



State of California – Natural Resources Agency
DEPARTMENT OF FISH AND WILDLIFE
Director's Office
1416 Ninth Street, 12th Floor
Sacramento, CA 95814
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EDMUND G. BROWN JR., Governor
CHARLTON H. BONHAM, Director



July 2, 2013

Dear COFR Applicant:

The Office of Spill Prevention and Response (OSPR) is currently processing a backlog of Non-Tank Certificate of Financial Responsibility (COFR) applications due to a seasonal high rate of submissions and an unexpected shortage of financial analysts.

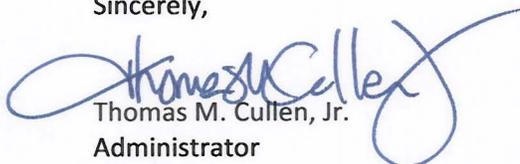
We recognize the inconvenience that this causes for shipping companies and ask for your patience while we work through the backlog which has resulted in processing times that exceed our target of 21 days. We have redirected and augmented staff resources and streamlined some procedures. I am working with the business management section of the Department of Fish & Wildlife to rectify the situation by summer's end.

In the meantime, we remind applicants to be aware of the following items when submitting applications to assist us in the faster processing of your package:

1. Ensure applications include the following:
 - a. Complete application with all necessary information provided
 - b. Appropriate documentation of insurance or financial responsibility
 - c. Appropriate fee – Please note that a copy of a request for a wire transfer or check does not equate to actual payment of fee. A wire transfer receipt or check is necessary.
2. Submit applications with all necessary documents at least 10 days prior to entering California waters as required under California Code of Regulations, Title 14, Section 791.6. Applicants requesting COFRs in under 10 days (aka "expedites") will be served with penalties.
3. Understand that, when submitting a Contingency Plan, COFRs must be submitted for the vessels that will enter California waters; however, the COFR can be "in process" and does not have to actually have been issued for the plan to be approved. The COFR and Contingency Plan teams communicate regularly regarding COFR status as it relates to the approval and compliance of a plan. *Remember -- Preliminary Contingency Plan approval and a valid COFR is required before entering California waters.*
4. Recognize that each time a special request is made to "expedite" an application, that request "jumps" the queue and pushes the processing of the other applications that are pending further behind. We understand that there situations that require expedited processing, but this should be an exception not the rule.

Again, thank you for your patience. We look forward to renewing the quality of service industry has come to expect and deserve.

Sincerely,


Thomas M. Cullen, Jr.
Administrator

Conserving California's Wildlife Since 1870