

MONO COUNTY CUPA
 Mono County Health Department
 P.O. Box 3329, Mammoth Lakes, CA 93546 * PHONE: (760) 924-1830 * FAX: (760) 924-1831

Page		of	3
BUSINESS NAME (same as Facility Name of DBA-Doing Business As)			
FACILITY ADDRESS		103	CITY
EMERGENCY RESPONSE PLANS & PROCEDURES – AGENCY NOTIFICATION POST BY PHONE			

Agency Notification: A handler of hazardous materials is required to immediately report any release or threatened release of a hazardous material to the administering agency and the Office of Emergency Services. Note that there is no reportable quantity under California statute. Spills exceeding federal reportable quantities require notification to the National Response Center. If a situation is an emergency, call 911 first.
 * indicates mandatory notification

Agency	Phone Number
1. * Local Emergency Response Agency (if an emergency)	911
2. * Mono County Health Department	(760) 924-1830 or (760) 924-1847
3. * State of California, Office of Emergency Services	(800) 852-7550 or (916) 262-1621
4. National Response Center	(800) 424-8802
5. Other Agencies (<i>Cal OSHA, Regional Board, Air Quality, as applicable</i>)	
_____	()
Name	Phone Number
_____	()
Name	Phone Number
_____	()
Name	Phone Number
_____	()
Name	Phone Number

EMERGENCY INFORMATION REQUIRED:

- | | |
|---|--|
| <ul style="list-style-type: none"> ◆ Name and phone number of person reporting ◆ Name and street address of the business ◆ Location of the incident or threatened release ◆ Type of incident or threatened release ◆ Hazardous materials involved and physical state ◆ Hazards to human health and/or environment | <ul style="list-style-type: none"> ◆ Estimate of the quantity released ◆ Media (soil, water, air) into which release occurred ◆ Precautions to take (if known) ◆ Time and duration of the release ◆ Is the chemical an extremely hazardous substance? ◆ Extent of injuries, if any |
|---|--|

Release reporting citations:

§ 25501. Definitions:
 (r) "Release" means any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment, unless permitted or authorized by a regulatory agency.
 (u) "Threatened release" means a condition creating a substantial probability of harm, when the probability and potential extent of harm make it reasonably necessary to take immediate action to prevent, reduce, or mitigate damages to persons, property, or the environment.

§ 25507. (a) . . . the handler or any employee, authorized representative, agent, or designee of a handler shall, upon discovery, immediately report any release or threatened release of a hazardous material to the administering agency, and to the office, in accordance with the regulations adopted pursuant to Section 25503. Each handler and any employee, authorized representative, agent, or designee of a handler shall provide all state, city, or county fire or public health or safety personnel and emergency rescue personnel with access to the handler's facilities.

§ 25515. Any person or business who violates Section 25507 shall, upon conviction, be punished by a fine of not more than twenty-five thousand dollars (\$25,000) for each day of violation, or by imprisonment in the county jail for not more than one year, or by both the fine and imprisonment. . . . Furthermore, if the violation results in, or significantly contributes to, an emergency, including a fire, to which the county or city is required to respond, the person shall also be assessed the full cost of the county or city emergency response, as well as the cost of cleaning up and disposing of the hazardous materials.

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EMERGENCY RESPONSE PLANS & PROCEDURES – PAGE 1

State law requires your business to complete all sections of the Emergency Response Procedure listed below: For each of the following, **briefly** describe your business standard operating procedures relating to the release or threatened release of hazardous materials located at your facility. You may attach additional pages if necessary, but do not include copies of facility manuals unless requested to do so by this Department. You may reference manuals that are used by your facility for these procedures, but you must still give a brief description of policy.

EVACUATION/NOTIFICATION: Indicate location(s) where employees, customers, visitors, or others on-site are to evacuate in an emergency. Describe how your business will immediately notify people and evacuate the facility in the event of a release or threatened release of hazardous materials. Include the route and meeting place.

PREVENTION/MITIGATION/ABATEMENT: Describe what policies and procedures your business will follow to prevent, reduce, and/or remove the hazard to persons, property, or the environment caused by a release or threatened release of hazardous materials and/or hazardous wastes.

- Reduction of containers on-site if not used or needed.
- Containers are properly labeled and closed when not in use.
- Compressed gas cylinders are properly secured.
- Use of monitoring system. Type:
- Other:

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EMERGENCY RESPONSE PLANS & PROCEDURES – PAGE 2

FACILITY TRAINING PLAN: Describe employee and operator training, including local emergency response coordination, use of facility emergency equipment, and provisions for initial and refresher training. In addition, describe training for hazardous materials/waste handling as required by OSHA. (Check those items that apply and write additional information in the space provided.)

- New employee training.
- Annual training and periodic refresher courses.
- Familiarization with the Emergency Response Plans and Procedures of this Business Plan.
- Other:

EMERGENCY PROCEDURES: Give duties of the Emergency Coordinator and how implementation of Facility Emergency Response will be accomplished (e.g., notification, evacuation, emergency coordination). (Check those items that apply and write additional information in the space provided.)

Emergency Coordinator will:

- Identify potential hazards and determine whether a release has occurred.
- Activate local emergency systems (e.g., manual shutoff devices) and take appropriate immediate actions based on level of training and the ability to act safely.
- Coordinate the notification and evacuation of employees and customers from the facility.
- Make required agency notifications and request needed assistance.
- Assist responding agencies by providing access to the facility and information about the facility.
- Other:

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EMERGENCY RESPONSE PLANS & PROCEDURES – PAGE 3

FACILITY EMERGENCY EQUIPMENT: List facility emergency equipment on-site (fire extinguisher, fire alarms, spill control equipment, SCBA, first aid kits, etc.); include test/maintenance plan. (Check those items that apply and write additional information in the space provided.)

EQUIPMENT	QUANTITY/TYPE	MAINTENANCE SCHEDULE/FREQUENCY
<input type="checkbox"/> Fire Extinguisher(s)		
<input type="checkbox"/> First Aid Kit(s)		
<input type="checkbox"/> Fire Alarm(s)		
<input type="checkbox"/> Spill Control Equipment		
<input type="checkbox"/> Monitoring System		
<input type="checkbox"/> Personal Protective Equipment		
<input type="checkbox"/> Other:		
<input type="checkbox"/> Other:		

FACILITY EARTHQUAKE RESPONSE: Identify areas of the facility and mechanical or other systems that require immediate inspection because of their vulnerability to earthquake-related ground motion (e.g., hazardous materials or waste storage locations, vessels, piping, pipe and tank supports, valves, gauges, etc.). (Check those items that apply and write additional information in the space provided.)

- Chemical Storage Locations – Product and Waste
- Process Vessels
- Above-ground Storage Tanks
- Emergency Shutoff Systems
- Piping and Pipe Supports
- Utility Connections
- Other: _____
- Other: _____

ARRANGEMENTS/AGREEMENTS: Describe any arrangements or agreements that you have with private emergency response teams, waste haulers, disposal companies, recyclers, local hospitals, police, or fire. If you have no arrangements or agreements, state that fact in the space provided. (Check those items that apply and write additional information in the space provided.)

- Hazardous Waste Hauler _____
- Emergency Response Team _____
- Local Hospitals _____
- Other: _____
- No arrangements or agreements at this time

Date: _____