

## Instructions for Accessing Cleanup Site Reports Online Using Geotracker

To find information about cleanup sites that are listed in the Geotracker database, please go to the [Geotracker](http://geotracker.waterboards.ca.gov) web page (<http://geotracker.waterboards.ca.gov>) and at the upper left under “TOOLS” click on “Advanced Search.”

When using the “Advanced Search” it is best to enter less rather than more search criteria since whatever you enter will have to find an exact match in our database. For example, often the same street address can be presented in different ways. If you were to search for the complete street number, with full street name, you may not find an exact match even though the site you are looking for is listed in Geotracker (e.g. 101 East Main St. vs. 101 Main Street E.). If you already have the Global ID or Case #, that’s all you need to search for. Otherwise, try entering the street number and the city (if city doesn’t work, try entering the county instead).

If you already know the Global ID is “T0606700068” but you don’t know what type of cleanup site it is, on the “Advanced Search” page you would enter “T0606700068” (w/o quotes) in the “CASE ID / GLOBAL ID” box and leave the other boxes empty. Select all “SITE / FACILITY TYPE(S)” except “Permitted Underground Storage Tank (UST) Facilities” and click on the orange “Search” button. If your search is successful, click on “REPORT”. On the “REPORT” page you will see who the “Cleanup Oversight Agencies” are, the case number(s), and frequently the actual caseworker’s name is provided, (which if clicked on will usually provide their contact info). The “lead agency” is responsible for that cleanup case and has the most current case information. Contact the lead agency to answer your questions about that cleanup case.

If you do not know the Global ID or Case number but you know the site you are looking for is a Leaking Underground Storage Tank (LUST) site, located at 2900 Watt Ave in Sacramento, here is the suggested search criteria:

CASE ID / GLOBAL ID: Leave Blank  
SITE / FACILITY NAME: Leave Blank  
ADDRESS (OR PARTIAL ADDRESS): 2900  
CITY: Sacramento (leave blank if you are doing the search again using the COUNTY name)  
ZIP: Leave Blank  
COUNTY: Leave Blank (unless CITY didn’t work)

To limit the number of “hits” and since you already know you are searching for a LUST site, under “SITE / FACILITY TYPE(S)” select only “Leaking Underground Storage Tank (LUST) Cleanup Sites”. Click on the orange “Search” button. If the site you are looking for shows up in the search results, click on “REPORT” and proceed as described above.

If your search is unsuccessful you can broaden your search. For example, to view a list of all LUST sites in a city, just enter the city name. Or, to view all LUST sites on Watt Avenue in Sacramento try entering “Watt” for ADDRESS (OR PARTIAL ADDRESS) and “Sacramento” for the CITY (both w/o the quotes).

What if the lead agency contact info is not provided on the “REPORT” page?

1. If the lead agency is a Regional Water Quality Control Board, their main office numbers are listed at [http://www.waterboards.ca.gov/about\\_us/contact\\_us/docs/rwqcbcs\\_directory.pdf](http://www.waterboards.ca.gov/about_us/contact_us/docs/rwqcbcs_directory.pdf).
2. If the lead agency is a local agency, Local Oversight Program (LOP), contact info can be obtained at <http://www.waterboards.ca.gov/ust/contacts/lop.shtml> (if an LOP agency has multiple contacts listed, contact the person with the asterisk).
3. If the lead agency is a local agency that is not designated as an “LOP” you can look up their contact info at <http://www.waterboards.ca.gov/ust/contacts/docs/cupa.xls> .

If you have further questions about how to search for sites in Geotracker, please contact the Geotracker Help Desk at (866) 480-1028 or e-mail at [geotracker@waterboards.ca.gov](mailto:geotracker@waterboards.ca.gov)