NIRIS portal:

<http://go.usa.gov/g5r>

Detailed instructions for LUC Tracker can be found in the LUC Tracker User Guide located at the following link:

<http://go.usa.gov/gIM>