



AUTOMOTIVE REPAIR ENVIRONMENTAL SELF-COMPLIANCE CHECKLIST



Pollution Prevention Assistance for San Diego County

The items noted below are to be used as a guide and do not represent all applicable environmental requirements. Specific section numbers of the California Health and Safety Code (H&SC) Chapters 6.5, 6.7, 6.95; California Code of Regulations (CCR) Titles 19/22/23; and/or the San Diego County Code (SDCC) are indicated in italics. (*DTSC*=State Department of Toxic Substances Control; *HMD*=County Hazardous Materials Division; *TSDF*=Permitted Hazardous Waste Treatment Storage Disposal Facility)

HAZARDOUS MATERIALS AND WASTE REQUIREMENTS:



RECORD KEEPING

- UPF Permit obtained *SDCC 68.905, 1105*
- EPA Identification Number obtained *CCR 66262.12*
- Hazardous waste manifests/receipts and TSDF signed copy on-site for at least 3 years *CCR 66262.40*
- Hazardous waste manifest properly completed *CCR 66262.23*
- Copy of manifest mailed to DTSC w/in 30 days *CCR 66262.23*
- Biennial report sent to DTSC *CCR 66262.41*
- Land Disposal Restriction (LDR) notice on site *CCR 66268.7*
- Exception Report sent to DTSC w/in 45 days of waste disposal if TSDF signed copy not received *CCR 66262.42*

EMPLOYEE TRAINING AND BUSINESS PLAN

- Employees knowledgeable of emergency procedures for response to fires or spills and the safe handling of hazardous materials and waste.
- Refresher training done annually. *CCR 66265.16, H&SC 25509*
Date of last training: _____
- All training records kept for at least 3 years *CCR 66265.16*
- Business Plan (BP) updated, on site and a copy sent to HMD *H&SC 25505, CCR 66265.51,53*
- BP annual certification sent to HMD *H&SC 25505*
- Material Safety Data Sheets (MSDSs) available to employees for all hazardous materials used

STORAGE AND HANDLING

- Work areas clean and free of spills *H&SC 25189.5*
- Spill control equipment available *CCR 66265.32*
- Aisle space not obstructed *CCR 66265.35*
- Waste stored no longer than 90,180, or 270 days *CCR 66262.34*
- Hazardous materials properly labeled *H&SC 25124*
- Hazardous waste container properly labeled *CCR 66262.34*
- Hazardous waste container in good condition and kept closed *CCR 66265.171,173(a)*
- Hazardous waste container(s) properly handled so as not to cause leaks or rupture *CCR 66265.173(b)*
- Damaged hazardous waste container repackaged *CCR 66265.171*
- Used oil not contaminated with other wastes *H&SC 25250.7*

- Used oil filters properly drained, packaged and labeled "Drained Used Oil Filters" with date *CCR 66266.130*
- Used antifreeze container kept closed and properly labeled "Excluded Recyclable Material" and recycled *H&SC 25143.9*
- Damaged lead-acid batteries repackaged *CCR 66266.81*
- Compatible container used to store haz. waste *CCR 66265.172*
- Incompatible waste containers stored separately and no incompatibles in the same container *CCR 66265.177*
- Compressed gas cylinders secured
- Used shop rags kept in closed fireproof container and not saturated
- Saturated rags disposed of as hazardous waste
- Used equipment filters and absorbent disposed of as hazardous waste or tested *CCR 66262.11*
- Ignitable waste at least 50 feet from property line and grounded; "No Smoking" sign posted *CCR 66265.176, .31*
- Facility designed to minimize release *CCR 66265.31*
- Daily inspection of aboveground Used Oil/Antifreeze tank and log kept on site *CCR 66265.195*
- Weekly inspection of hazardous waste storage area and containers to check for leaks or corrosion *CCR 66265.174*

DISPOSAL AND TRANSPORTATION

- No unauthorized disposal of waste *H&SC 25189.5*
- Waste determination made for unknown wastes *CCR 66262.11*
- Hazardous waste legally transported by a registered hauler *H&SC 25163*
- Hazardous waste transported with a manifest *CCR 66262.20*
- Notified the HMD for any on-site treatment of hazardous waste *H&SC 25201*

RELEASE REPORTING

- All releases/threatened releases reported to HMD (the CUPA) (858) 505-6657 *H&SC 25507*

OTHER AGENCY REQUIREMENTS

- Compliance with Air Pollution Control District permit
- Compliance with Fire Department requirements
- Compliance with Sewer/Industrial Waste requirements
- Compliance with Stormwater requirements
- Other _____