



County of San Diego

HA DANG
AGRICULTURAL COMMISSIONER/
SEALER OF WEIGHTS & MEASURES

DEPARTMENT OF AGRICULTURE WEIGHTS AND MEASURES
9325 HAZARD WAY, STE. 100, SAN DIEGO, CA 92123-1217
(858) 694-2739
FAX (858) 467-9697
<http://www.sdcawm.org>

MEGAN MOORE
ASSISTANT DIRECTOR

2016 Agricultural Hazardous Materials Inventory Program Registration Notice

The Agricultural Hazardous Materials Inventory Program protects public health and the environment from accidental hazardous releases and improper handling and storage of hazardous materials. This is achieved by conducting inventory inspections and business plan reviews. The County Board of Supervisors approved an annual registration fee of **\$100** per site for the Agricultural Hazardous Material Inventory Program. This fee offsets a portion of the costs of conducting regulatory activities and providing information to local fire departments.

Facilities meeting threshold quantities of inventory are required to participate in the program. If your facility stores inventory classified as a hazardous material for use, not waste, in the following or greater amounts, please pay the required fee:

- 55 gallons of a liquid
- 200 cubic feet of compressed gas
- 500 pounds of a solid substance
- A highly toxic compressed gas in any amount
- An extremely hazardous substance

If you reduce the stored quantities of items below the threshold or no longer store them, you are not required to participate in the program. Please contact us for a closeout inspection.

REGISTRATION: Your 2016 registration fee is due upon receipt of this letter. If payment is not received by **February 1, 2016**, collection amounts associated with Small Claims Court and administration costs may result in additional fees.

Please remit the completed registration form and the registration fee in the enclosed envelope.

- pay with a check or money order made out to “*County of San Diego*”
- pay by Visa or MasterCard in person at either Dept. of Agriculture, Weights and Measures location listed below

For more information: Supervising Inspector Delores Brandon at (858) 614-7747 or Delores.Brandon@sdcounty.ca.gov.

You may register in person **Monday through Friday, 1:00 p.m. to 3:00 p.m.**, excluding holidays, at either location:

County of San Diego
Department of Agriculture,
Weights & Measures
9325 Hazard Way
San Diego, CA 92123

Contact Information:
Phone: (858) 694-8980
Fax: (858) 467-9277
Email:
PRP.AWM@SDCounty.ca.gov

County of San Diego
Department of Agriculture,
Weights & Measures
151 E. Carmel Street
San Marcos, CA 92078

IMPORTANT: Remember to read the attached Business Plan/CERS information

2016 Agricultural Hazardous Materials Inventory Program **CERS Information**

On January 1, 2013, a change in state law required unified program facilities to submit facility and hazardous material inventory information using the California Environmental Reporting System (CERS) instead of paper forms. More information about this system can be found at <http://cers.calepa.ca.gov>. The information you enter is accessible to first responders, regulators, and you. Our department has been providing training and assistance to local agricultural businesses that are required to report in CERS.

Since your agricultural business stores hazardous materials above the reportable thresholds, it is your responsibility to maintain the accuracy of your facility information. If you have already done so, we thank you. If you are among the facilities that are not in compliance with this new law requiring electronic reporting, it is your responsibility to login to your CERS account and enter the required information as soon as possible. There are potential fines of up to \$5,000 per day for failing to comply with the CERS requirements. If you need assistance, visit our CERS help page at http://www.sandiegocounty.gov/content/sdc/deh/hazmat/hmd_cers.html or contact our department by e-mail at prp.awm@sdcountry.ca.gov or by telephone at (858) 694-8980.

BUSINESS PLAN CERTIFICATION: Prior to the introduction of CERS, you received a paper Hazardous Materials Business Plan (HMBP) certification form along with your registration form. With CERS in place, registration and certification are now two distinct processes. **Your Business Plan certification must now be submitted electronically in CERS between January 1, 2016 and February 29, 2016 to be in compliance** and avoid violations which may lead to monetary penalties.

Using your CERS account:

- Log into your account and review your business information. If you have forgotten your user name or password, please use the links provided at the CERS website to receive an e-mail reminder.
 - If there are **no changes** to your business information or inventory to report, click the “Start/Edit Submittal” button, “Create All HMBP Submittal Elements” button, “Confirm” button, and “Submit Selected Elements” button. You’re done!
 - If you have **reportable changes**, click the “Start/Edit Submittal” button for of each of the three submittal sections making necessary changes as you go; all three sections are required. When you’re finished making changes, click the “Submit” button then the “Submit Selected Elements” button to complete your submittal.

Having hazardous materials inventory on your property, even when stored properly, poses a potential risk to employees, first responders, and the environment. We want to work with you to consolidate or eliminate stored inventory to reduce potential hazards and save regulatory costs.

For more information: Supervising Inspector Delores Brandon at (858) 614-7747 or Delores.Brandon@sdcountry.ca.gov.