



**DEQ POLICY MEMORANDUM  
PM10-03**

**POLICY ON REVIEWING A REQUEST FOR INSTITUTION WITH SENSITIVE POPULATION STATUS FOR THE CRB PROGRAM**

**PURPOSE:**

The crop residue burning program requires DEQ to ensure smoke from authorized burns does not adversely impact institutions with sensitive populations, including public schools while in session; hospitals; residential health care facilities for children, the elderly or infirm; and other institutions with sensitive populations as approved by the Department. The purpose of this policy is to establish how institutions in this last category of “other institutions” can request the sensitive populations status and how DEQ will evaluate and approve the request. This policy does not require public schools while in session; hospitals; and residential health care facilities for children, the elderly, or infirm to follow this policy as they are already considered institutions with sensitive populations as defined in IDAPA 58.01.01.621.01.f.

The policy identifies the following:

- Process an institution should follow to request to become an institution with sensitive populations for the CRB program
- Criteria DEQ will use to evaluate the request
- Process that DEQ will use to notify the requestor of the final determination

**STATEMENT OF POLICY:**

**Process for Request:**

An institution should send the request to the Smoke Management Program Supervisor at the DEQ State Office in Boise, Idaho. The following methods are acceptable:

- Email: [mark.boyle@deq.idaho.gov](mailto:mark.boyle@deq.idaho.gov)
- Fax: 208-373-0340  
Attention: Smoke Management Program Coordinator, Air Quality Division
- Mail: Idaho Department of Environmental Quality  
Air Quality Division  
Attention: Smoke Management Program Coordinator  
1410 N. Hilton  
Boise, ID 83706

**Evaluation Criteria:**

DEQ will use the following criteria when reviewing a request from an institution.

- Institution is defined as a building which has the specific purpose to house a population that is considered to be sensitive to air pollution.
  
- Populations that are considered to be sensitive to air pollution include:
  - Individuals with asthma and other respiratory diseases
  - Individuals with cardiovascular disease
  - The elderly
  - Children

**Notification of Determination:**

DEQ will respond to the requesting institution with the final determination within 2 weeks of receipt. If the request is denied, the notification will include the reasons for the denial.

**IMPLEMENTATION:**

This policy shall be effective immediately.

Dated: July 12, 2022



Jess Byrne  
Director