



Hazardous Materials Business Plan

HMBP 101

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Alonso Mejia – Orange County CUPA

Minh Le – Los Angeles City Fire CUPA

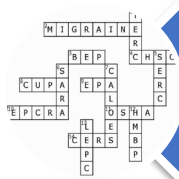




History of the HMBP Program



What is a hazardous material?



HMBP Program Requirements



CERS Submittal



Poll Question #1 of 2 – Multiple Choice

What is your background?

- a) Regulator
- b) Industry
- c) Consultant
- d) Other



Poll Question #2 of 2 – Multiple Choice

- How many years of experience do you have with the hazardous materials program?
 - a) Less than 1
 - b) 1-3
 - c) 3-5
 - d) More than 5







**Of the
Hazardous
Materials
Business Plan
HMBP**



Across

- 2. WHAT YOU GET FROM ALL THESE ACRONYMS
- 3. BUSINESS EMERGENCY PLAN
- 4. CALIFORNIA HEALTH AND SAFETY CODE
- 8. CERTIFIED UNIFIED PROGRAM AGENCIES
- 9. ENVIRONMENTAL PROTECTION AGENCY
- 10. EMERGENCY PLANNING AND COMMUNITY RIGHT TO KNOW ACT
- 11. OCCUPATIONAL HEALTH AND SAFETY ADMINISTRATION
- 14. CALIFORNIA ENVIRONMENTAL REPORTING SYSTEM

Down

- 1. TRIBAL EMERGENCY RESPONSE COMMISSION
- 5. STATE EMERGENCY RESPONSE COMMISSION
- 6. SUPERFUND AMENDMENTS AND RE AUTHORIZATION ACT
- 7. CALIFORNIA OFFICE OF EMERGENCY SERVICES
- 12. HAZARDOUS MATERIALS BUSINESS PLAN
- 13. LOCAL EMERGENCY PLANNING COMMITTEE



A crossword puzzle grid with the following words filled in:

- Across 2: M I G R A I N E
- Across 3: B E P
- Across 4: C H S C
- Across 8: C U P A
- Across 9: E P A
- Across 10: E P C R A
- Across 11: O S H A
- Across 14: C E R S
- Down 1: T
- Down 5: R
- Down 6: S
- Down 7: C
- Down 12: E
- Down 13: L
- Down 14: C

Two large red question marks are placed on the grid to indicate missing words: one at the top left and one at the bottom right.

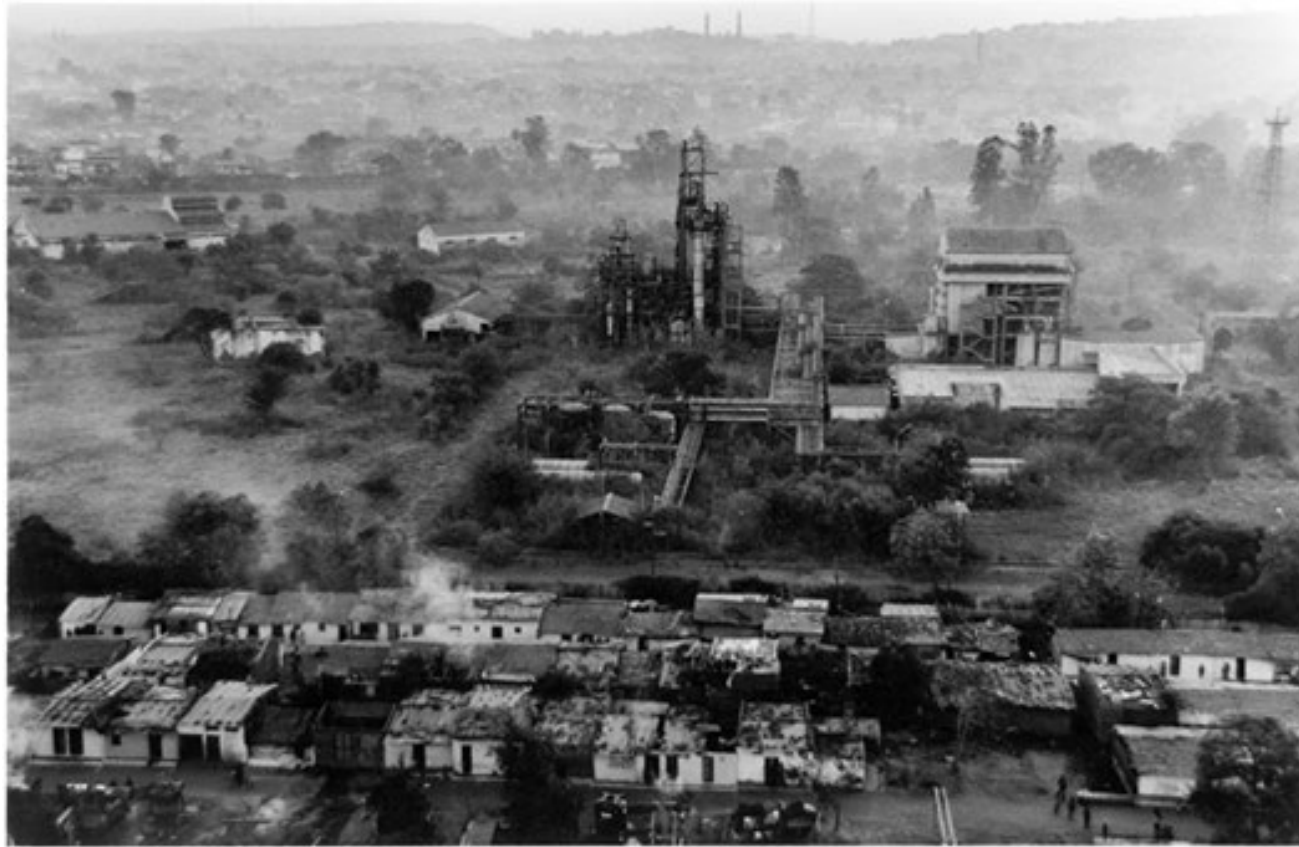


Bhopal India

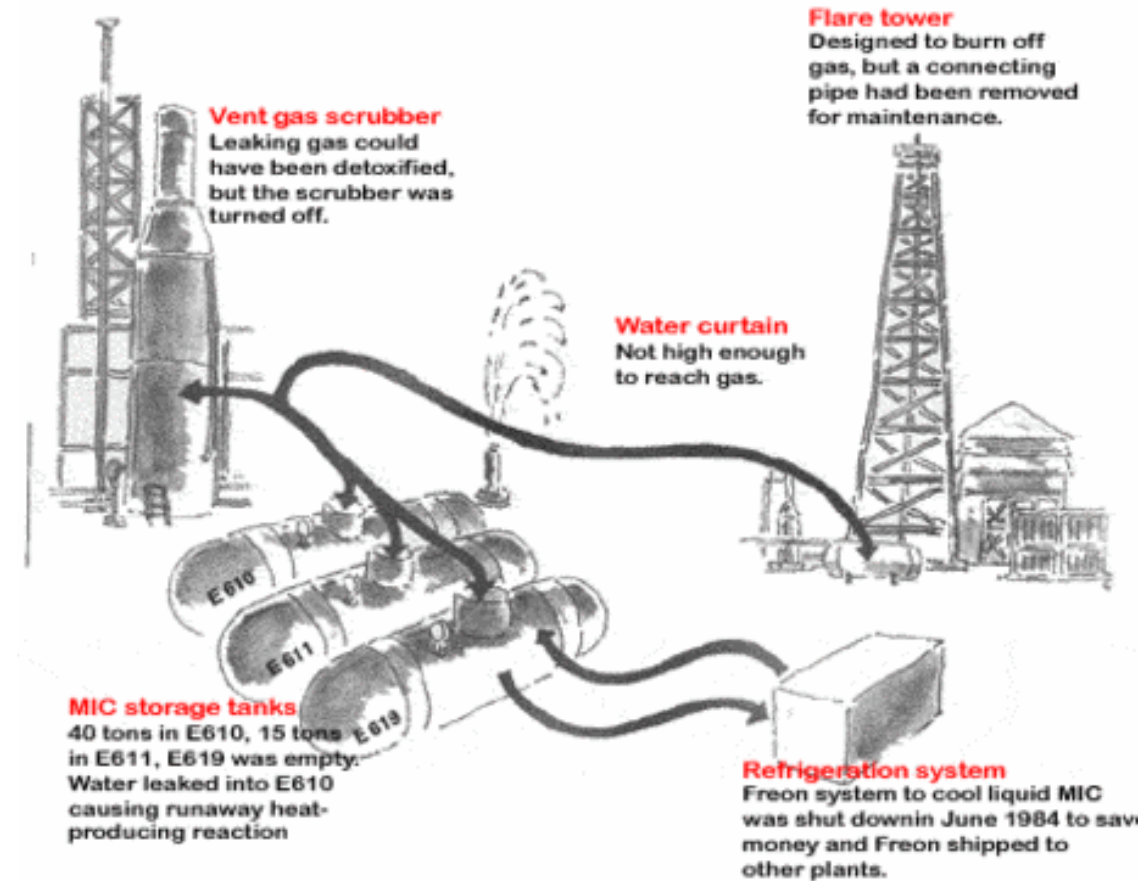
December 2nd, 1984

- 45 TONS of MIC (Methyl Isocyanate Gas) released at the Union Carbide Plant
- Over 500,000 people exposed
- Death toll estimated at 20,000





MULTIPLE FAILURES



TOXIC CLOUD LEAKS AT CARBIDE PLANT IN WEST VIRGINIA

August 12th, 1985

- Cloud of toxic chemicals released
- 135 people treated
- 28 people admitted to the hospital



October 1986

EPCRA is signed into law

Emergency Planning and Community Right-To-Know Act



3 PARTS

- Emergency Planning
- Release Notification
- Inventory Disclosure

Across

- 2. WHAT YOU GET FROM ALL THESE ACRONYMS
- 3. BUSINESS EMERGENCY PLAN
- 4. CALIFORNIA HEALTH AND SAFETY CODE AGENCIES
- 9. ENVIRONMENTAL PROTECTION AGENCY
- 10. EMERGENCY PLANNING AND COMMUNITY RIGHT TO KNOW ACT
- 11. OCCUPATIONAL HEALTH AND SAFETY ADMINISTRATION
- 14. CALIFORNIA ENVIRONMENTAL REPORTING SYSTEM

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- 13. LOCAL EMERGENCY PLANNING COMMITTEE

1 T

2 M I G R A I N E

3 B E P

4 C H S C

5 R

6 S

7 C

8 C U P A

9 E P A

10 E P C R A

11 O S H A

12 E

13 L

14 C E R S

15 P

16 C

EPCRA & SARA

Requires states to implement hazardous material emergency planning and inventory disclosure

SERC & TERC

Each state has to designate a Emergency Response Commission

CHSC & BEP

To comply with EPCRA California writes CH 6.95 of the CHSC

CAL OES

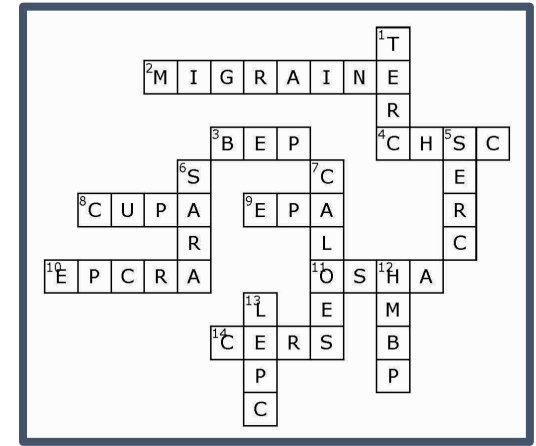
CAL OES is the state SERC established and oversees the UPAs & LEPC

LEPC & CUPA

6 LEPCs and 83 UPAs are created to enforce the HSC

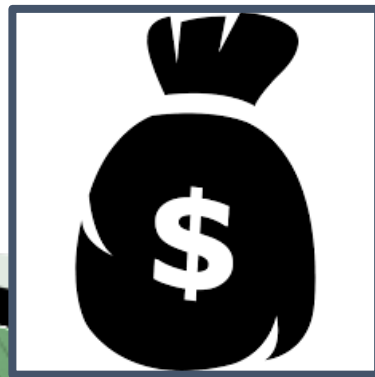
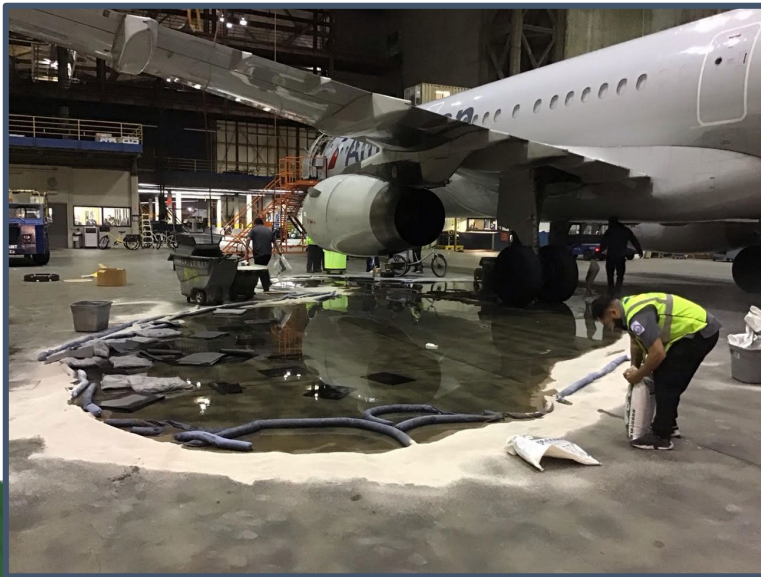
CERS & HMBP

Created by the state to comply EPCRA





WIFM







H A Z A R D O U S M A T E R I A L S B U S I N E S S P L A N



FEDS

STATE

LOCAL



EPCRA



CHSC Chapter 6.95

CCR, Title 19, Div. 2



**LOCAL
ORDINANCES**
 **Vary by
Agency**

H M B P AZARDOUS ATERIALS USINESS LAN

1. BUSINESS ACTIVITIES

1. OWNER / OPERATOR IDENTIFICATION

1. CHEMICAL INVENTORY

1. SITE MAP

1. EMERGENCY RESPONSE PLAN

1. EMPLOYEE TRAINING PLAN



ELECTRONIC REPORTING

- **Assembly Bill 2286** - effective January 1, 2009 –All Unified Program regulated businesses must electronically submit to the UPA through **CERS or a local UPA portal**.
- **Assembly Bill 1429** - changes the required reporting frequency for hazardous materials handlers.
 - Starting January 1, 2020:
 - **Handlers NOT subject to EPCRA and APSA**
 - Must annually certify (HSC §25508.2)
 - Submit their business plan every three years (HSC §25508 (a)(1)(C))
 - **Handlers subject to EPCRA or APSA**
 - Must submit a complete business plan annually

Initial

- Submit within 30 day of reaching threshold. Check with your UPA if advanced notification is required.
- 30 days to correct deficient or “declined” submission.

Annual

- UPA may set a date.
- It could be your first annual submission.
- Or, March 1st.

Change

1. 100% increase.
2. New material over threshold
3. Address, owner, or name change.
4. Substantial change.



HAZARDOUS MATERIALS

- **“Handle” - To use, generate, process, produce, package, treat, store, emit, discharge, or dispose of a hazardous material in any fashion.**
- **“Hazardous Material” - A material...because of its quantity, concentration, or physical or chemical characteristics, poses a significant present or potential hazard to human health and safety or to the environment if released into the workplace or the environment...**

HSC 25501 (l)&(m)



Considered Hazardous if.....

HSC 25502(n)(2)

- **Safety Data Sheet (SDS)** - Hazardous Substances Information and Training Act



- **Hazardous Waste - HSC** 25115, 25117, and 25316.

- **DOT Regulated - Title 49 CFR**



- **Federal, State or Local Listed Substance** - Title 10 CFR, Title 8 CCR or material adopted into ordinance by the local unified program agency.



SAFETY DATA SHEETS

Section 2. Hazards identification

OSHA/HCS status : This material is considered hazardous by the OSHA (29 CFR 1910.1200).

Classification of the substance or mixture : **FLAMMABLE GASES - Category 1**
GASES UNDER PRESSURE - Liquefied gas

GHS label elements

Hazard pictograms :



NEW Categories (New CERS Data Fields 216f-216cc)	
PHYSICAL	HEALTH HAZARD
Flammable (gases, aerosols, liquids, or solids)	Carcinogenicity
Gas under pressure (compressed gas)	Acute toxicity (any route of exposure)
Explosive	Reproductive toxicity
Self-heating	Skin corrosion or irritation
Pyrophoric (liquid or solid)	Respiratory or skin sensitization
Oxidizer (liquid, solid or gas)	Serious eye damage or eye irritation
Organic peroxide	Specific target organ toxicity (single or repeated exposure)
Self-reactive	Aspiration Hazard
Pyrophoric gas	Germ cell mutagenicity
Corrosive to metal	Simple asphyxiant
In contact with water emits flammable gas	Hazard Not Otherwise Classified (HNOC)
Combustible dust	
Hazard Not Otherwise Classified (HNOC)	



IT'S HAZARDOUS IF...



HAZARDOUS WASTE

STATE AND FEDERAL LAW PROHIBITS IMPROPER DISPOSAL. IF FOUND, CONTACT THE NEAREST POLICE OR PUBLIC SAFETY AUTHORITY OR THE U.S. ENVIRONMENTAL PROTECTION AGENCY OR THE CALIFORNIA DEPARTMENT OF TOXIC SUBSTANCES CONTROL.

GENERATOR INFORMATION:

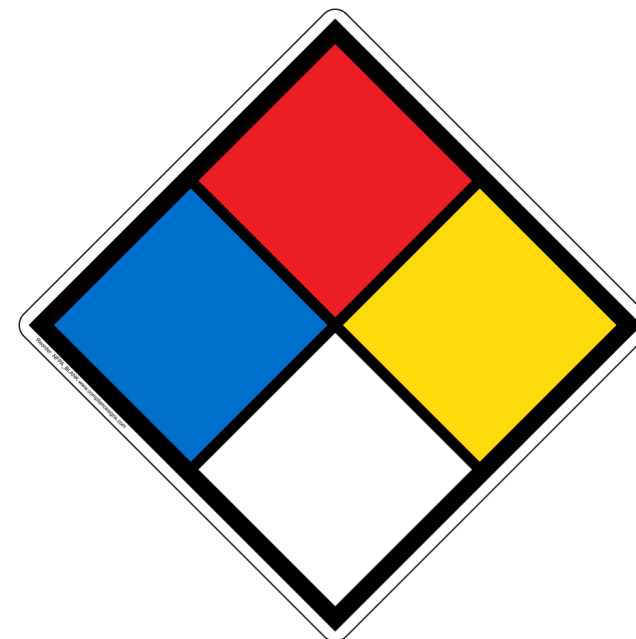
NAME _____ PHONE _____
ADDRESS _____ CITY _____ STATE _____ ZIP _____
MANIFEST TRACKING NO. _____ EPA ID NO. _____
SPN WASTE NO. _____ OR TRKTS NO. _____ ACCUMULATION START DATE _____
CONTENTS COMPOSITION _____

PHYSICAL STATE: SOLID LIQUID GASEOUS SLURRY
HAZARDOUS PROPERTIES: CORROSIVE REACTIVITY OTHER _____
 FLAMMABLE TOXIC

UN OR NA NO. WITH PREFIX

HANDLE WITH CARE!
CONTAINS HAZARDOUS OR TOXIC WASTES

www.nrc.com



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**“HAZARDOUS
MATERIAL”**

SDS, DOT, Hazardous
Waste, Federal, State, Local
Listed

“HANDLES”

use, generate, process,
produce, package, treat,
store, emit, discharge, or
dispose

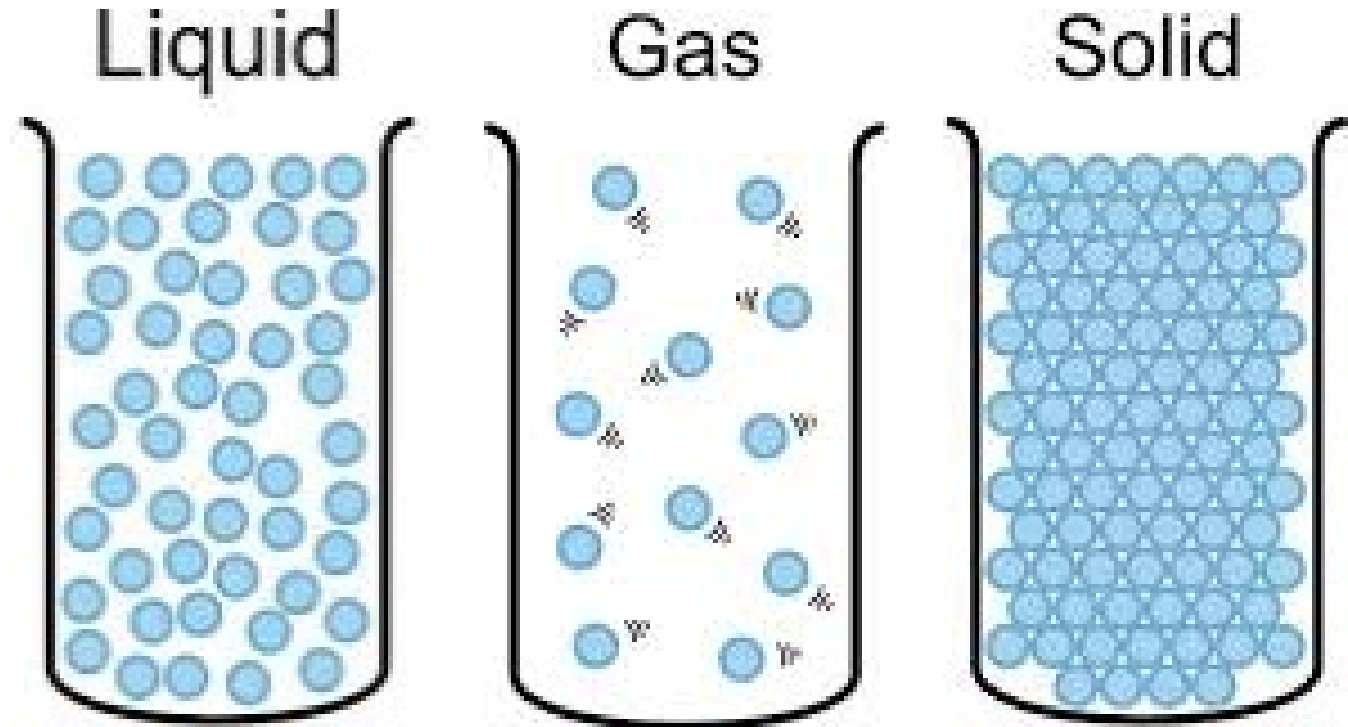
**REPORTABLE
AMOUNT**

HSC 25507

Physical states

... if a hazardous material or mixture is determined to exceed threshold quantities at standard temperature and pressure, it shall be reported in the physical state at which it is stored.

HSC 25507(a)(1)(B)



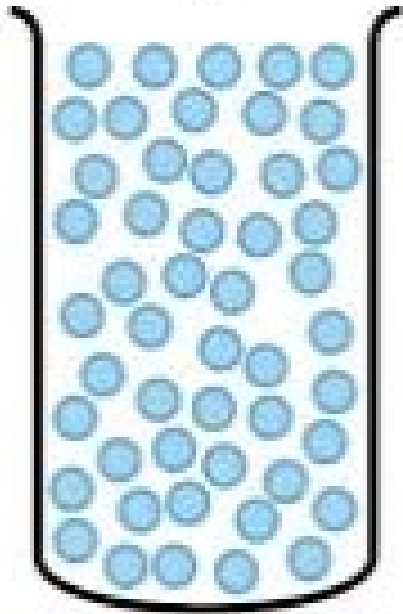
55
GALLONS

200
CUBIC
FEET

500
POUNDS



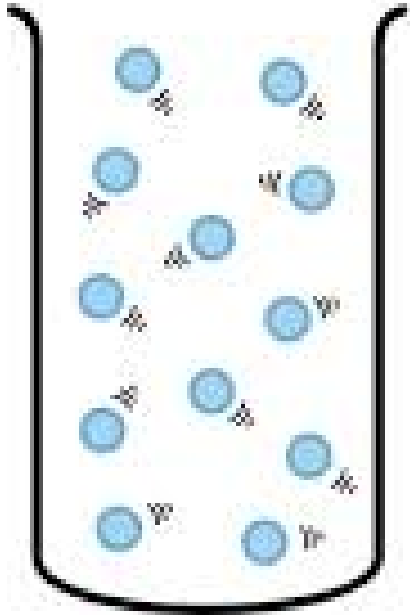
Liquid



55 GALLONS



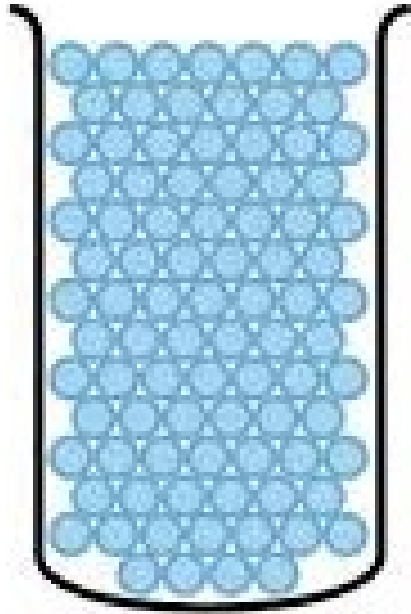
Gas



**200
CUBIC FEET**



Solid



500 POUNDS



Basic Exemption Examples

Under Standard Reporting Thresholds

HSC 25507(a)(1),(3),(8)

- Federally Listed Hazardous Materials
- Combustible Metals

Over Standard Reporting Thresholds

HSC 25507(a)(4)

- Recycled Paint
- Irritants
- Simple Asphyxiants
- Medical Gases
- CO2
- Non Flammable Refrigerant Gases
- Closed System Fire Suppression Gases

Conditionally Exempt Materials

HSC 25507(b)

- Retail
- Non Flammable Refrigerant Gases used for comfort or server cooling
- Hydraulic Systems (less than 1320 gallons)
- Oil Filled Electrical equipment not contiguous to a electric facility (less than 1320 gallons)



HSC 25507

Quick Reference Guide

Standard Reporting Thresholds - HSC 25507(a)(1)(A)	
SOLIDS - 500 pounds	EXAMPLES - Dry Chemicals, Fertilizers, Battery Solids, Metal Dusts, Fines and Turnings, etc..
LIQUIDS - 55 gallons	EXAMPLES - Fuels, Oils, Waste Oils, Solvents, Hydrocarbons, Lead Acid Batteries, etc..
GASES - 200 cubic feet	EXAMPLES - Propane, CO2, Medical gases, Welding gases, Cryogenic gases, refrigerant gases, etc..
Conditionally Exempt Materials - HSC 25507(b)	
Retail - HSC 25507(b)(5)	Not Considered Retail HSC 25507(b)(5)
<ul style="list-style-type: none"> Solids, Liquids & Gases Contained in consumer product for sale directly to the public 	<ul style="list-style-type: none"> Wholesale Packaged or dispensed on site Exchanges (Propane/Pool Chem)
Lubricating Oil HSC 25507(b)(3)	Must be HSC 25507(b)(4)
<ul style="list-style-type: none"> Up to 5 - 55 gallon drums of different weights Hydraulic System & Oil Filled Electrical Equipment if...	<ul style="list-style-type: none"> Less than 1320 gallons No SPCC plan required Not contiguous to electric facility
Non Flammable Refrigerant Gas	Propane - 500 gal HSC 25507(b)(6)
<ul style="list-style-type: none"> Comfort Cooling HSC 25507(b)(1) Computer Cooling Compress Air Cylinders Emergency responders only 	<ul style="list-style-type: none"> Used solely for; <ul style="list-style-type: none"> Cooking food Heating employee areas Heating water



Over Standard Reporting Threshold - HSC 25507(a)(4)	
Paint - 10000 lbs 25507(a)(4)(B)	Irritant Only - 5000 lbs 25507(a)(4)(A)
<ul style="list-style-type: none"> Only if recycled 	<ul style="list-style-type: none"> Must have no other hazard
Paint - 1000 gal 25507(a)(4)(B)	Irritant Only - 550 gal 25507(a)(4)(A)
<ul style="list-style-type: none"> Only if recycled 	<ul style="list-style-type: none"> Must have no other hazard
Types / Uses - 1000 cuft 25507(a)(5)	Systems - 1000 cuft 25507(a)(5)
<ul style="list-style-type: none"> Simple Asphyxiants <ul style="list-style-type: none"> Nitrogen, Argon, Helium, etc... Medical Gases <ul style="list-style-type: none"> Oxygen, nitrogen, etc... <ul style="list-style-type: none"> Only if used by Medical Provider Carbon Dioxide (CO2) 	<ul style="list-style-type: none"> Non Flammable Refrigerant <ul style="list-style-type: none"> Excludes comfort and server room cooling Closed System Fire Suppression Gases <ul style="list-style-type: none"> FM200, CO2, Halon...
Under Standard Reporting Threshold - HSC 25507(a)(1),(3),(8)	
Extremely Hazardous Substances (EHS) - 25507(a)(3)	Combustible Metals - 25507(a)(8)
<ul style="list-style-type: none"> Exceeds the Threshold Planning Quantity (TPQ) if the TPQ is less than 500 lbs 	<ul style="list-style-type: none"> Pyrophoric - any amount <ul style="list-style-type: none"> Stored in some Labs Combustible dust, flammable solid, or magnesium - 100 lbs
Radioactive Material - 25507(a)(6)	
<ul style="list-style-type: none"> Quantities requiring emergency plan per Title 10 	
NONE - EHS liquids shall be listed in pounds 25507(a)(1)(B)	
NONE - EHS gases shall be listed in pounds 25507(a)(1)(B)	



jason.parker@lacity.org



HM 201

shout out

Time and Place

- Tuesday 3/21/23
- 1 PM
- GOLD KEY I/II Room

TOPICS COVERED

- Detailed Overview of Exemptions
- Mixture Reporting
- Trade Secret
- Changes to the HMBP Program



**IS ANYONE EVER
GOING TO LOOK AT
THIS?**

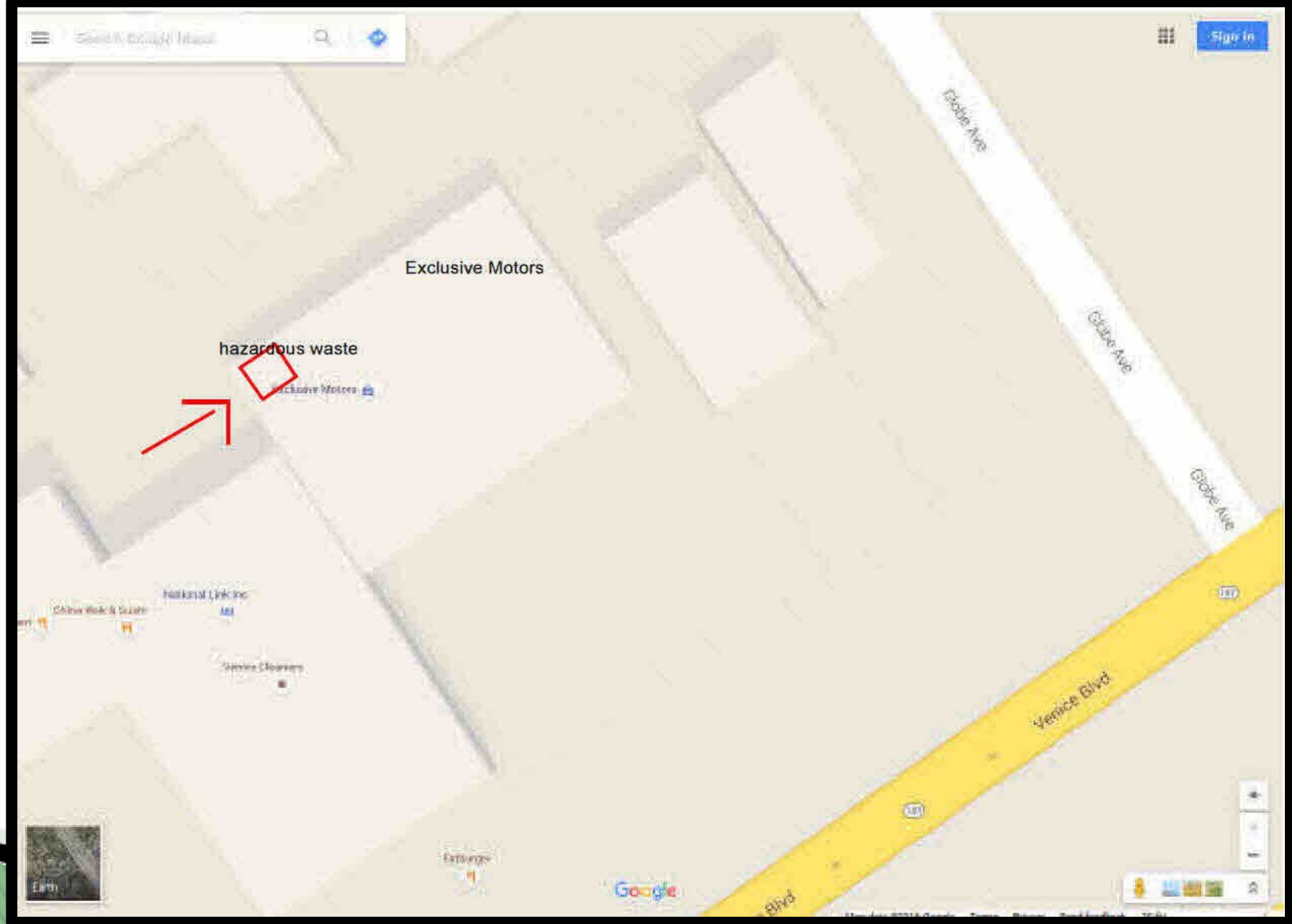
**HOW IS THIS
IMPORTANT?**

**IN AN
EMERGENCY IS
ANYONE GOING
TO USE THIS?**

WHY?

**WHY DO I NEED TO DO
THIS?**

Is
this
a
good
map?



HSC 25505 (a)(2) A site map that contains north orientation, loading areas, internal roads, adjacent streets, storm and sewer drains, access and exit points, emergency shut offs, evacuation staging areas, hazardous material handling and storage areas, emergency response equipment, and additional map requirements the governing body of the unified program agency finds necessary.

THE MANAGEMENT
WILL BE RESPONSIBLE
FOR ALL ACCIDENTS, INCIDENTS
PROPERTY OR LIFE OR LIMB

AND
CAUSED BY LIGHTNING,
FIRE, FROST OR FRIPPERY
ACTION, CONSEQUENTLY THE

UNDER TAKE RESPONSIBILITY
During the term of this Agreement you will become
your sole cost and expense and at our request,
standing of any then properly designated labor unions,
organizations as defined and determined under the applicable
persons performing services of the type and the character to be
hereunder. Nothing herein contained shall be deemed to require the
agreement executed between us and any such labor union, guild or
other organization may be in effect at the time of the execution of this agreement,
and where such conflict between the provisions of this agreement and any such other agreement
the latter shall prevail. In such event, the provisions of this agreement so affected shall be curtailed
and limited only to the extent necessary to permit compliance with such payment of any additional compensation
shall be at the minimum provided thereunder.
WHEREAS the extent of any payment hereunder exceeds applicable guild minimums such excess to the fullest
to extent permitted by any applicable agreement, shall be credited by any additional payment, that may have to be made
to said guild agreement and shall not entitle you to any additional rights that can be required for such payment pursuant to said guild.
Should the provisions of any labor union or guild require the execution of an agreement of different form than the form here rendered,
you agree that you shall execute any such agreement. To the extent that any payment hereunder exceeds applicable guild minimums such excess
shall be applied as payments for any additional compensation that can be required for such payment pursuant to said guild agreement. Should the provisions of any union
or guild require the execution of an agreement of different form than this form contained herein you agree that you shall execute any such agreement.
WHEREAS the National Office, Office of Civil Control, Internal Revenue Service and the National Treasury Employees Union (NTEU) recognizes that the right of employees to organize, bargain collectively, and participate through
labor organizations of their own choosing in decisions that affect their interests, contributions to the effective conduct of public business, and facilitates and encourages the amicable settlement of disputes between
employees and their employers involving conditions of employment; and
WHEREAS the Office and the State recognize that the public interest demands the highest standard of employee performance and the continued development and improvement of industry and progressive work practices to facilitate and improve employee performance and the efficient accomplishment of the operations of the Government and
WHEREAS the Office and the State recognize that a mutual confidence cooperation process exists, the efficiency of the Office's operations depends on the full participation of all employees; and WHEREAS the Office and the State agree that the Agency, employees will be supported in the negotiation and application of the agreement and will be treated as equal participants and partners
<http://www.opm.gov/policy-data-oversight/agreements/>



LAYOUT

- LOADING AREAS
- INTERNAL ROADS
- ADJACENT STREETS
- ACCESS AND EXITS POINTS
- NORTH ORIENTATION

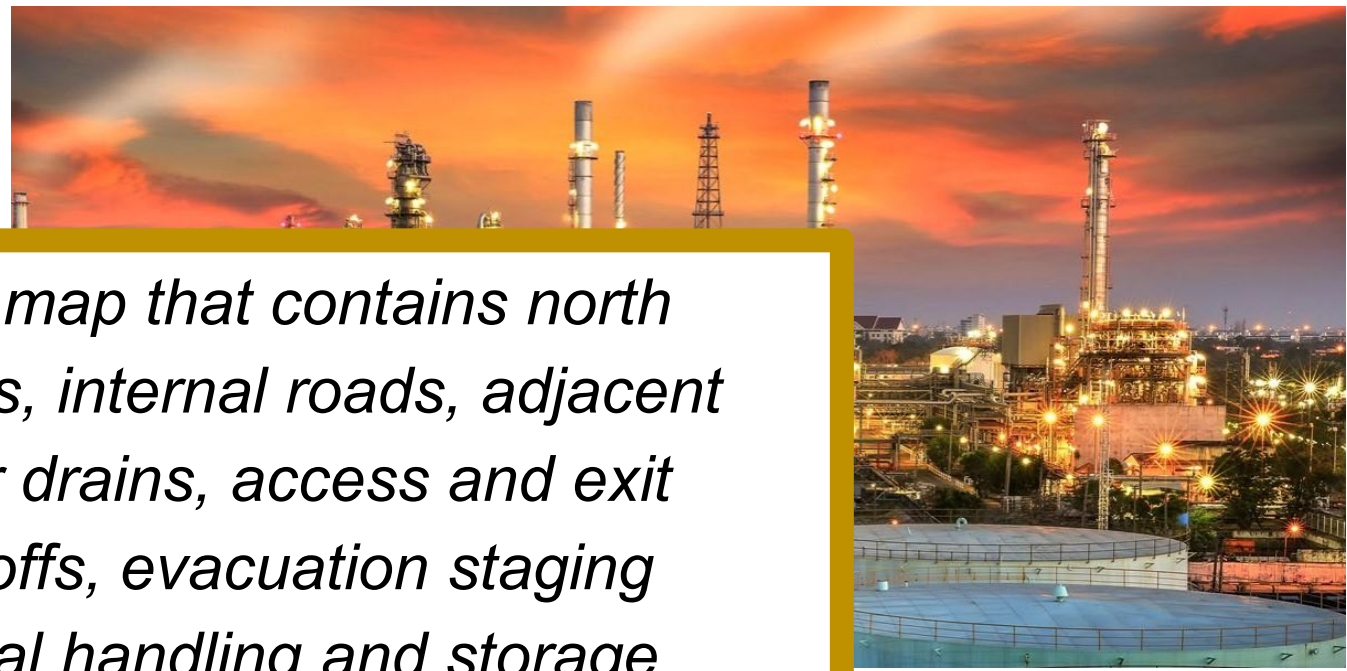
HAZMAT

- HAZARDOUS MATERIAL HANDLING AND STORAGE AREAS

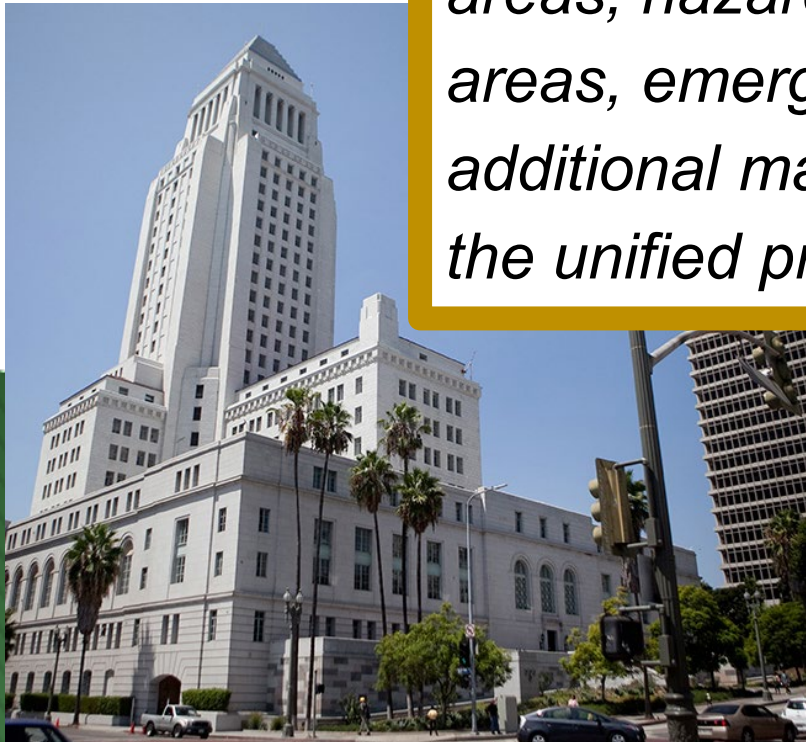
10 ITEMS

FORGOTTEN 4

- EVACUATION STAGING AREA
- EMERGENCY SHUT OFFS
- EMERGENCY RESPONSE EQUIPMENT
- STORM AND SEWER DRAINS



HSC 25505 (a)(2) A site map that contains north orientation, loading areas, internal roads, adjacent streets, storm and sewer drains, access and exit points, emergency shut offs, evacuation staging areas, hazardous material handling and storage areas, emergency response equipment, and additional map requirements the governing body of the unified program agency finds necessary.



What do these have in common ?

SINGLE BUILDING

LARGE FACILITY

MULTI-STORY FACILITY

- LOADING AREAS
- INTERNAL ROADS
- ADJACENT STREETS
- ACCESS AND EXITS POINTS
- NORTH ORIENTATION
- HAZARDOUS MATERIAL HANDLING AND STORAGE AREAS
- EVACUATION STAGING AREA
- EMERGENCY SHUT OFFS
- EMERGENCY RESPONSE EQUIPMENT
- STORM AND SEWER DRAINS

NO

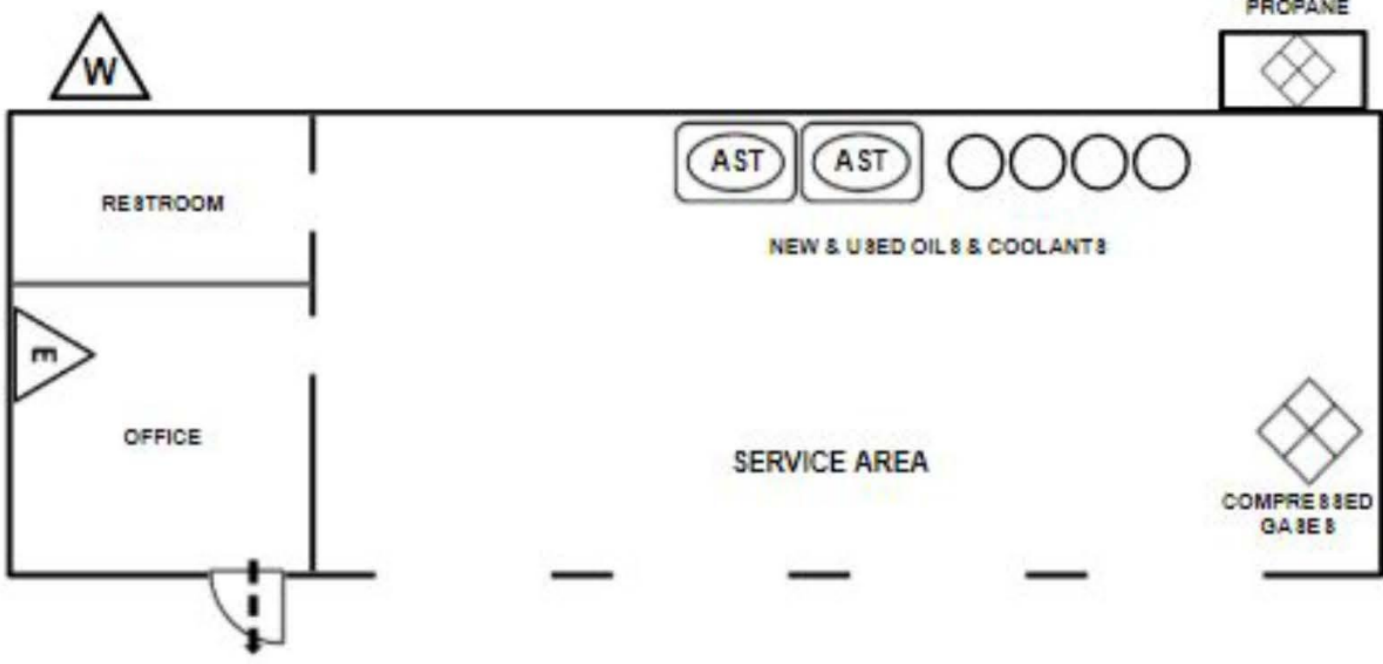
NORTH ORIENTATION



SITE MAP

BUSINESS NAME: FLEET SERVICES MAINTENANCE YARD
SITE ADDRESS: 1234 MAIN ST
BUILDING ID: BLDG 2 - SERVICE BAYS

← BALLONA CREEK →



← ACCESS ROAD →

LEGEND

- HAZARDOUS MATERIAL
- ABOVE GROUND TANK
- UNDERGROUND TANK
- EMERGENCY SHUT OFF
- DRAIN
- FIRE HYDRANT
- EVAC STAGING AREA
- FIRE DEPT CONNECTION
- ACCESS/EGRESS ROUTES

For Site Map

- North Orientation
- Adjacent Streets and Alleys
- Adjacent Property Use
- Access and Egress Points and Roads
- Loading Areas
- Storm and Sewer Drains
- Evacuation Staging Areas
- Hazardous Material Storage and Handling Areas
- Emergency Shutoffs
- Emergency Response Equipment

SCALE

1" = 20 Ft.

LARGE FACILITY

LEGEND

- HAZARDOUS MATERIAL
- ABOVE GROUND TANK
- UNDERGROUND TANK
- EMERGENCY SHUT OFF
- DRAIN
- FIRE HYDRANT
- EVAC STAGING AREA
- FIRE DEPT CONNECTION
- ACCESS/EGRESS ROUTES

NORTH ORIENTATION




SITE MAP

NORTH ORIENTATION

SITE MAP

LEGEND

LEGEND

-  **HAZARDOUS MATERIAL**
-  **ABOVE GROUND TANK**
-  **UNDERGROUND TANK**
-  **EMERGENCY SHUT OFF**
-  **ELEVATOR**
-  **DRAIN**
-  **FIRE HYDRANT**
-  **EVAC STAGING AREA**
-  **FIRE DEPT CONNECTION**
-  **FIRE CONTROL ROOM**
-  **STAIRS**
-  **ACCESS/EGRESS ROUTES**

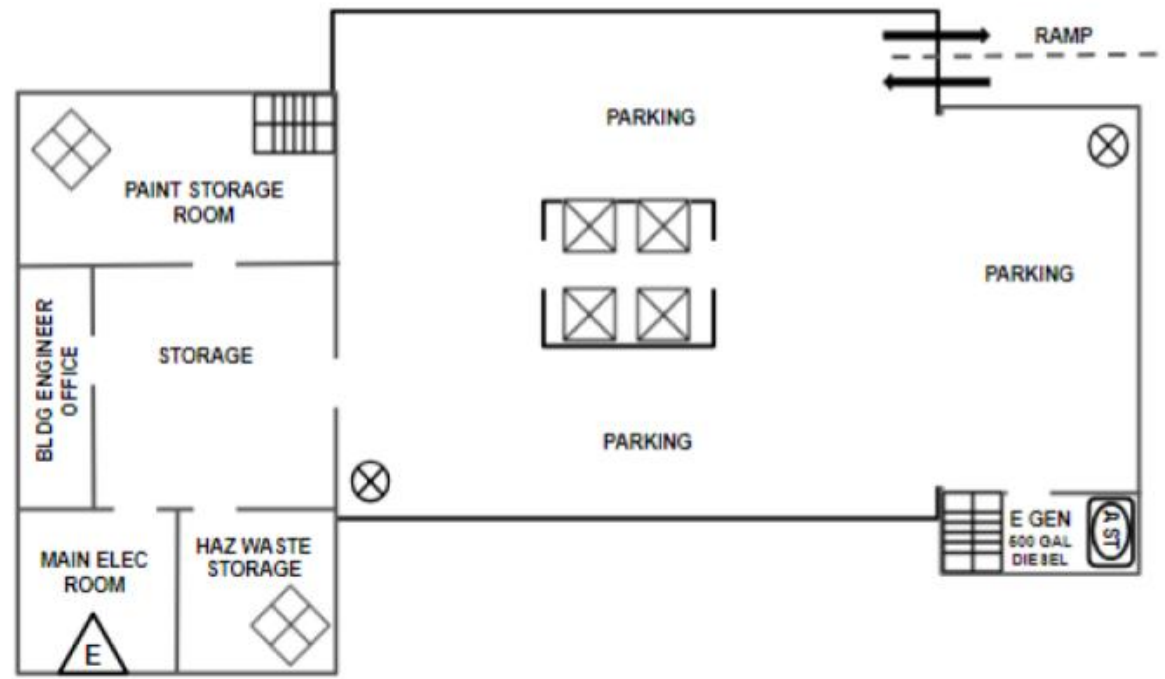
BUSINESS NAME: FIRST STREET TOWERS
SITE ADDRESS: 1234 1ST ST
FLOOR LEVEL: BASEMENT / PARKING LEVEL

NORTH ORIENTATION



MAIN STREET

2ND STREET



1ST STREET

GRAND AVE

- LEGEND**
-  HAZARDOUS MATERIAL
 -  ABOVE GROUND TANK
 -  UNDERGROUND TANK
 -  EMERGENCY SHUT OFF
 -  ELEVATOR
 -  DRAIN
 -  FIRE HYDRANT
 -  EVAC STAGING AREA
 -  FIRE DEPT CONNECTION
 -  FIRE CONTROL ROOM
 -  STAIRS
 -  ACCESS/EGRESS ROUTES

For Site Map

- North Orientation
- Adjacent Streets and Alleys
- Adjacent Property Use
- Access and Egress Points and Roads
- Loading Areas
- Storm and Sewer Drains
- Evacuation Staging Areas
- Hazardous Material Storage and Handling Areas
- Emergency Shutoffs
- Emergency Response Equipment

SCALE

1" = 30 Ft.

HOW TO PREPARE A SITE MAP

Unified Program (UP) Form CONSOLIDATED CONTINGENCY PLAN SITE MAP

BUSINESS NAME			3			
SITE ADDRESS		103	CITY	104	ZIP CODE	105
DATE MAP DRAWN	MAP #	FACILITY ID #		1		

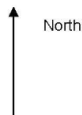
	A	B	C	D	E	F	G	H	I	J
1										
2										
3										
4										

For Site Map: This drawing shall contain, at a minimum, the following information:

- Loading Areas
- Parking Lots
- Internal Roads
- Storm and Sewer Drains
- Adjacent Property Use
- Locations and Names of Adjacent Streets and Alleys
- Access and Egress Points and Roads
- Primary and Alternate Evacuation Routes
- Emergency shutoffs
- Location of emergency response equipment

For Sub-Site Map

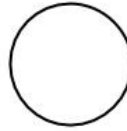
- Scale of Map
- Location of Each Storage Area
- Location of Each Hazardous Material Handling Area
- Location of Emergency Response Equipment



DATE	BY
DATE	PA

LAC4 : UPFORMS3

NORTH ORIENTATION



SINGLE BUILDING SITE MAP

BUSINESS NAME:

SITE ADDRESS:

LEGEND	
	HAZARDOUS MATERIAL
	ABOVE GROUND TANK
	UNDERGROUND TANK
	EMERGENCY SHUT OFF
	DRAIN
	FIRE HYDRANT
	EVAC STAGING AREA
	FIRE DEPT CONNECTION
	ACCESS/EGRESS ROUTES

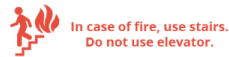
For Site Map

- North Orientation
- Adjacent Streets and Alleys
- Adjacent Property Use
- Access and Egress Points and Roads
- Loading Areas
- Storm and Sewer Drains
- Evacuation Staging Areas
- Hazardous Material Storage and Handling Areas
- Emergency Shutoffs
- Emergency Response Equipment

SCALE

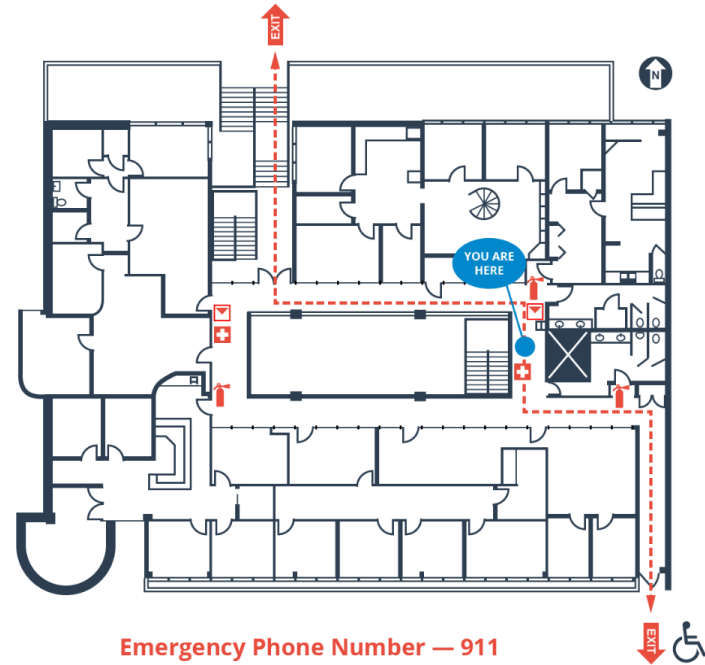
1" = __ Ft.

Emergency Evacuation Map 2nd Floor



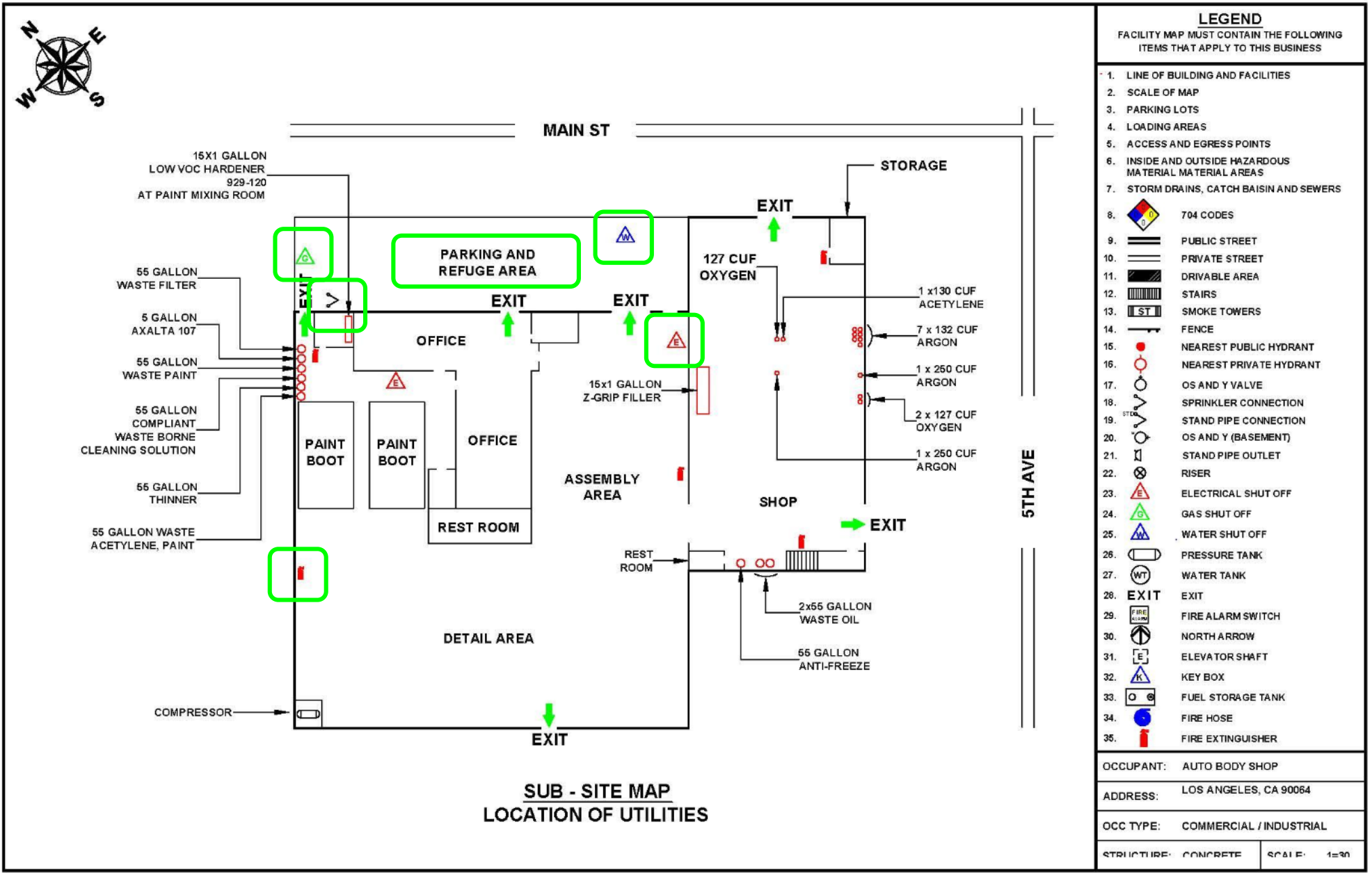
Legend

- YOU ARE HERE
- Elevator
- Fire Extinguisher
- Accessible
- Exit
- Fire Alarm Pull Station
- First Aid/AED



Emergency Phone Number — 911

IS THIS A GOOD MAP?



**EVACUATION
STAGING
AREA**

SHUT OFFS

**EMERGENCY
RESPONSE
EQUIPMENT**

DRAINS

EMERGENCY RESPONSE & EMPLOYEE TRAINING PLANS



EMERGENCY RESPONSE VS. CONTINGENCY

EMERGENCY RESPONSE

19 CCR § 2658 & HSC §25505(a)(4)

Required for HMBP

CONTINGENCY

22 CCR § 66265.51

Haz Waste Code

6 ELEMENTS

- Release Notification Procedures
- Internal Notification Procedures
- Local Medical Assistance
- Evacuation Procedures
- Containment and Clean Up Procedures
- Earthquake Vulnerability

RELEASE NOTIFICATION

- Immediate notification of local emergency response personnel, the CA Emergency Management Agency (CALOES), & the local Program Agency

EMERGENCY RESPONSE PHONE NUMBERS:	AMBULANCE, FIRE, POLICE AND CHP	9-1-1	
	CALIFORNIA STATE WARNING CENTER (CSWC)/CAL OES	(800) 852-7550	
	NATIONAL RESPONSE CENTER (NRC)	(800) 424-8802	
	POISON CONTROL CENTER	(800) 222-1222	
	LOCAL UNIFIED PROGRAM AGENCY (UPA)	(213) 978-3680	C1.
	OTHER (Specify):		C2.
NEAREST MEDICAL FACILITY / HOSPITAL NAME:			C3.

AGENCY NOTIFICATION PHONE NUMBERS:	CALIFORNIA DEPT. OF TOXIC SUBSTANCES CONTROL (DTSC)	(916) 255-3545	
	REGIONAL WATER QUALITY CONTROL BOARD (RWQCB)	(213) 576-6600	C6.
	U.S. ENVIRONMENTAL PROTECTION AGENCY (US EPA)	(800) 300-2193	
	CALIFORNIA DEPT. OF FISH AND WILDLIFE (CDFW)	(916) 358-2900	
	U.S. COAST GUARD (USCG)	(202) 267-2180	
	CAL OSHA	(916) 263-2800	
	CAL FIRE OFFICE OF THE STATE FIRE MARSHAL (OSFM)	(916) 323-7390	
	OTHER (Specify):		C7.
	OTHER (Specify):		C8.
	OTHER (Specify):		C9.
	OTHER (Specify):		C10.

CALIFORNIA ENVIRONMENTAL REPORTING SYSTEM (CERS) CONSOLIDATED EMERGENCY RESPONSE / CONTINGENCY PLAN <i>Prior to completing this Plan, please refer to the INSTRUCTIONS FOR COMPLETING A CONSOLIDATED CONTINGENCY PLAN</i>			
A. FACILITY IDENTIFICATION AND OPERATIONS OVERVIEW			
FACILITY ID #	CERS ID #	DATE OF PLAN PREPARATION/REVISION (MM/DD/YYYY)	
BUSINESS NAME (Same as Facility Name or DBA - Doing Business As)			
BUSINESS SITE ADDRESS			
BUSINESS SITE CITY			ZIP CODE
TYPE OF BUSINESS (e.g., Painting Contractor)		CA	INCIDENTAL OPERATIONS (e.g., Fleet Maintenance)
THIS PLAN COVERS CHEMICAL SPILLS, FIRES, AND EARTHQUAKES INVOLVING (Check all that apply)			
<input type="checkbox"/> 1. HAZARDOUS MATERIALS; <input type="checkbox"/> 2. HAZARDOUS WASTES			
B. INTERNAL RESPONSE			
INTERNAL FACILITY EMERGENCY RESPONSE WILL OCCUR BY (Check all that apply)			
<input type="checkbox"/> 1. CALLING PUBLIC EMERGENCY RESPONDERS (e.g., 9-1-1) <input type="checkbox"/> 2. CALLING HAZARDOUS WASTE CONTRACTOR <input type="checkbox"/> 3. ACTIVATING IN-HOUSE EMERGENCY RESPONSE TEAM			
C. EMERGENCY COMMUNICATIONS, PHONE NUMBERS AND NOTIFICATIONS			
<p>the event of an emergency involving hazardous materials and/or hazardous waste, all facilities must IMMEDIATELY:</p> <p>Notify facility personnel and evacuate if necessary in accordance with the Emergency Action Plan (Title 8 California Code of Regulations §3220),</p> <p>Notify local emergency responders by calling 9-1-1;</p> <p>Notify the local Unified Program Agency (UPA) at the phone number below, and</p> <p>Notify the State Warning Center at (800) 852-7550.</p> <p>Facilities that generate, treat, store or dispose of hazardous waste have additional responsibilities to notify and coordinate with other response agencies. Whenever there is an imminent or actual emergency situation such as an explosion, fire, or release, the Emergency Coordinator must follow the appropriate requirements for the category facility and type of release involved:</p> <p>Title 22 California Code of Regulations §66265.56 Emergency Procedures for generators of 1,000 kilograms or more of hazardous waste in any calendar month.</p> <p>Title 22 California Code of Regulations §66265.196 Response to Leaks or Spills and Disposition of Leaking or Unfit-for-Use Tank Systems.</p> <p>Title 40 Code of Federal Regulations §302.6 Notification requirements for a release of a hazardous substance equal to or greater than the reportable quantity.</p> <p>Title 22 California Code of Regulations §66262.34(d)(2) and Title 40 Code of Federal Regulations §262.34(d)(5)(ii) for generators of less than 1000 kilograms of hazardous waste in any calendar month.</p> <p>Following notification and before facility operations are resumed in areas of the facility affected by the incident, the Emergency Coordinator shall notify the local UPA of the local fire department's hazardous materials program, if necessary, that the facility is in compliance with requirements to:</p> <p>Provide for proper storage and disposal of recovered waste, contaminated soil or surface water, or any other material that results from an explosion, fire, or release at the facility; and</p> <p>Ensure that no material that is incompatible with the released material is transferred, stored, or disposed of in areas of the facility affected by the incident until cleanup procedures are completed.</p>			
EMERGENCY RESPONSE PHONE NUMBERS:	AMBULANCE, FIRE, POLICE AND CHP	9-1-1	
	CALIFORNIA STATE WARNING CENTER (CSWC)/CAL OES	(800) 852-7550	
	NATIONAL RESPONSE CENTER (NRC)	(800) 424-8802	
	POISON CONTROL CENTER	(800) 222-1222	
	LOCAL UNIFIED PROGRAM AGENCY (UPA)	(213) 978-3680	C1.
	OTHER (Specify):		C2.
NEAREST MEDICAL FACILITY / HOSPITAL NAME:			C3.

AGENCY NOTIFICATION PHONE NUMBERS:	CALIFORNIA DEPT. OF TOXIC SUBSTANCES CONTROL (DTSC)	(916) 255-3545	
	REGIONAL WATER QUALITY CONTROL BOARD (RWQCB)	(213) 576-6600	C6.
	U.S. ENVIRONMENTAL PROTECTION AGENCY (US EPA)	(800) 300-2193	
	CALIFORNIA DEPT. OF FISH AND WILDLIFE (CDFW)	(916) 358-2900	
	U.S. COAST GUARD (USCG)	(202) 267-2180	
	CAL OSHA	(916) 263-2800	
	CAL FIRE OFFICE OF THE STATE FIRE MARSHAL (OSFM)	(916) 323-7390	
	OTHER (Specify):		C7.
	OTHER (Specify):		C8.
	OTHER (Specify):		C9.
	OTHER (Specify):		C10.



INTERNAL FACILITY EMERGENCY COMMUNICATIONS OR ALARM NOTIFICATION WILL OCCUR BY (Check all that apply): C11.

1. VERBAL WARNINGS; 2. PUBLIC ADDRESS OR INTERCOM SYSTEM; 3. TELEPHONE;
 4. PAGERS; 5. ALARM SYSTEM; 6. PORTABLE RADIO

NOTIFICATIONS TO NEIGHBORING FACILITIES THAT MAY BE AFFECTED BY AN OFF-SITE RELEASE WILL OCCUR BY (Check all that apply): C12.

1. VERBAL WARNINGS; 2. PUBLIC ADDRESS OR INTERCOM SYSTEM; 3. TELEPHONE;
 4. PAGERS; 5. ALARM SYSTEM; 6. PORTABLE RADIO

EMERGENCY COORDINATOR CONTACT INFORMATION: C13.

PRIMARY EMERGENCY COORDINATOR NAME: PHONE NO.: PHONE NO.:

ALTERNATE EMERGENCY COORDINATOR NAME: PHONE NO.: PHONE NO.:

Check if additional Emergency Coordinator contact and address information is available onsite or by calling PHONE NO.:

Note: If more than one alternate emergency coordinator is designated, attach a list in order of responsibility.

INTERNAL NOTIFICATION

- Immediate notification of facility personnel necessary for emergency incident response.

D. EMERGENCY CONTAINMENT AND CLEANUP PROCEDURES

Check the applicable boxes to indicate your facility's procedures for containing spills and preventing and mitigating releases, fires and/or explosions. D1.

1. MONITOR FOR LEAKS, RUPTURES, PRESSURE BUILD-UP, ETC.;

2. PROVIDE STRUCTURAL PHYSICAL BARRIERS (e.g., Portable spill containment walls, built-in berms);

3. PROVIDE ABSORBENT PHYSICAL BARRIERS (e.g., Pads, spill pigs, spill pillows);

4. COVER OR BLOCK FLOOR AND/OR STORM DRAINS;

5. LINED TRENCH DRAINS AND/OR SUMPS;

6. AUTOMATIC FIRE SUPPRESSION SYSTEM;

7. ELIMINATE SOURCES OF IGNITION FOR FLAMMABLE HAZARDS;

8. STOP PROCESSES AND/OR OPERATIONS;

9. AUTOMATIC / ELECTRONIC EQUIPMENT SHUT-OFF SYSTEM;

10. SHUT OFF WATER, GAS, ELECTRICAL UTILITIES;

11. CALL 9-1-1 FOR PUBLIC EMERGENCY RESPONDER ASSISTANCE AND/OR MEDICAL AID;

12. NOTIFY AND EVACUATE PERSONS IN ALL THREATENED AND/OR IMPACTED AREAS;

13. ACCOUNT FOR EVACUATED PERSONS IMMEDIATELY AFTER EVACUATION;

14. PROVIDE PROTECTIVE EQUIPMENT FOR ON-SITE EMERGENCY RESPONSE TEAM;

15. REMOVE CONTAINERS AND/OR ISOLATE AREAS;

16. HIRE LICENSED HAZARDOUS WASTE CONTRACTOR;

17. USE ABSORBENT MATERIAL FOR SPILL CONTAINMENT;

18. VACUUM SUCTION USING APPROPRIATE VACUUM (e.g., Intrinsically safe) FOR SPILL CONTROL AND/OR CLEANUP;

19. DECONTAMINATE PERSONNEL AND EQUIPMENT WITHIN DESIGNATED AREA AND DISPOSE OF WASTEWATER AS HAZARDOUS WASTE;

20. PROVIDE SAFE TEMPORARY STORAGE FOR CONTAINERS;

21. OTHER (Specify):

THE FOLLOWING ALARM SIGNS:

1. BELLS;

2. HORNS/SIRENS;

3. VERBAL (i.e., Shouting);

4. OTHER (Specify):

THE FOLLOWING LOCATION:

Note: The Emergency Coordinator shall determine the most appropriate evacuation route(s) and the following location:

1. WRITTEN PROCEDURES

2. EVACUATION MAP(S) D

3. OTHER (Specify):

Note: Evacuation procedures and maps should be made available to all employees.

ADVANCE ARRANGEMENTS:

1. HAVE BEEN DETERMINED

2. THE FOLLOWING ARRANGEMENTS:

Note: Advance arrangements with contractors should be made for your facility.

INTERNAL FACILITY EMERGENCY COMMUNICATIONS OR ALARM NOTIFICATION WILL OCCUR BY (Check all that apply): C11.

1. VERBAL WARNINGS; 2. PUBLIC ADDRESS OR INTERCOM SYSTEM; 3. TELEPHONE;
 4. PAGERS; 5. ALARM SYSTEM; 6. PORTABLE RADIO

NOTIFICATIONS TO NEIGHBORING FACILITIES THAT MAY BE AFFECTED BY AN OFF-SITE RELEASE WILL OCCUR BY (Check all that apply): C12.

1. VERBAL WARNINGS; 2. PUBLIC ADDRESS OR INTERCOM SYSTEM; 3. TELEPHONE;
 4. PAGERS; 5. ALARM SYSTEM; 6. PORTABLE RADIO

EMERGENCY COORDINATOR CONTACT INFORMATION: C13.

PRIMARY EMERGENCY COORDINATOR NAME: PHONE NO.: PHONE NO.:

ALTERNATE EMERGENCY COORDINATOR NAME: PHONE NO.: PHONE NO.:

Check if additional Emergency Coordinator contact and address information is available onsite or by calling PHONE NO.:

Note: If more than one alternate emergency coordinator is designated, attach a list in order of responsibility.

LOCAL MEDICAL ASSISTANCE

- Identification of local emergency medical assistance appropriate for potential emergencies

EMERGENCY RESPONSE PHONE NUMBERS:	AMBULANCE, FIRE, POLICE AND CHP	9-1-1	
	CALIFORNIA STATE WARNING CENTER (CSWC)/CAL OES	(800) 852-7550	
	NATIONAL RESPONSE CENTER (NRC)	(800) 424-8802	
	POISON CONTROL CENTER	(800) 222-1222	
	LOCAL UNIFIED PROGRAM AGENCY (UPA)	(213) 978-3680	C1.
	OTHER (Specify):		C2. C3.
NEAREST MEDICAL FACILITY / HOSPITAL NAME:			C4. C5.

AGENCY NOTIFICATION PHONE NUMBERS:	CALIFORNIA DEPT. OF TOXIC SUBSTANCES CONTROL (DTSC)	(916) 255-3545	
	REGIONAL WATER QUALITY CONTROL BOARD (RWQCB)	(213) 576-6600	C6.
	U.S. ENVIRONMENTAL PROTECTION AGENCY (US EPA)	(800) 300-2193	
	CALIFORNIA DEPT. OF FISH AND WILDLIFE (CDFW)	(916) 358-2900	
	U.S. COAST GUARD (USCG)	(202) 267-2180	
	CAL OSHA	(916) 263-2800	
	CAL FIRE OFFICE OF THE STATE FIRE MARSHAL (OSFM)	(916) 323-7390	
	OTHER (Specify):		C7. C8.
	OTHER (Specify):		C9. C10.

CALIFORNIA ENVIRONMENTAL REPORTING SYSTEM (CERS) CONSOLIDATED EMERGENCY RESPONSE / CONTINGENCY PLAN <small>Prior to completing this Plan, please refer to the INSTRUCTIONS FOR COMPLETING A CONSOLIDATED CONTINGENCY PLAN</small>		
A. FACILITY IDENTIFICATION AND OPERATIONS OVERVIEW		
FACILITY ID #	CERS ID #	DATE OF PLAN PREPARATION/REVISION (MM/DD/YYYY)
BUSINESS NAME (Same as Facility Name or DBA - Doing Business As)		
BUSINESS SITE ADDRESS		
BUSINESS SITE CITY	CA	ZIP CODE
TYPE OF BUSINESS (e.g., Painting Contractor)	INCIDENTAL OPERATIONS (e.g., Fleet Maintenance)	
THIS PLAN COVERS CHEMICAL SPILLS, FIRES, AND EARTHQUAKES INVOLVING (Check all that apply):		
<input type="checkbox"/> 1. HAZARDOUS MATERIALS; <input type="checkbox"/> 2. HAZARDOUS WASTES		
B. INTERNAL RESPONSE		
INTERNAL FACILITY EMERGENCY RESPONSE WILL OCCUR BY (Check all that apply):		
<input type="checkbox"/> 1. CALLING PUBLIC EMERGENCY RESPONDERS (e.g., 9-1-1) <input type="checkbox"/> 2. CALLING HAZARDOUS WASTE CONTRACTOR <input type="checkbox"/> 3. ACTIVATING IN-HOUSE EMERGENCY RESPONSE TEAM		
C. EMERGENCY COMMUNICATIONS, PHONE NUMBERS AND NOTIFICATIONS		
In the event of an emergency involving hazardous materials and/or hazardous waste, all facilities must IMMEDIATELY: Notify facility personnel and evacuate if necessary in accordance with the Emergency Action Plan (Title 8 California Code of Regulations §3220), Notify local emergency responders by calling 9-1-1; Notify the local Unified Program Agency (UPA) at the phone number below, and Notify the State Warning Center at (800) 852-7550.		
Facilities that generate, treat, store or dispose of hazardous waste have additional responsibilities to notify and coordinate with other response agencies. Whenever there is an imminent or actual emergency situation such as an explosion, fire, or release, the Emergency Coordinator must follow the appropriate requirements for the category of facility and type of release involved: Title 22 California Code of Regulations §66265.56 Emergency Procedures for generators of 1,000 kilograms or more of hazardous waste in any calendar month. Title 22 California Code of Regulations §66265.196 Response to Leaks or Spills and Disposition of Leaking or Unfit-for-Use Tank Systems. Title 40 Code of Federal Regulations §302.6 Notification requirements for a release of a hazardous substance equal to or greater than the reportable quantity. Title 22 California Code of Regulations §66262.34(d)(2) and Title 40 Code of Federal Regulations §262.34(d)(5)(ii) for generators of less than 1000 kilograms of hazardous waste in any calendar month.		
Following notification and before facility operations are resumed in areas of the facility affected by the incident, the Emergency Coordinator shall notify the local UPA and the local fire department's hazardous materials program, if necessary, that the facility is in compliance with requirements to: Provide for proper storage and disposal of recovered waste, contaminated soil or surface water, or any other material that results from an explosion, fire, or release at the facility, and Ensure that no material that is incompatible with the released material is transferred, stored, or disposed of in areas of the facility affected by the incident until cleanup procedures are completed.		
EMERGENCY RESPONSE PHONE NUMBERS:	AMBULANCE, FIRE, POLICE AND CHP	9-1-1
	CALIFORNIA STATE WARNING CENTER (CSWC)/CAL OES	(800) 852-7550
	NATIONAL RESPONSE CENTER (NRC)	(800) 424-8802
	POISON CONTROL CENTER	(800) 222-1222
	LOCAL UNIFIED PROGRAM AGENCY (UPA)	(213) 978-3680
	OTHER (Specify):	
NEAREST MEDICAL FACILITY / HOSPITAL NAME:		
AGENCY NOTIFICATION PHONE NUMBERS:	CALIFORNIA DEPT. OF TOXIC SUBSTANCES CONTROL (DTSC)	(916) 255-3545
	REGIONAL WATER QUALITY CONTROL BOARD (RWQCB)	(213) 576-6600
	U.S. ENVIRONMENTAL PROTECTION AGENCY (US EPA)	(800) 300-2193
	CALIFORNIA DEPT. OF FISH AND WILDLIFE (CDFW)	(916) 358-2900
	U.S. COAST GUARD (USCG)	(202) 267-2180
	CAL OSHA	(916) 263-2800
	CAL FIRE OFFICE OF THE STATE FIRE MARSHAL (OSFM)	(916) 323-7390
	OTHER (Specify):	
	OTHER (Specify):	



EVACUATION PROCEDURES

- Evacuation plans and procedures, including immediate notice, for the business site

INTERNAL FACILITY EMERGENCY COMMUNICATIONS OR ALARM NOTIFICATION WILL OCCUR BY (Check all that apply):			C11.
<input type="checkbox"/> 1. VERBAL WARNINGS;	<input type="checkbox"/> 2. PUBLIC ADDRESS OR INTERCOM SYSTEM;	<input type="checkbox"/> 3. TELEPHONE;	
<input type="checkbox"/> 4. PAGERS;	<input type="checkbox"/> 5. ALARM SYSTEM;	<input type="checkbox"/> 6. PORTABLE RADIO	
NOTIFICATIONS TO NEIGHBORING FACILITIES THAT MAY BE AFFECTED BY AN OFF-SITE RELEASE WILL OCCUR BY (Check all that apply):			C12.
<input type="checkbox"/> 1. VERBAL WARNINGS;	<input type="checkbox"/> 2. PUBLIC ADDRESS OR INTERCOM SYSTEM;	<input type="checkbox"/> 3. TELEPHONE;	
<input type="checkbox"/> 4. PAGERS;	<input type="checkbox"/> 5. ALARM SYSTEM;	<input type="checkbox"/> 6. PORTABLE RADIO	
EMERGENCY COORDINATOR CONTACT INFORMATION:			C13.
PRIMARY EMERGENCY COORDINATOR NAME:	PHONE NO.:	PHONE NO.:	
ALTERNATE EMERGENCY COORDINATOR NAME:	PHONE NO.:	PHONE NO.:	
<input type="checkbox"/> Check if additional Emergency Coordinator contact and address information is available onsite or by calling PHONE NO.:			
Note: If more than one alternate emergency coordinator is designated, attach a list in order of responsibility.			
D. EMERGENCY CONTAINMENT AND CLEANUP PROCEDURES			
Check the applicable boxes to indicate your facility's procedures for containing spills and preventing and mitigating releases, fires and/or explosions.			
<input type="checkbox"/> 1. MONITOR FOR LEAKS, RUPTURES, PRESSURE BUILD-UP, ETC.; <input type="checkbox"/> 2. PROVIDE STRUCTURAL PHYSICAL BARRIERS (e.g., Portable spill containment walls, built-in berms); <input type="checkbox"/> 3. PROVIDE ABSORBENT PHYSICAL BARRIERS (e.g., Pads, spill pigs, spill pillows); <input type="checkbox"/> 4. COVER OR BLOCK FLOOR AND/OR STORM DRAINS; <input type="checkbox"/> 5. LINED TRENCH DRAINS AND/OR SUMPS; <input type="checkbox"/> 6. AUTOMATIC FIRE SUPPRESSION SYSTEM; <input type="checkbox"/> 7. ELIMINATE SOURCES OF IGNITION FOR FLAMMABLE HAZARDS; <input type="checkbox"/> 8. STOP PROCESSES AND/OR OPERATIONS; <input type="checkbox"/> 9. AUTOMATIC / ELECTRONIC EQUIPMENT SHUT-OFF SYSTEM; <input type="checkbox"/> 10. SHUT OFF WATER, GAS, ELECTRICAL UTILITIES; <input type="checkbox"/> 11. CALL 9-1-1 FOR PUBLIC EMERGENCY RESPONDER ASSISTANCE AND/OR MEDICAL AID; <input type="checkbox"/> 12. NOTIFY AND EVACUATE PERSONS IN ALL THREATENED AND/OR IMPACTED AREAS; <input type="checkbox"/> 13. ACCOUNT FOR EVACUATED PERSONS IMMEDIATELY AFTER EVACUATION; <input type="checkbox"/> 14. PROVIDE PROTECTIVE EQUIPMENT FOR ON-SITE EMERGENCY RESPONSE TEAM; <input type="checkbox"/> 15. REMOVE CONTAINERS AND/OR ISOLATE AREAS; <input type="checkbox"/> 16. HIRE LICENSED HAZARDOUS WASTE CONTRACTOR;			D1.

E. FACILITY EVACUATION

THE FOLLOWING ALARM SIGNAL(S) WILL BE USED TO BEGIN EVACUATION OF THE FACILITY (Check all that apply):

- 1. BELLS;
- 2. HORNS/SIRENS;
- 3. VERBAL (i.e., Shouting);
- 4. OTHER (Specify):

E1.
E2.

THE FOLLOWING LOCATION(S) WILL BE USED FOR AN EMERGENCY ASSEMBLY AREA(S) (e.g., Parking lot, street corner):

E3.

Note: The Emergency Coordinator must account for all onsite employees and visitors after evacuation.

EVACUATION ROUTE S AND ALTERNATE EVACUATION ROUTES ARE DESCRIBED AS FOLLOWS:

E4.

- 1. WRITTEN PROCEDURES DESCRIBING ROUTES, EXITS, AND ASSEMBLY AREAS;
- 2. EVACUATION MAP(S) DEPICTING ROUTES, EXITS, AND ASSEMBLY AREAS;
- 3. OTHER (Specify):

CONTINGENCY PLAN ONLY

E5.

Note: Evacuation procedures and/or maps should be posted in visible facility locations and must be included in the Contingency Plan.

CONTROL AND/OR CLEANUP;
USE OF WASTEWATER AS HAZARDOUS WASTE;
EMERGENCY ACTIONS;

D2.

(Check all that apply):

E1.
E2.

Parking lot, street corner):

E3.

S:

E4.

E5.

in the Contingency Plan.

SERVICES

F1.

F2.

Emergency teams, and/or emergency services

mentioned in the Contingency Plan.

INTERNAL FACILITY EMERGENCY COMMUNICATIONS OR ALARM NOTIFICATION WILL OCCUR BY (Check all that apply): C11.

1. VERBAL WARNINGS; 2. PUBLIC ADDRESS OR INTERCOM SYSTEM; 3. TELEPHONE;
 4. PAGERS; 5. ALARM SYSTEM; 6. PORTABLE RADIO

NOTIFICATIONS TO NEIGHBORING FACILITIES THAT MAY BE AFFECTED BY AN OFF-SITE RELEASE WILL OCCUR BY (Check all that apply): C12.

1. VERBAL WARNINGS; 2. PUBLIC ADDRESS OR INTERCOM SYSTEM; 3. TELEPHONE;
 4. PAGERS; 5. ALARM SYSTEM; 6. PORTABLE RADIO

EMERGENCY COORDINATOR CONTACT INFORMATION: C13.

PRIMARY EMERGENCY COORDINATOR NAME: _____ PHONE NO.: _____ PHONE NO.: _____
 ALTERNATE EMERGENCY COORDINATOR NAME: _____ PHONE NO.: _____ PHONE NO.: _____

Check if additional Emergency Coordinator contact and address information is available onsite or by calling PHONE NO.:

Note: If more than one alternate emergency coordinator is designated, attach a list in order of responsibility.

D. EMERGENCY CONTAINMENT AND CLEANUP PROCEDURES

Check the applicable boxes to indicate your facility's procedures for containing spills and preventing and mitigating releases, fires and/or explosions. D1.

1. MONITOR FOR LEAKS, RUPTURES, PRESSURE BUILD-UP, ETC.;
 2. PROVIDE STRUCTURAL PHYSICAL BARRIERS (e.g., Portable spill containment walls, built-in berms);
 3. PROVIDE ABSORBENT PHYSICAL BARRIERS (e.g., Pads, spill pigs, spill pillows);
 4. COVER OR BLOCK FLOOR AND/OR STORM DRAINS;
 5. LINED TRENCH DRAINS AND/OR SUMPS;
 6. AUTOMATIC FIRE SUPPRESSION SYSTEM;
 7. ELIMINATE SOURCES OF IGNITION FOR FLAMMABLE HAZARDS;
 8. STOP PROCESSES AND/OR OPERATIONS;
 9. AUTOMATIC / ELECTRONIC EQUIPMENT SHUT-OFF SYSTEM;
 10. SHUT OFF WATER, GAS, ELECTRICAL UTILITIES;
 11. CALL 9-1-1 FOR PUBLIC EMERGENCY RESPONDER ASSISTANCE AND/OR MEDICAL AID;
 12. NOTIFY AND EVACUATE PERSONS IN ALL THREATENED AND/OR IMPACTED AREAS;
 13. ACCOUNT FOR EVACUATED PERSONS IMMEDIATELY AFTER EVACUATION;
 14. PROVIDE PROTECTIVE EQUIPMENT FOR ON-SITE EMERGENCY RESPONSE TEAM;
 15. REMOVE CONTAINERS AND/OR ISOLATE AREAS;
 16. HIRE LICENSED HAZARDOUS WASTE CONTRACTOR;
 17. USE ABSORBENT MATERIAL FOR SPILL CONTAINMENT;
 18. VACUUM SUCTION USING APPROPRIATE VACUUM (e.g., Intrinsically safe) FOR SPILL CONTROL AND/OR CLEANUP;
 19. DECONTAMINATE PERSONNEL AND EQUIPMENT WITHIN DESIGNATED AREA AND DISPOSE OF WASTEWATER AS HAZARDOUS WASTE;
 20. PROVIDE SAFE TEMPORARY STORAGE OF HAZARDOUS WASTE GENERATED DURING EMERGENCY ACTIONS;
 21. OTHER (Specify): _____

E. FACILITY EVACUATION

THE FOLLOWING ALARM SIGNAL(S) WILL BE USED TO BEGIN EVACUATION OF THE FACILITY (Check all that apply):

1. BELLS;
 2. HORNS/SIRENS;
 3. VERBAL (i.e., Shouting);
 4. OTHER (Specify): _____

THE FOLLOWING LOCATION(S) WILL BE USED FOR AN EMERGENCY ASSEMBLY AREA(S) (e.g., Parking lot, street corner):

Note: The Emergency Coordinator must account for all onsite employees and visitors after evacuation.

EVACUATION ROUTES AND ALTERNATE EVACUATION ROUTES ARE DESCRIBED AS FOLLOWS:

1. WRITTEN PROCEDURES DESCRIBING ROUTES, EXITS, AND ASSEMBLY AREAS;
 2. EVACUATION MAP(S) DEPICTING ROUTES, EXITS, AND ASSEMBLY AREAS;
 3. OTHER (Specify): _____

Note: Evacuation procedures and/or maps should be posted in visible facility locations and must be included in the Contingency Plan.

F. ARRANGEMENTS FOR EMERGENCY SERVICES

ADVANCE ARRANGEMENTS FOR LOCAL EMERGENCY SERVICES (Check one of the following):

1. HAVE BEEN DETERMINED NOT NECESSARY;
 2. THE FOLLOWING ARRANGEMENTS HAVE BEEN MADE (Specify): _____

Note: Advance arrangements with local fire and police departments, hospitals, state and local emergency response teams, and/or other contractors should be made for your facility, if necessary. Large Quantity Generators must describe arrangements in the Contingency Plan.

CONTAINMENT AND CLEAN UP

- Procedures for mitigation, prevention or abatement of hazards to minimize release.

D. EMERGENCY CONTAINMENT AND CLEANUP PROCEDURES

Check the applicable boxes to indicate your facility's procedures for containing spills and preventing and mitigating releases, fires and/or explosions. D1.

1. MONITOR FOR LEAKS, RUPTURES, PRESSURE BUILD-UP, ETC.;
 2. PROVIDE STRUCTURAL PHYSICAL BARRIERS (e.g., Portable spill containment walls, built-in berms);
 3. PROVIDE ABSORBENT PHYSICAL BARRIERS (e.g., Pads, spill pigs, spill pillows);
 4. COVER OR BLOCK FLOOR AND/OR STORM DRAINS;
 5. LINED TRENCH DRAINS AND/OR SUMPS;
 6. AUTOMATIC FIRE SUPPRESSION SYSTEM;
 7. ELIMINATE SOURCES OF IGNITION FOR FLAMMABLE HAZARDS;
 8. STOP PROCESSES AND/OR OPERATIONS;
 9. AUTOMATIC / ELECTRONIC EQUIPMENT SHUT-OFF SYSTEM;
 10. SHUT OFF WATER, GAS, ELECTRICAL UTILITIES;
 11. CALL 9-1-1 FOR PUBLIC EMERGENCY RESPONDER ASSISTANCE AND/OR MEDICAL AID;
 12. NOTIFY AND EVACUATE PERSONS IN ALL THREATENED AND/OR IMPACTED AREAS;
 13. ACCOUNT FOR EVACUATED PERSONS IMMEDIATELY AFTER EVACUATION;
 14. PROVIDE PROTECTIVE EQUIPMENT FOR ON-SITE EMERGENCY RESPONSE TEAM;
 15. REMOVE CONTAINERS AND/OR ISOLATE AREAS;
 16. HIRE LICENSED HAZARDOUS WASTE CONTRACTOR;
 17. USE ABSORBENT MATERIAL FOR SPILL CONTAINMENT;
 18. VACUUM SUCTION USING APPROPRIATE VACUUM (e.g., Intrinsically safe) FOR SPILL CONTROL AND/OR CLEANUP;
 19. DECONTAMINATE PERSONNEL AND EQUIPMENT WITHIN DESIGNATED AREA AND DISPOSE OF WASTEWATER AS HAZARDOUS WASTE;
 20. PROVIDE SAFE TEMPORARY STORAGE OF HAZARDOUS WASTE GENERATED DURING EMERGENCY ACTIONS;
 21. OTHER (Specify): _____ D2.

EARTHQUAKE VULNERABILITY

- Must include identification of facility areas/systems that require immediate inspection/isolation after earthquakes

H. EARTHQUAKE VULNERABILITY	
Identify areas of the facility that are vulnerable to hazardous materials releases due to seismic motion. These areas require immediate isolation and inspection.	
VULNERABLE AREAS (Check all that apply): <input type="checkbox"/> 1. HAZARDOUS MATERIALS AND/OR WASTE STORAGE AREAS <input type="checkbox"/> 2. PROCESS LINES AND PIPING <input type="checkbox"/> 3. LABORATORY <input type="checkbox"/> 4. WASTE TREATMENT AREA	LOCATIONS (e.g., Shop, outdoor shed, lab):
Identify mechanical systems vulnerable to releases / spills due to earthquake-related motion. These systems require immediate isolation and inspection.	
VULNERABLE SYSTEMS AND/OR EQUIPMENT (Check all that apply): <input type="checkbox"/> 1. SHELVES, CABINETS AND/OR RACKS <input type="checkbox"/> 2. TANKS AND SHUT-OFF VALVES <input type="checkbox"/> 3. PORTABLE GAS CYLINDERS <input type="checkbox"/> 4. EMERGENCY SHUT-OFF AND/OR UTILITY VALVES <input type="checkbox"/> 5. SPRINKLER SYSTEMS <input type="checkbox"/> 6. STATIONARY PRESSURIZED CONTAINERS (e.g., Propane tank)	LOCATIONS:
I. EMPLOYEE TRAINING	
Employee training is required for all employees and/or contractors handling hazardous materials and/or hazardous wastes during normal and/or emergency operations. Most facilities will need to submit a separate Training Plan. However, your CUPA may accept this section as the Training Plan for some small facilities. Employee training plans may include the following content:	
<ul style="list-style-type: none"> Applicable laws and regulations; Emergency response plans and procedures; Safety Data Sheets; Hazard communication related to health and safety; Methods for safe handling of hazardous substances; Hazards of materials and processes (e.g., fire, explosion, asphyxiation); Hazard mitigation, prevention and abatement procedures; Coordination of emergency response actions; Notification procedures for local emergency responders, CUPA, Cal OES, and onsite personnel; 	<ul style="list-style-type: none"> Communication and alarm systems; Personal protective equipment; Use and maintenance of emergency response equipment and supplies (e.g. Fire extinguishers, respirators, spill control materials); Decontamination procedures; Evacuation procedures and evacuation staging locations; Identification of facility areas, equipment, and systems vulnerable to earthquakes and other natural disasters. OTHER (Specify):

H. EARTHQUAKE VULNERABILITY

Identify areas of the facility that are vulnerable to hazardous materials releases due to seismic motion. These areas require immediate isolation and inspection.

VULNERABLE AREAS (Check all that apply):

- 1. HAZARDOUS MATERIALS AND/OR WASTE STORAGE AREAS
- 2. PROCESS LINES AND PIPING
- 3. LABORATORY
- 4. WASTE TREATMENT AREA

LOCATIONS (e.g., Shop, outdoor shed, lab):

Identify mechanical systems vulnerable to releases / spills due to earthquake-related motion. These systems require immediate isolation and inspection.

VULNERABLE SYSTEMS AND/OR EQUIPMENT (Check all that apply):

- 1. SHELVES, CABINETS AND/OR RACKS
- 2. TANKS AND SHUT-OFF VALVES
- 3. PORTABLE GAS CYLINDERS
- 4. EMERGENCY SHUT-OFF AND/OR UTILITY VALVES
- 5. SPRINKLER SYSTEMS
- 6. STATIONARY PRESSURIZED CONTAINERS (e.g., Propane tank)

LOCATIONS:

ered.	
TINGS	<input type="checkbox"/> 4. STUDY GUIDES / MANUALS
ED TO CERS AS A PDF DOCUMENT	
D CONTENT AND OTHER DOCUMENTS ONSITE	
BE:	
ew employees should not work in an unsupervised position that involves	
erator;	
tain written plan and documentation of employee training which includes:	
given to persons filling each job position having responsibility for hazardous	
waste management.	
er employee training records must be retained for at least three years after	
ist include basic hazardous waste management and emergency response	
der to show that the facility has met the small quantity generator employee	
employee training that includes the content referenced above. The training	
at least three years.	
MENTS	
	J1.
	J2.

CERS TEMPLATE VS. SELF-GENERATED PLAN

Must include all 6 elements

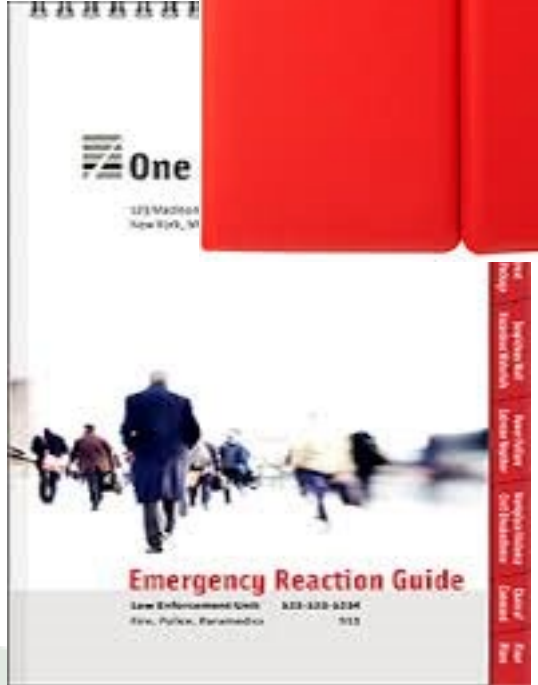
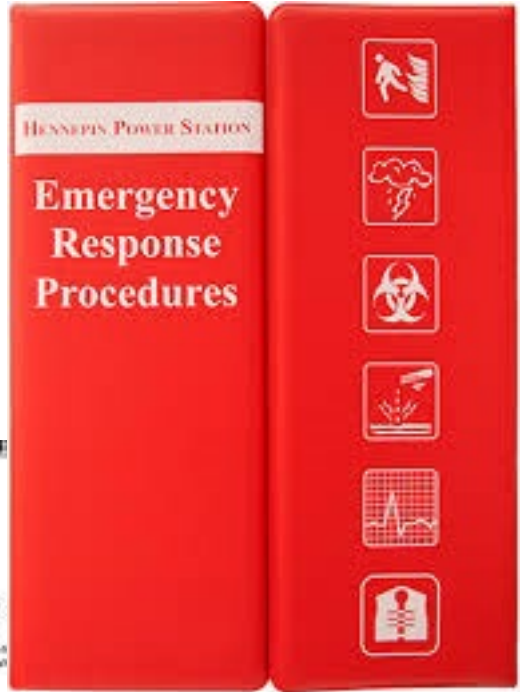
1. Release Notification
2. Internal Notification
3. Local Medical Assistance
4. Evacuation Procedures
5. Containment & Clean Up
6. Earthquake Vulnerability

WATCHOUT FOR SIMILAR PLANS

- Highrise
- Hospitals
- Airports
- Government Buildings
- Large Facilities



CALIFORNIA ENVIRONMENTAL RESOURCES AGENCY CONSOLIDATED EMERGENCY RESPONSE PLAN	
<i>Prior to completing this Plan, please refer to the INSTRUCTIONS FOR COMPLETION.</i>	
A. FACILITY IDENTIFICATION AND LOCATION	
FACILITY ID #	CERS ID #
BUSINESS NAME (Name as Facility Name or DBA - Doing Business As)	
BUSINESS SITE ADDRESS	
BUSINESS SITE CITY	
TYPE OF BUSINESS (e.g., Painting Contractor)	INCIDENTAL OPERATIONS (e.g., Fleet Maintenance)
THIS PLAN COVERS CHEMICAL SPILLS, FIRES, AND EARTHQUAKES INVOLVING (Check all that apply):	
<input type="checkbox"/> 1. HAZARDOUS MATERIALS; <input type="checkbox"/> 2. HAZARDOUS WASTES	
B. INTERNAL RESPONSE	
INTERNAL FACILITY EMERGENCY RESPONSE WILL OCCUR BY (Check all that apply):	
<input type="checkbox"/> 1. CALLING PUBLIC EMERGENCY RESPONDERS (e.g., 9-1-1)	
<input type="checkbox"/> 2. CALLING HAZARDOUS WASTE CONTRACTOR	
<input type="checkbox"/> 3. ACTIVATING IN-HOUSE EMERGENCY RESPONSE TEAM	
C. EMERGENCY COMMUNICATIONS, PHONE NUMBERS AND NOTIFICATIONS	
In the event of an emergency involving hazardous materials and/or hazardous waste, all facilities must IMMEDIATELY:	
1. Notify facility personnel and evacuate if necessary in accordance with the Emergency Action Plan (Title 8 California Code of Regulations §3220);	
2. Notify local emergency responders by calling 9-1-1;	
3. Notify the local Unified Program Agency (UPA) at the phone number below; and	
4. Notify the State Warning Center at (800) 852-7550.	
Facilities that generate, treat, store or dispose of hazardous waste have additional responsibilities to notify and coordinate with other response agencies. Whenever there is an imminent or actual emergency situation such as an explosion, fire, or release, the Emergency Coordinator must follow the appropriate requirements for the category of facility and type of release involved:	
1. Title 22 California Code of Regulations §66265.56 Emergency Procedures for generators of 1,000 kilograms or more of hazardous waste in any calendar month;	
2. Title 22 California Code of Regulations §66265.196 Response to Leaks or Spills and Disposition of Leaking or Used-for-Use Tank Systems;	
3. Title 40 Code of Federal Regulations §170.6 Notification requirements for a release of a hazardous substance equal to or greater than the reportable quantity;	
4. Title 22 California Code of Regulations §66262.34(a)(2) and Title 40 Code of Federal Regulations §170.34(a)(2)(3)(i) for generators of less than 1,000 kilograms of hazardous waste in any calendar month.	
Following notification and before facility operations are resumed in areas of the facility affected by the incident, the Emergency Coordinator shall notify the local UPA, and the local fire department's hazardous materials program, if necessary, that the facility is in compliance with requirements to:	
1. Provide for proper storage and disposal of recovered waste, contaminated soil or surface water, or any other material that results from an explosion, fire, or release at the facility; and	
2. Ensure that no material that is incompatible with the released material is transferred, stored, or disposed of in areas of the facility affected by the incident until cleanup procedures are completed.	
EMERGENCY RESPONSE PHONE NUMBERS:	9-1-1 (800) 852-7550
AMBULANCE, FIRE, POLICE AND CHP	(800) 424-8802
CALIFORNIA STATE WARNING CENTER (CSWCC) OER	(800) 222-1222
NATIONAL RESPONSE CENTER (NRC)	(213) 078-3680
POISON CONTROL CENTER	
LOCAL UNIFIED PROGRAM AGENCY (UPA)	
OTHER (Specify)	
NEAREST MEDICAL FACILITY / HOSPITAL NAME:	
AGENCY NOTIFICATION PHONE NUMBERS:	(916) 255-3545
CALIFORNIA DEPT. OF TOXIC SUBSTANCES CONTROL (DTSC)	(213) 576-6600
REGIONAL WATER QUALITY CONTROL BOARD (RWQCB)	(800) 300-2193
U.S. ENVIRONMENTAL PROTECTION AGENCY (USEPA)	(916) 358-2900
CALIFORNIA DEPT. OF FISH AND WILDLIFE (CDFW)	(202) 267-2180
U.S. COAST GUARD (USCG)	(916) 263-2800
CAL OSHA	(916) 323-7390
CAL FIRE OFFICE OF THE STATE FIRE MARSHAL (CSFM)	
OTHER (Specify)	
OTHER (Specify)	





EMPLOYEE TRAINING PLAN

- ALL employees must be trained when hired and annually thereafter
- Training can be tailored to job duties
- Records must be maintained for 3 year

- 6 ER Plan Elements
- Safe Handling of Hazardous Materials
- Use of Emergency Response Equipment



I. EMPLOYEE TRAINING	
Employee training is required for all employees and/or contractors handling hazardous materials and/or hazardous wastes during normal and/or emergency operations.	
<p>Most facilities will need to submit a separate training plan</p> <p>Employee training</p> <ul style="list-style-type: none"> • Applicable • Emergency • Safety Data Sheets; • Hazard communication related to health and safety; • Methods for safe handling of hazardous substances; • Hazards of materials and processes (e.g., fire, explosion, asphyxiation); • Hazard mitigation, prevention and abatement procedures; • Coordination of emergency response actions; • Notification procedures for local emergency responders, CUPA, Cal OES, and onsite personnel; 	<ul style="list-style-type: none"> • Use and maintenance of emergency response equipment and supplies (e.g. Fire extinguishers, respirators, spill control materials); • Decontamination procedures; • Evacuation procedures and evacuation staging locations; • Identification of facility areas, equipment, and systems vulnerable to earthquakes and other natural disasters. • OTHER (Specify):
Check the applicable boxes below to indicate how the employee training program is administered.	
<input type="checkbox"/> 1. FORMAL CLASSROOM	<input type="checkbox"/> 2. VIDEOS
<input type="checkbox"/> 3. SAFETY MEETINGS	<input type="checkbox"/> 4. STUDY GUIDES / MANUALS
<input type="checkbox"/> 5. OTHER (Specify): _____	I1. I2.
<input type="checkbox"/> 6. NOT APPLICABLE SINCE FACILITY HAS NO EMPLOYEES	
<input type="checkbox"/> 7. CHECK IF A SEPARATE EMPLOYEE TRAINING PLAN IS USED AND UPLOADED TO CERS AS A PDF DOCUMENT	I3.
<input type="checkbox"/> 8. CHECK IF EMPLOYEE TRAINING IS COVERED BY THE ABOVE REFERENCED CONTENT AND OTHER DOCUMENTS ONSITE	I4.
EMPLOYEE TRAINING FREQUENCY AND RECORDKEEPING TRAINING MUST BE:	
<ul style="list-style-type: none"> • Provided initially for new employees as soon as possible following the date of hire. New employees should not work in an unsupervised position that involves hazardous materials handling and/or hazardous waste management without proper training; • Provided within six months from the date of hire for new employees at a large quantity generator; • Ongoing and provided at least annually; • Amended prior to a change in process or work assignment; • Given upon modification to the Emergency Response/Contingency Plan. 	
Large Quantity Generator Training: Large quantity generators (1,000 kg or more) must retain written plan and documentation of employee training which includes:	
<ul style="list-style-type: none"> • A written description of the type and amount of both initial and ongoing training that will be given to persons filling each job position having responsibility for hazardous waste management and/or emergency response. • The name, job title and job description for each position at the facility related to hazardous waste management. • Current employee training records must be retained until closure of the facility and former employee training records must be retained for at least three years after termination of employment. 	
Small Quantity Generator Training: Small quantity generators (less than 1,000 kg) must include basic hazardous waste management and emergency response procedures but a written employee training plan and training records are not required. In order to show that the facility has met the small quantity generator employee training requirement, an employee training plan and training records may be made available.	
Hazardous Materials Business Plan Training: Businesses must provide initial and annual employee training that includes the content referenced above. The training may be based on the job position and training records must be made available for a period of at least three years.	

Break Time



Resources

CalEPA HMBP Program Overview

<https://calepa.ca.gov/hazardous-materials-business-plan-program/>

CERS Portal Change and New Feature – Hazardous Materials Business Plan Annual Certification (AB1429):

<https://cers.calepa.ca.gov/wp-content/uploads/sites/11/2020/09/CERS-Business-Portal-Help-NEW-Feature-AB1429-Self-Certification-9.15.20.pdf>

AB 1429 CalEPA Webinar Presentation

<https://calepa.ca.gov/wp-content/uploads/sites/6/2020/11/HMBP-Annual-Certification-Webinar-presentation.pdf>

Site Map Templates – Single Building, Multistory Building, Large Facility (under site map)

<https://www.lafd.org/fire-prevention/cupa/hazardous-materials>





Questions?

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