Charitable Organizations Workshop 2011

Presented by:

County of San Diego

Dept. of Environmental Health

Hazardous Material Division

May 25, 2011

John Misleh, HMD Supervisor
Keith Waara, HMD EHS III

Announcements

- Breaks – Two breaks at about 10:00 and 11:00
- Bathrooms – Out the door to the left, past the elevators and to the left
- Questions – Just ask along the way and we hope to have time at the end too

Presentation materials

The presentation power point slides from today's workshop is available online at:

http://www.sdcounty.ca.gov/deh/hazmat/hmd_publications.html

Hazardous Materials Division's (HMD) Role

- The HMD has been certified by the California Environmental Agency (CalEPA) as the local Certified Unified Program Agency (CUPA) and is responsible for implementing hazardous materials and waste laws and regulations at the local level
- Inspect and educate businesses and other organizations subject to the CUPA program laws and regulations
- Take enforcement action when serious and appropriate

What's a CUPA?

- Certified Unified Program Agency (CUPA)
- San Diego County HMD is responsible for regulating:
  - Hazardous materials business plans and chemical inventory
  - Hazardous waste and tiered permitting
  - Underground storage tanks
  - Aboveground petroleum storage and risk management plans
  - Medical waste management

HMD Website: http://www.co.san-diego.ca.us/deh//hazmat/hazmat_permits.html

Questions Answered Today

- Why did the HMD decide to provide a FREE compliance workshop?
- Should I choose to accept hazardous chemical donations?
- How do I restrict businesses from donating hazardous chemicals I can't use?
- What are hazardous materials/waste?

Questions Answered Today

- What do I do with the hazardous materials that get left on my doorstep or I can't sell?
- What are the hazardous waste management and universal waste requirements?
- Do I have to get a San Diego County permit or other registrations?
- Will I be inspected by the County?
- What records do I have to create and maintain?

Why did the HMD decide to provide a compliance workshop?

- Retailers donating damaged/broken hazardous materials in with good products
- Charitable organizations feedback to HMD
- Charitable organizations disposing of the hazardous waste to the trash and landfills
- Education is the preferred method to obtain compliance from the regulated community

What you see…is what you get?



Destined for Landfill



What’s your organizations policy on Haz Mats?



Unauthorized Disposal



Unauthorized Disposal



Recent Enforcement Settlements

- Target
- Wal-Mart
- K-mart
- Home Depot
- A product is not a product if it ends up in a landfill.

Should I choose to accept hazardous materials donations?

- The choice is yours
  - Do your homework
  - Know where your responsibilities lie
  - Clarify with your donors what you can use
  - Inspect donations and reject unwanted chemicals
- But sometimes there isn't a choice
  - Unfortunately orphaned hazardous material and waste is the responsibility of the property owner or facility operator.

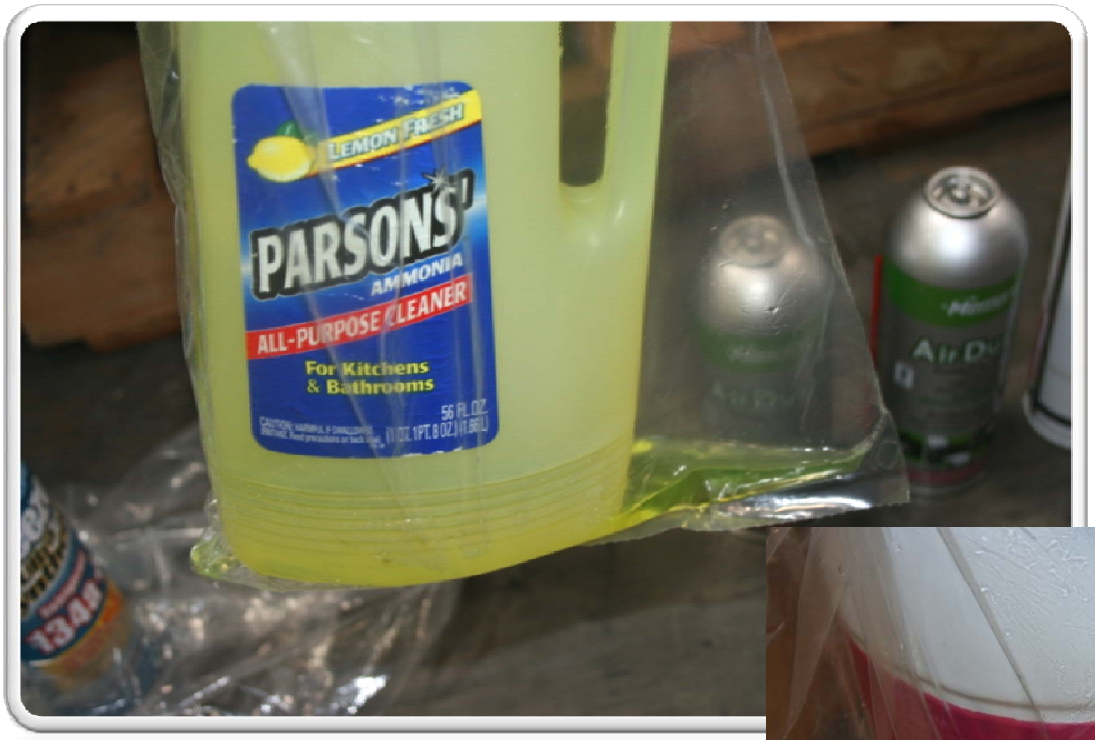
Hopefully this doesn’t show on your doorstep…



Top 7 recommendations:
Type of donations not to accept or avoid



Leaking Containers



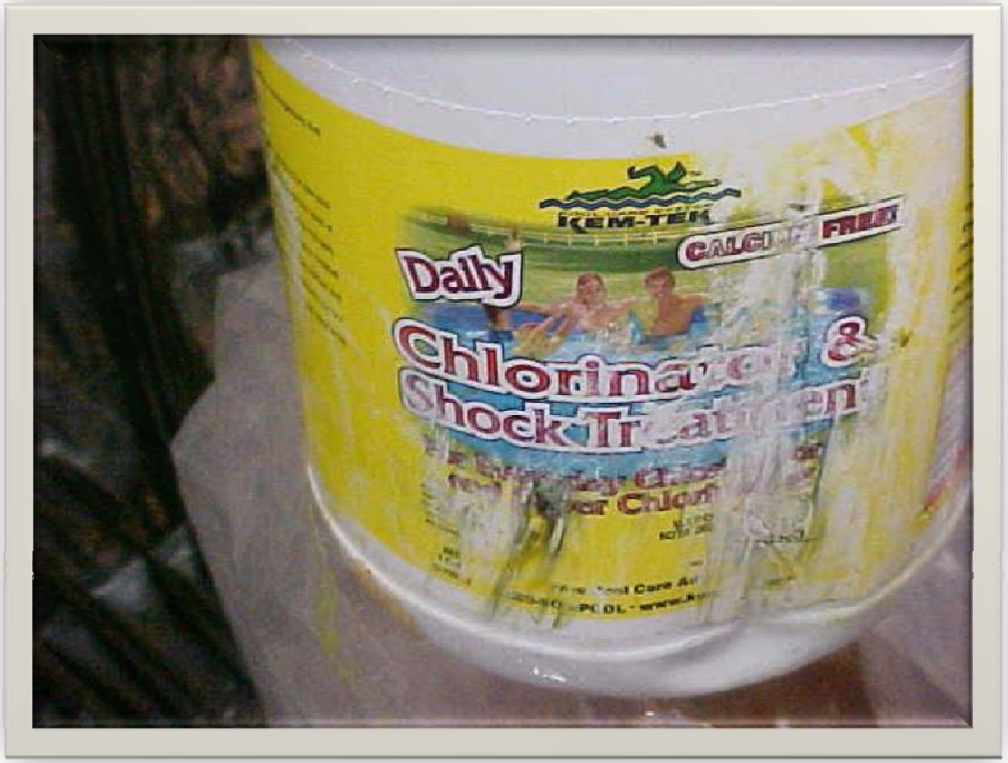


Damaged containers (not leaking)



Containers without labels or deteriorated labels
Containers where the contents are unknown





Aerosol spray cans without nozzles or not working





Avoid recalled or banned chemical substances or products

http://www.saferproducts.gov/



Example of a recent cleaner recall



Broken electronics devices





Products your organization cannot use or sell





If you accept donations without inspecting first



You might get….

- Containers in a language you can't read
- Containers that are broken, damaged, leaking and missing labels.
- Products you can't use

What are some of the hazardous materials/waste we're talking about?



Common examples of Ignitable Hazardous Merchandise

Flammable liquids having a flashpoint less than 140 degrees F.

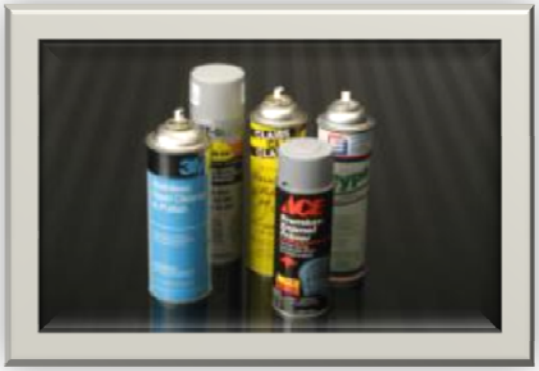


- Gasoline, fuels
- White gas/Coleman Lantern Fuel (kerosene)
- Lighter fluid (butane)
- Nail polish Remover (acetone)
- Rubbing alcohol (isopropyl alcohol)
- Perfumes and other fragrances including tester strips (alcohol)
- Mouthwashes (alcohol)
- Hard liquors such as high-proof Whiskey and Vodka (ethanol)

Common examples of Ignitable Hazardous Merchandise

Ignitable Compressed Gases

- Aerosol cans (approximately 85% of all aerosol cans utilize LPG as the propellant)
- Furniture polishes
- Household cleaners/ disinfectants/ air fresheners
- Personal care products
- Sunscreens and tanning solutions



Ignitable Compressed Gases Cont'd



- Spray paints
- Spray adhesives and sealants
- Brake, carburetor cleaners and polishes
- LPG cylinders
  - Camp-stove/lantern cylinders and BBQ/space heater type
- Specialized gasses used in industrial and medical settings, such as acetylene used for welding



Common examples of Ignitable Hazardous Merchandise

Chemicals that are oxidizers.

- Pool and spa chlorinators and “shock treatments”
- Strong bleach solutions
- Liquid oxygen cylinders
- Certain chemicals, such as potassium permanganate
- Water treatment chemicals
  - Ferric chloride
  - Oxidizing acids such as nitric acid and aqua regia.

Common examples of Corrosive Hazardous Merchandise

Liquids that are strongly acidic (pH <2) or strongly alkaline (pH >12.5)

- Swimming pool acid (muriatic acid, aka hydrochloric acid)
- Battery acid (sulfuric acid)
- Oven cleaners
- Aluminum wheel cleaners
- Aluminum etching/cleaning solutions.





Common examples of Corrosive Hazardous Merchandise

Solids when mixed with water, produce strongly acidic (pH <2) or strongly alkaline solutions (pH >12.5)

- Swimming pool acid - Dry Acid (sodium bisulfite),
- Swimming pool chlorinators (e.g., calcium hypochlorite)
- Lime containing soil amendments
- Alkaline batteries
- Drain cleaners (lye or NaOH)
- Cement powder



Common examples of Reactive Hazardous Merchandise

Merchandise that explodes or that reacts violently or release toxic gasses when wetted

- Gun powder
- Blasting caps
- Ammunition



- Isocyanate containing part A/B resins
- Cyanide containing materials
- Large lithium-ion batteries.

Common examples of Toxic Hazardous Merchandise

Merchandise that is (or that contains) substances that are toxic to mammals or fish or that contain certain heavy metals or carcinogens above numerical thresholds listed in section 66261.24.



- Electronic devices
- Most batteries
- Some magnetic recording media
- Photographic films
- Some photographic papers
- Some photographic and printing solutions

Common examples of Toxic Hazardous Merchandise (cont'd)

- Most light bulbs
- Most pesticides and wood preservatives
- Some preserved wood products
- Some adhesives
- Many paints, varnishes, finishes, and paint thinners
- Paint pigments and inks
- Some household cleaners
- Some petroleum products
- Some personal care products
- Some pharmaceuticals



When are these products waste?

- Declared waste by the generator
  - The material is no longer wanted or has value. The organization intent is to discard.
- Declared waste by statute or regulation
  - The material label comes off or illegible for greater than 10 days
  - The material container becomes damaged or deteriorated for greater than 96 hours and is not repackaged into sound containers.

What does the Material Safety Data Sheet (MSDS) say?

- A MSDS is done by the distributor or manufacturer of the chemical product to inform users, workers, etc., as to any hazardous properties of their product.
- MSDSs do have some limitations and maybe incomplete or old.

NIH's website with some common household products, MSDS information is at:

http://householdproducts.nlm.nih.gov/

This database links over 10,000 consumer brands to the health effects listed in Material Safety Data Sheets (MSDS) provided by manufacturers.

Waste Classification

- Must be done by the generator at the point of waste generation
- Hazardous waste (HW)is either:

  Listed or Characteristic

  - If it is a characteristic HW
    - ignitable, corrosive, reactive or toxic http://www.dtsc.ca.gov/LawsRegsPolicies/Title22/upload/OEARA_REG_Title22_Ch11_Art3.pdf
  - If it is a listed HW
    - F, K, P, U, or M http://www.dtsc.ca.gov/LawsRegsPolicies/Title22/upload/OEARA_REG_Title22_Ch11_Art4.pdf
- Generator must be able to properly segregate hazardous waste by hazardous properties

Waste Classifications - Characteristic

- Ignitable
  - flash point less than 140 °F
- Corrosive
  - pH less than or equal 2 or greater than or equal to 12.5

Waste Classifications - Characteristic

- Reactive
  - unstable and readily undergoes violent change without detonating
  - it reacts violently with water
  - it forms potentially explosive mixtures with water
  - when mixed with water, it generates toxic gases, vapors or fumes
  - it can be cyanide or sulfide bearing waste

Waste Classifications - Characteristic

- Toxicity
  - Toxic metals (17), e.g., lead, mercury, cadmium, etc.
  - Bioaccumulative and Persistent
  - Oral
  - Dermal
  - Inhalation
  - Fish toxicity

http://www.dtsc.ca.gov/LawsRegsPolicies/Title22/upload/OEARA_REG_Title22_Ch11_Art3.pdf

Waste Classification in California

Educational Resource

This link is to a self paced course to familiarize you with the hazardous waste classification requirements in California's laws and regulations. Once completed, you will have the information and resources to tell whether a waste is hazardous to ensure its proper management (i.e., storage, transport, treatment, disposal).

http://ccelearn.csus.edu/wasteclass/intro/intro_01.html

When do I have to get a San Diego County permit?

Certified Unified Program Agency (CUPA) permit is required within 30 days of:

- Generating **any** amount of hazardous waste or medical waste.
- Storing equal to or greater than 55 gallons, 200 cubic feet, and/or 500 pounds of a hazardous material.
  - Aggregate containers of the same substance, or in any one container

CUPA permit application

II. ACTIVITIES DECLARATION NOTE: If you check YES to any part of this list, please submit the Business Owner/Operator Identification page.		
Does your facility…	If Yes, please complete these pages of the UPCF….	
A. HAZARDOUS MATERIALS Have on site (for any purpose) hazardous materials at or above 55 gallons for liquids, 500 pounds for solids, or 200 cubic feet for compressed gases (include liquids in ASTs and USTs); or the applicable Federal threshold quantity for an extremely hazardous substance specified in 40 CFR Part 355, Appendix A or B; or handle radiological materials in quantities for which an emergency plan is required pursuant to 10 CFR Parts 30, 40 or 70?	☐ YES ☐ NO 4	HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION HM-9703
B. REGULATED SUBSTANCES Have Regulated Substances stored onsite in quantities greater than the threshold quantities established by the California Accidental Release prevention (CalARP) Program?	☐ YES ☐ NO 4a	Coordinate with your local agency responsible for CalARP. (Risk Management Plan)
C. UNDERGROUND STORAGE TANKS (USTs) Own or operate underground storage tanks?	☐ YES ☐ NO 5	UST FACILITY (Formerly SWRCB Form A) HM-9715 UST TANK (one page per tank-Formerly Form B) HM-9717
D. ABOVE GROUND PETROLEUM STORAGE Store greater than or equal to 1,320 gallons of petroleum products (new or used) in above ground tanks or containers?	☐ YES ☐ NO 8	NO ADDITIONAL FORM REQUIRED TO CUPAs (see ft. on back)
E. HAZARDOUS WASTE		
▪ Generate hazardous waste?	☐ YES ☐ NO 9	EPA ID NUMBER – provide at the top of page
▪ Recycle more than 100 kg/month of excluded or exempted recyclable materials (per HSC 25143.2)?	☐ YES ☐ NO 10	RECYCLABLE MATERIALS REPORT (one per recycler) HM-9713
▪ Treat hazardous waste on site?	☐ YES ☐ NO 11	ONSITE HAZARDOUS WASTE TREATMENT – FACILITY HM-9705 ONSITE HAZARDOUS WASTE TREATMENT – UNIT (one page per unit) HM-9706
▪ Treatment subject to financial assurance requirements (for Permit by Rule and Conditional Authorization)?	☐ YES ☐ NO 12	CERTIFICATION OF FINANCIAL ASSURANCE HM-9707
▪ Consolidate hazardous waste generated at a remote site?	☐ YES ☐ NO 13	REMOTE WASTE / CONSOLIDATION SITE ANNUAL NOTIFICATION HM-9714
▪ Need to report the closure/removal of a tank that was classified as hazardous waste and cleaned onsite?	☐ YES ☐ NO 14	HAZARDOUS WASTE TANK CLOSURE CERTIFICATION HM-9704
▪ Generate in any single calendar month 1,000 kilograms (kg) (2,200 pounds) or more of federal RCRA hazardous waste, or generate in any single calendar month, or accumulate at any time, 1 kg (2.2 pounds) of RCRA acute hazardous waste; or generate or accumulate at any time more than 100 kg (220 pounds) of spill cleanup materials contaminated with RCRA acute hazardous waste?	☐ YES ☐ NO 14a	Obtain federal EPA ID Number, file Biennial Report (EPA Form 8700-13A/B), and satisfy requirements for RCRA Large Quantity Generator.
▪ Household Hazardous Waste (HHW) Collection site?	☐ YES ☐ NO 14b	See CUPA for required forms.
F. LOCAL REQUIREMENTS		15
▪ MEDICAL WASTE Generate <200 lbs/month of Medical/Biohazardous Waste? Generate ≥200 lbs/month of Medical/Biohazardous Waste? Generate ≥200 lbs/month of Medical/Biohazardous Waste and treat any amount of medical waste?	☐ YES ☐ NO ☐ YES ☐ NO ☐ YES ☐ NO	
▪ HANDLE TOXIC GASES with threshold limit value (TLV) ≤ 10 ppm in any quantity?	☐ YES ☐ NO	

www.sdcdeh.org

Do I have to obtain a EPA ID #? What type?

An EPA ID number is needed if you generate any amount of a regulated hazardous waste and for large quantity universal waste handler's (handling 5,000 kg or more of universal waste at one time).

- California Permanent EPA ID Numbers
  Businesses that generate waste on an ongoing basis must have a permanent EPA ID number.
  - Complete the required application, DTSC Form 1358. http://www.dtsc.ca.gov/HazardousWaste/upload/GISS_-FORM_1358.pdf
  - There is no fee to obtain a permanent ID number if a small business.
  - Permanent EPA ID numbers cannot be obtained by phone.

Do I have to obtain a EPA ID #? Federal EPA number?

- Federal (RCRA) ID Numbers
  Waste regulated by the federal government under the Resource Conservation and Recovery Act is known as "RCRA waste."
- If a business generates more than 1 kilogram of RCRA acutely hazardous waste per month or more than 100 kilograms of other RCRA waste per month, they must have a federal ID number that is issued by U.S. EPA.
- http://www.epa.gov/wastes/inforesources/data/form8700/8700-12.pdf

Temporary EPA number?

- California Temporary EPA ID Numbers
  Temporary ID numbers (90-day numbers) are issued to people or businesses that do not routinely generate hazardous waste.
  - Call (800) 618-6942 to get a temporary ID number. Hours are Monday through Friday 8:15 to 4:45.
  - To get a temporary ID number, for a spill after hours, call (800) 852-7550.
  - There is no fee to obtain a temporary ID number.

Hazardous waste generator status

- Conditionally Exempt Small Quantity Generator (CESQG) – Generates equal to or less than 27 gal, 100 kg, or 220 lbs per month
- Small Quantity Generator (SQG) - Generates equal to or less than 270 gal, 1000 kg, or 2200 lbs per month
- Large Quantity Generator (LQG) - Generates more than 270 gal, 1000 kg, or 2200 lbs per month

Hazardous waste generator regulations

Good summary guidance of the State's regulations:

http://www.dtsc.ca.gov/HazardousWaste/upload/HWM_FS_Generator_Requirements.pdf

A "generator" is any person, by site, whose act or process produces hazardous waste or whose act first causes a hazardous waste to become subject to regulation. (Title 22, Cal. Code Regs., section 66260.10)

How long can I accumulate Hazardous Waste?

Generator status matters

- **CESQG's** The accumulation start date is when the **first 100 kg** (27 gallons) of waste has been accumulated. Waste may be stored on site up to 180 days of the accumulation start date.
- **SQG –** The accumulation start date is when the first **drop** has been accumulated. Waste may be stored on site up to 180 days (or up to 270 days if waste is shipped offsite more than 200 miles for disposal).
- **LQG –** The accumulation start date is when the first **drop** of waste has been accumulated. Waste may be stored on site up to 90 days

Hazardous Waste Management

- Accumulate the waste in compatible closed containers



Hazardous Waste Management

- Label the hazardous waste containers



This label must also have:

1. Name and address of the waste generator
2. Waste composition
3. Hazardous properties of the waste
4. Physical state
5. Waste accumulation <u>start date</u>

Hazardous Waste Management

Have and use if needed:

- spill equipment
- fire control equipment
- decontamination equipment

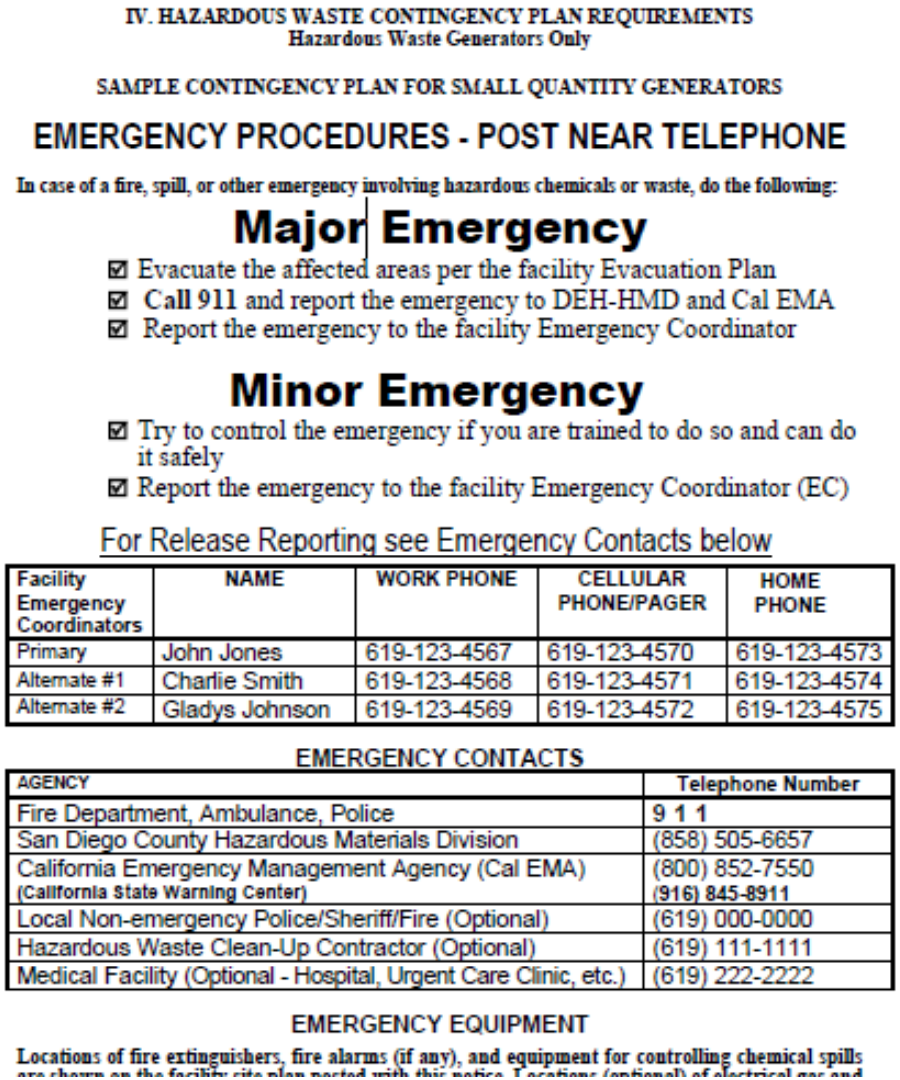


What if I don't know what the waste is?

- Is it an Emergency? If you have knowledge that, or there is an observable hazardous material/waste threat or risk to health or the environment, or is unsafe (examples; is producing a toxic, noxious fume; affects breathing; skin irritated, eyes burning, staff are getting sick, etc.):
  - phone 911
- Not an emergency or threat?
  - Safely segregate the material/waste
- Proper waste classification must be made
  - Recommend seeking assistance from a trained professional (e.g., hazardous waste transporter, environmental consultant, trained staff)

Hazardous Waste Management

- Have and implement a emergency contingency plan if needed



IV. HAZARDOUS WASTE CONTINGENCY PLAN REQUIREMENTS
Hazardous Waste Generators Only

SAMPLE CONTINGENCY PLAN FOR SMALL QUANTITY GENERATORS

EMERGENCY PROCEDURES - POST NEAR TELEPHONE

In case of a fire, spill, or other emergency involving hazardous chemicals or waste, do the following:

Major Emergency

- ☑ Evacuate the affected areas per the facility Evacuation Plan
- ☑ Call 911 and report the emergency to DEH-HMD and Cal EMA
- ☑ Report the emergency to the facility Emergency Coordinator

Minor Emergency

- ☑ Try to control the emergency if you are trained to do so and can do it safely
- ☑ Report the emergency to the facility Emergency Coordinator (EC)

For Release Reporting see Emergency Contacts below

Facility Emergency Coordinators	NAME	WORK PHONE	CELLULAR PHONE/PAGER	HOME PHONE
Primary	John Jones	619-123-4567	619-123-4570	619-123-4573
Alternate #1	Charlie Smith	619-123-4568	619-123-4571	619-123-4574
Alternate #2	Gladys Johnson	619-123-4569	619-123-4572	619-123-4575

EMERGENCY CONTACTS

AGENCY	Telephone Number
Fire Department, Ambulance, Police	9 1 1
San Diego County Hazardous Materials Division	(858) 505-6657
California Emergency Management Agency (Cal EMA) (California State Warning Center)	(800) 852-7550 (916) 845-8911
Local Non-emergency Police/Sheriff/Fire (Optional)	(619) 000-0000
Hazardous Waste Clean-Up Contractor (Optional)	(619) 111-1111
Medical Facility (Optional - Hospital, Urgent Care Clinic, etc.)	(619) 222-2222

EMERGENCY EQUIPMENT

Locations of fire extinguishers, fire alarms (if any), and equipment for controlling chemical spills

Spill Reporting

- Two types of hazardous materials releases that must be reported;
  - a threatened release
  - a significant release

Examples of significant releases

- Hazardous material releases that exceed reportable quantities, or
- Result in an emergency response, or
- Cause injury, or
- Goes offsite, or
- Are released into the environment, or
- Causes an evacuation

Examples of Releases within a facility's boundaries that that may not be significant

- Present no health or safety hazard, or
- Do not harm environment, or
- Do not enter atmosphere, or
- Are completely contained onsite, or
- Are completely recovered or removed quickly, or
- Does not require additional personal protective equipment (PPE) to be worn.

Where do we put the leakers? …or the spills?



Spills must be properly classified

- Waste determination must be made of the spill residue
- Listed hazardous waste will remain listed
- Characteristic hazardous waste must be properly evaluated and classified
- Generator can declare the spill residue hazardous waste.

Spill Reporting

- Call 911 for emergency assistance. This usually results in a fire department response
- Call California Emergency Management Agency (Cal/EMA), 800-852-7550, 916-845-8991
- Call the local CUPA at 858-505-6657
- If a release exceeds the federal reportable quantity (RQ), call the National Response Center (NRC), 800-424-8802.

http://www.oes.ca.gov/WebPage/oeswebsite.nsf/ClientOESFileLibrary/Hazardous%20Materials/$file/Spill%20Notification%20Booklet%20Aug-2010.pdf

Hazardous Waste Transportation

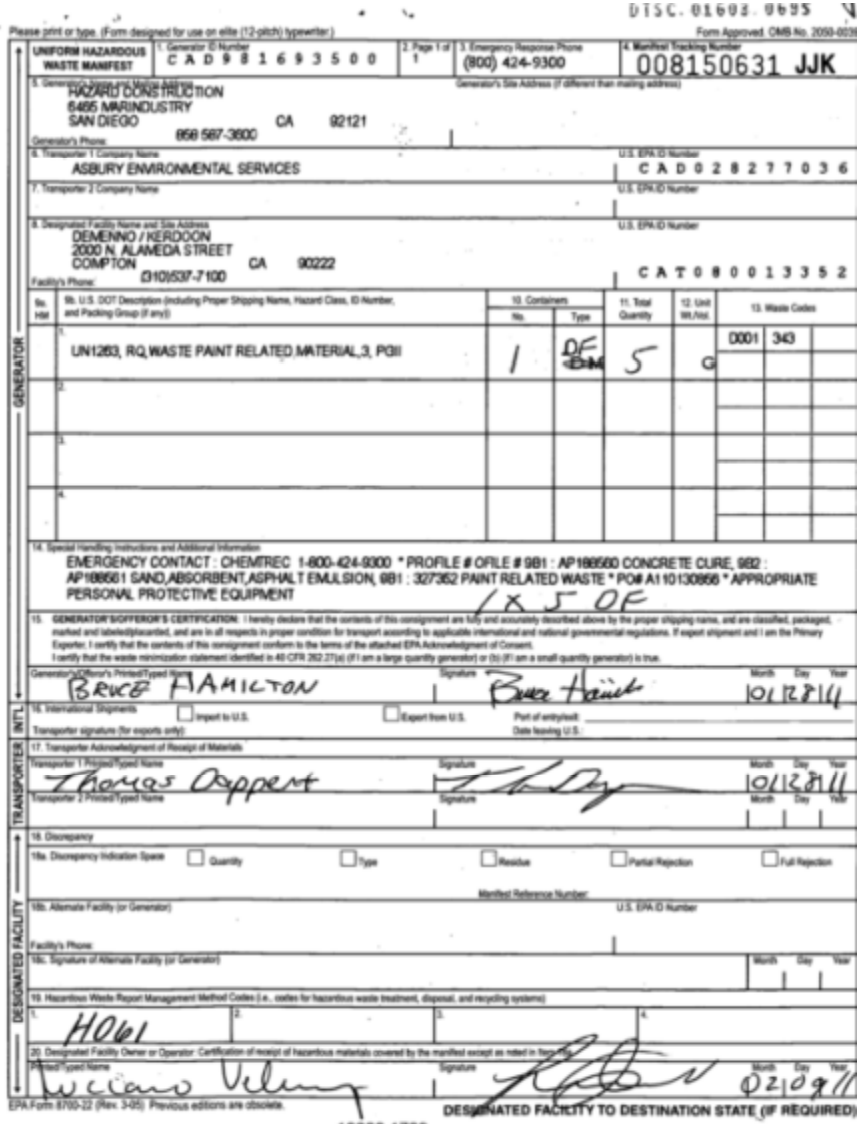
- Use a California DTSC registered hazardous waste transporter to ship the waste offsite for disposal.



http://www.dtsc.ca.gov/HazardousWaste/Transporters/index.cfm

Hazardous Waste Management

- Maintain signed Treatment, Storage, and Disposal Facility (TSDF) manifest copy's of hazardous waste manifests onsite for 3 years.



DISC. 01603. 0695

Please print or type. (Form designed for use on elite (12-pitch) typewriter.) Form Approved. OMB No. 2050-0039

UNIFORM HAZARDOUS WASTE MANIFEST | 1. Generator ID Number: CAD981693500 | 2. Page 1 of 1 | 3. Emergency Response Phone: (800) 424-9300 | 4. Manifest Tracking Number: 008150631 JJK

5. Generator's Name and Mailing Address: HAZARD CONSTRUCTION, 6495 MARINDUSTRY, SAN DIEGO CA 92121. Generator's Phone: 858 587-3600. Generator's Site Address (if different than mailing address):

6. Transporter 1 Company Name: ASBURY ENVIRONMENTAL SERVICES. U.S. EPA ID Number: CAD028277036

7. Transporter 2 Company Name: U.S. EPA ID Number:

8. Designated Facility Name and Site Address: DEMENNO / KERDOON, 2000 N. ALAMEDA STREET, COMPTON CA 90222. Facility's Phone: (310)537-7100. U.S. EPA ID Number: CAT080013352

No.	9a. HM	9b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any))	10. Containers No.	10. Containers Type	11. Total Quantity	12. Unit Wt./Vol.	13. Waste Codes		
1.		UN1263, RQ,WASTE PAINT RELATED MATERIAL,3, PGII	1	DF DM	5	G	D001	343	
2.									
3.									
4.									

14. Special Handling Instructions and Additional Information: EMERGENCY CONTACT : CHEMTREC 1-800-424-9300 * PROFILE # OFILE # 981 : AP188560 CONCRETE CURE, 982 : AP188561 SAND,ABSORBENT,ASPHALT EMULSION, 981 : 327362 PAINT RELATED WASTE * PO# A10130866 * APPROPRIATE PERSONAL PROTECTIVE EQUIPMENT 1 X 5 OF

15. GENERATOR'S/OFFEROR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. If export shipment and I am the Primary Exporter. I certify that the contents of this consignment conform to the terms of the attached EPA Acknowledgment of Consent. I certify that the waste minimization statement identified in 40 CFR 262.27(a) (if I am a large quantity generator) or (b) (if I am a small quantity generator) is true.

Generator's/Offeror's Printed/Typed Name: BRUCE HAMILTON. Signature: Bruce Hamilton. Month Day Year: 10 17 14

INTL: 16. International Shipments: ☐ Import to U.S. ☐ Export from U.S. Port of entry/exit: Date leaving U.S.: Transporter signature (for exports only):

TRANSPORTER: 17. Transporter Acknowledgment of Receipt of Materials. Transporter 1 Printed/Typed Name: Thomas Oppert. Signature. Month Day Year: 10 17 14. Transporter 2 Printed/Typed Name: Signature: Month Day Year:

DESIGNATED FACILITY: 18. Discrepancy. 18a. Discrepancy Indication Space: ☐ Quantity ☐ Type ☐ Residue ☐ Partial Rejection ☐ Full Rejection. Manifest Reference Number:

18b. Alternate Facility (or Generator): U.S. EPA ID Number: Facility's Phone:

18c. Signature of Alternate Facility (or Generator): Month Day Year:

19. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems):

1.	2.	3.	4.
H061			

20. Designated Facility Owner or Operator: Certification of receipt of hazardous materials covered by the manifest except as noted in Item 18a. Printed/Typed Name: William Vilmy. Signature. Month Day Year: 02 09 11

EPA Form 8700-22 (Rev. 3-05) Previous editions are obsolete. DESIGNATED FACILITY TO DESTINATION STATE (IF REQUIRED)

10880.1729

Hazardous Waste Transportation

Where do Generators send manifests copies? Generators must make a readable and legible copy of the manifest and mail it to:

DTSC Generator Manifests
P.O. Box 400
Sacramento, CA 95812-0400

Hazardous Waste Transportation

- **Generators must use a manifest or a consolidated manifest to transport waste offsite.**
- Exceptions:
  - CESQG's can self transport used oil to certified collection centers (e.g., auto parts store)
    - With prior approval from the receiver
      - Largest capacity 55 gal
    - Without prior approval from the receiver
      - No more than 20 gal total in 5 gal or smaller containers
  - CESQG's can transport to a CESQG program, **by appointment only.**
    - Max 100 kg or 1kg per month
    - Max 5 gal/50 lbs of hazardous waste per trip
    - Max 2.2 lbs of acutely hazardous waste per trip

    See this website for initial information:
    http://www.sdcounty.ca.gov/deh/hazmat/chd_hhw_smallbus.html

Personnel Training

- A personnel training program shall be designed to ensure that employees are able to respond effectively to emergencies. This is to be accomplished by familiarizing the employees with emergency procedures, emergency equipment, and emergency systems, including where applicable:
- Response to spills, fires, or explosions
- Emergency notification procedures

Personal Protective Equipment (PPE)



Personal Protective Equipment (PPE)

At minimum it's recommended to use:

- Gloves
  - Nitrile
- Goggles
  - Safety glasses



What are hazardous materials?

- Hazardous Materials: Division 20, Ch. 6.95 Health and Safety Code (HSC) definition:
- Hazardous Materials means any material that, 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.

Hazardous Materials Requirements

- A Hazardous Materials Business Plan (HMBP) may be required to be prepared and submitted to the HMD if that business uses, handles, or stores a hazardous material (including hazardous waste) or an extremely hazardous material in discloseable quantities greater than or equal to the following:
  - 500 pounds of a solid substance
  - 55 gallons of a liquid
  - 200 cubic feet of compressed gas
- Hazardous compressed gases in any amount (highly toxic with a Threshold Limit Value of 10 parts per million or less)
- Extremely hazardous substances in threshold planning quantities

Hazardous Materials Business Plan (HMBP)

The HMBP includes three sections:

1. Inventory and Site Map
2. Emergency Response Plan and Owner/Operator Identification
3. Employee Training description

The business plan format and official forms to use are online at:

http://www.co.san-diego.ca.us/deh/hazmat/hmd_hmbp_sections.html

Inventory and Site Map

- Complete and submit Hazardous Materials Inventory – Chemical Description form HM-9703 for each hazardous substance onsite equal to or greater than threshold quantities (55 gal., 500 lbs, 200 cf)
- Complete and submit a facility site map that has a symbol for each hazardous material location.
- Include other required symbols on the Site Map. See example.

Chemical Inventory form

COUNTY OF SAN DIEGO CUPA
DEPARTMENT OF ENVIRONMENTAL HEALTH
HAZARDOUS MATERIALS DIVISION
P.O. BOX 129261, SAN DIEGO, CA 92112-9261
(858) 505-6880 FAX (858) 505-6848

____/____/____
Date Submitted

HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION
(One page per material per building or area)

☒ ADD ☐ DELETE ☐ REVISE 200 Page 1 of 1

I. FACILITY INFORMATION

BUSINESS NAME (Same as FACILITY NAME or DBA – Doing Business As) 3
Joe's Automotive Repair

CHEMICAL LOCATION 201
SEE SITE MAP/PLAN

CHEMICAL LOCATION CONFIDENTIAL EPCRA 202 ☒ YES ☐ NO

FACILITY ID # 3 7 0 0 0 1 2 3 4 5 6[1]

MAP# (optional) 203 *NOT USED*

GRID# (optional) 204 *NOT USED*

I. CHEMICAL INFORMATION

CHEMICAL NAME 205
Ethylene Glycol

TRADE SECRET 206 ☐ YES ☒ NO
If Subject to EPCRA, refer to instructions

COMMON NAME 207
Antifreeze

EHS* 208 ☐ YES ☒ NO

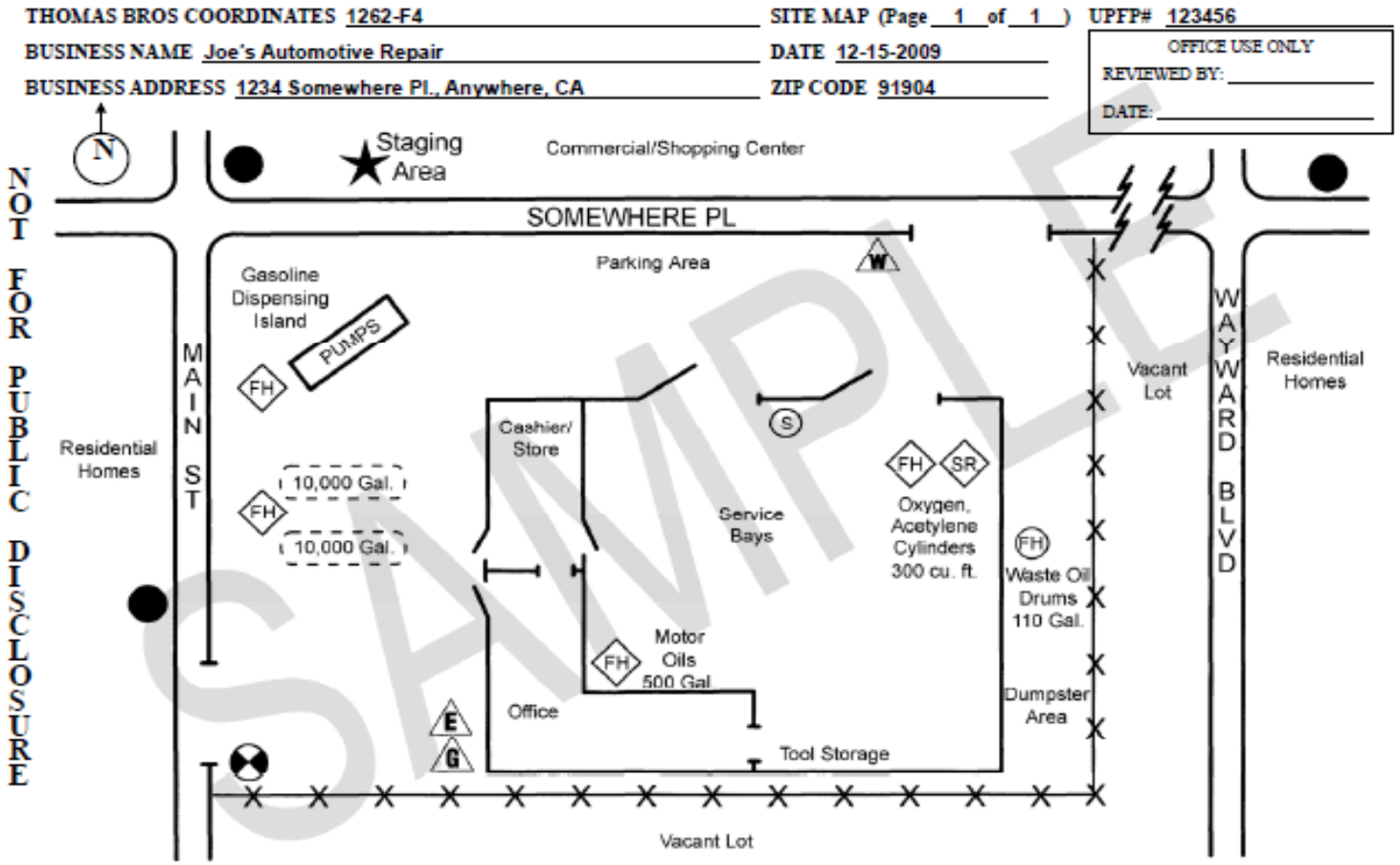
CAS# 209
107-21-1

*If EHS is "Yes", all amounts below must be in lbs.

FIRE CODE HAZARD CLASSES (Complete if required by CUPA) 210

www.sdcdeh.org

Example Site Map



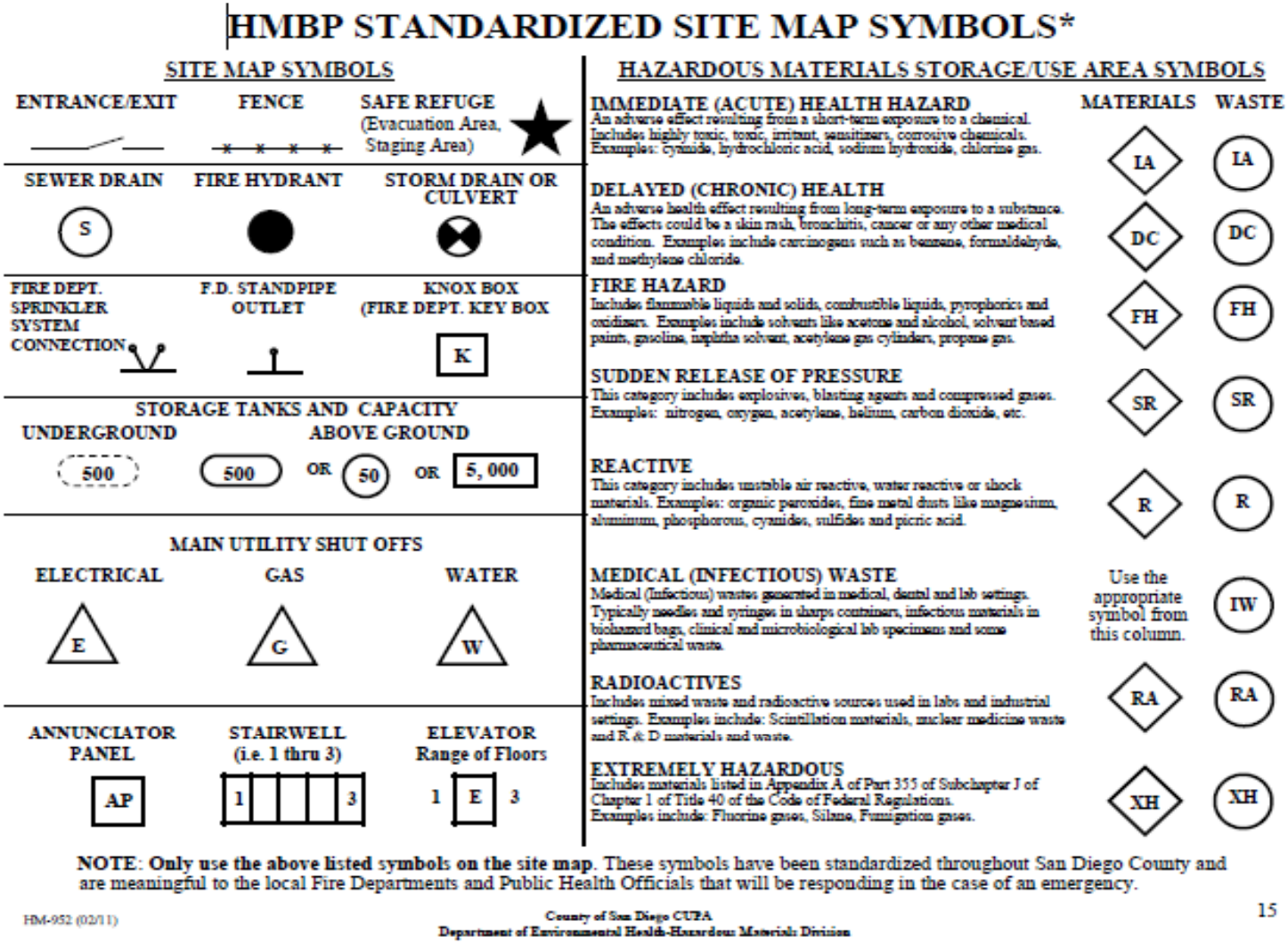
HM-952 (02/11)

County of San Diego CUPA
Department of Environmental Health-Hazardous Materials Division

16

www.sdcdeh.org

Standardized Symbols



HMBP STANDARDIZED SITE MAP SYMBOLS*

SITE MAP SYMBOLS

ENTRANCE/EXIT

FENCE

SAFE REFUGE (Evacuation Area, Staging Area)

SEWER DRAIN — S

FIRE HYDRANT

STORM DRAIN OR CULVERT

FIRE DEPT. SPRINKLER SYSTEM CONNECTION

F.D. STANDPIPE OUTLET

KNOX BOX (FIRE DEPT. KEY BOX) — K

STORAGE TANKS AND CAPACITY

UNDERGROUND — 500

ABOVE GROUND — 500 OR 50 OR 5,000

MAIN UTILITY SHUT OFFS

ELECTRICAL — E

GAS — G

WATER — W

ANNUNCIATOR PANEL — AP

STAIRWELL (i.e. 1 thru 3) — 1 3

ELEVATOR Range of Floors — 1 E 3

HAZARDOUS MATERIALS STORAGE/USE AREA SYMBOLS

	MATERIALS	WASTE
IMMEDIATE (ACUTE) HEALTH HAZARD An adverse effect resulting from a short-term exposure to a chemical. Includes highly toxic, toxic, irritant, sensitizers, corrosive chemicals. Examples: cyanide, hydrochloric acid, sodium hydroxide, chlorine gas.	IA	IA
DELAYED (CHRONIC) HEALTH An adverse health effect resulting from long-term exposure to a substance. The effects could be a skin rash, bronchitis, cancer or any other medical condition. Examples include carcinogens such as benzene, formaldehyde, and methylene chloride.	DC	DC
FIRE HAZARD Includes flammable liquids and solids, combustible liquids, pyrophorics and oxidizers. Examples include solvents like acetone and alcohol, solvent based paints, gasoline, naphtha solvent, acetylene gas cylinders, propane gas.	FH	FH
SUDDEN RELEASE OF PRESSURE This category includes explosives, blasting agents and compressed gases. Examples: nitrogen, oxygen, acetylene, helium, carbon dioxide, etc.	SR	SR
REACTIVE This category includes unstable air reactive, water reactive or shock materials. Examples: organic peroxides, fine metal dusts like magnesium, aluminum, phosphorous, cyanides, sulfides and picric acid.	R	R
MEDICAL (INFECTIOUS) WASTE Medical (Infectious) wastes generated in medical, dental and lab settings. Typically needles and syringes in sharps containers, infectious materials in biohazard bags, clinical and microbiological lab specimens and some pharmaceutical waste.	Use the appropriate symbol from this column.	IW
RADIOACTIVES Includes mixed waste and radioactive sources used in labs and industrial settings. Examples include: Scintillation materials, nuclear medicine waste and R & D materials and waste.	RA	RA
EXTREMELY HAZARDOUS Includes materials listed in Appendix A of Part 355 of Subchapter J of Chapter 1 of Title 40 of the Code of Federal Regulations. Examples include: Fluorine gases, Silane, Fumigation gases.	XH	XH

NOTE: Only use the above listed symbols on the site map. These symbols have been standardized throughout San Diego County and are meaningful to the local Fire Departments and Public Health Officials that will be responding in the case of an emergency.

HM-952 (02/11)

County of San Diego CUPA
Department of Environmental Health-Hazardous Materials Division

15

www.sdcdeh.org

Emergency Response Plan

HAZARDOUS MATERIALS BUSINESS PLAN

II. EMERGENCY RESPONSE PLAN

SAMPLE

Date: MONTH-DAY-YEAR
UPFP#: 123456

1. Business Name: JOE'S AUTOMOTIVE REPAIR
2. Business Site Address: 1000 FIRST AVENUE, ANY CITY, CA 92000
3. Business Telephone: (619) 555-1212 24-Hour: (619) 555-1255
4. Brief description of product manufactured and/or service provided: AUTO REPAIR
5. Evacuation Procedures: Notify employees to evacuate by shouting or fire alarm. Employees will exit through nearest exterior door and meet at staging area located across Fern street in front of grocery store. Emergency Coordinators will be available at staging area to assist Emergency Responders.
6. Notification Procedures: In the event of a release or threatened release of a hazardous material the following agencies are to be notified.

	Phone #
A. Local Emergency Response Agencies	911
B. Hazardous Materials Division (HMD)	(858) 505-6657 (after hours: follow recorded instructions)
C. ~~California Emergency Management Agency~~ (CalEMA) (California State Warning Center)	(916) 845-8911; (800) 852-7550

Name of person(s) responsible for completing notifications: JOE JONES/JOHN SMITH

Describe notification procedures:

- Notify agencies and call Clean-Up contractor as needed.

Contractor's Name/Phone: Select a Clean-Up contractor and indicate Name & Phone No.

Emergency Procedures: Main Concerns: Fire Or Chemical Spill.

FIRE

- Evacuate site if necessary.
- Employees will notify local fire department.
- If safe, employees will shut off power and attempt to control fire using fire extinguishers.

SMALL SPILL

- Chemicals will be picked up with absorbent materials by employees using proper protective clothing and safety equipment.
- Waste will be placed in a labeled waste drum.

www.sdcdeh.org

Business Owner/Operator Identification

COUNTY OF SAN DIEGO CUPA
DEPARTMENT OF ENVIRONMENTAL HEALTH
HAZARDOUS MATERIALS DIVISION
P.O. BOX 129261, SAN DIEGO, CA 92112-9261
(858) 505-6880 FAX (858) 505-6848

BUSINESS OWNER/OPERATOR IDENTIFICATION

Page ____ of ____

I. IDENTIFICATION

| | | |

Employee Training Description

HAZARDOUS MATERIALS BUSINESS PLAN

SAMPLE

Date: **MONTH-DAY-YEAR**
UPFP#: **123456**

III. EMPLOYEE TRAINING

EMPLOYEE TRAINING DESCRIPTION

The following describes the employee training provided for all employees that handle hazardous substances.

1. **Training Topic** - Procedures for handling hazardous materials, including hazardous wastes:
   Persons Trained: MECHANICS
   Training Time: 1-2 HOURS **Refresher Frequency**: ANNUALLY **Refresher Time:** 1 HOUR
   Training Content:
   - Proper management procedures for hazardous materials, including review of material safety data sheets and safety procedures for materials handling.
   - Proper procedures for hazardous waste management, including storage, labeling, and disposal procedures.
   - Record keeping requirements.

2. **Training Topic - Procedures for communication and coordination with emergency response agencies:**
   Persons Trained: EMERGENCY COORDINATOR, ALTERNATE AND OWNER
   Training Time: 1 HOUR **Refresher Frequency**: ANNUALLY Refresher Time: 1 HOUR
   Training Content:
   - Emergency response plan communication and notification procedures.

www.sdcdeh.org

Hazardous Materials Business Plan (HMBP)

- The HMBP will also serve to better prepare emergency response personnel for handling emergencies which could occur at your facility. When completed, your HMBP will become a valuable tool, aiding you and your employees to manage emergencies at your facility.

What are Universal Wastes?

- Universal wastes are hazardous wastes that are widely produced by households and many different types of businesses. Universal wastes include:
  - Televisions
  - Computers and other electronic devices
  - Batteries
  - Fluorescent lamps
  - Mercury thermostats/switches
  - Other mercury containing equipment
  - Cathode Ray Tubes (CRTs): The glass picture tubes removed from devices such as televisions and computer monitors
  - CRT glass: A cathode ray tube that has been accidently broken or processed for recycling
  - Non-empty aerosol cans

Universal Waste Management Requirements

- Do not dispose of to trash or landfill.
- Label or mark UW or containers to identify UW type (e.g., “universal waste batteries” or “waste batteries”)
- Maximum accumulation is 1 year on-site. Must demonstrate accumulation time (e.g., inventory system, marking)

Universal Waste Management Requirements

What type of an ID number?

- U.S. EPA — before accumulating 5,000 kg UW (that are RCRA UW); part of U.S. EPA notification process
- State — if the UW handler was not required to notify U.S. EPA because the accumulated 5,000 kg of UWs are all non-RCRA hazardous waste

Universal Waste Management Requirements

- Immediately contain releases and residues from UW
- May manage residues of leaking, broken, or damaged UW as UW, provided the waste is repackaged
- Do not treat, except in responding to releases or by managing specific wastes
- Manage other hazardous wastes generated from cleanup according to results of hazardous waste determination

Universal Waste Management Requirements

- Send only to other handlers, destination facilities, or foreign destinations
- Keep a record (e.g., log, invoice, manifest, bill of lading, or other shipping document) of each UW shipment to or from the facility which records the:
  - Name and address of the originating/destination UW handler/facility
  - Quantity (count or weight) of each type of UW received/shipped
  - Date of receipt/shipment
  - Retain UW shipping records for at least 3 years

Personnel Training

- Single training standard for all UW handlers (includes who will be trained, content of training, frequency, and documentation)
- Applies to “personnel” and not “employee,” and makes the distinction between training requirements for personnel who “manage” UW and those who only “generate” UW while conducting their work (e.g., office worker)

Universal Waste Handlers

- If UW handlers dismantle or treat electronic devices, remove yokes from CRTs, treat or break CRT glass, or treat printed circuit boards must notify DTSC 30 days prior to accepting, accumulating, and treating e-wastes.

Who Has to Notify State DTSC for E-Waste Collection?

- Any location where electronic waste (electronic devices, CRTs, and CRT glass) is generated or accepted from someone else, even if it it's only for a day or a weekend
- The regulations require handlers that accept and may accumulate electronic devices from offsite sources to notify DTSC 30 days in advance, and to submit annual reports if they accept >100 kg electronic waste
- Notification can be from the host of a collection event, the sponsor, or a contractor who runs it
- Joint notifications (e.g., XYZ Recycler/TV-O-Rama Consumer Electronics) are okay

Notification Requirements

- Notification of Intent to Handle
  - You must submit a one time notification to State DTSC at least 30 days in advance for any location where you plan to accept electronic devices (E-waste), bare CRT panels, or CRT glass from an off-site source -- including a collection event
  - Notification must be made using online system

http://www.dtsc.ca.gov/database/UWED/index.cfm

http://www.dtsc.ca.gov/HazardousWaste/EWaste/upload/new-1388final-04_01.pdf

Universal Waste (UW)Recyclers Requirements

- UW Recyclers have additional requirements
  - Notice of Intent to recycle
  - Provide evidence that the property owner is aware of the recycling activities
  - Record keeping
  - Closure plan
  - Closure cost estimate
  - Financial responsibility
  - Comply with treatment standards
  - Closure notification

http://www.dtsc.ca.gov/HazardousWaste/EWaste/upload/Recycling_and_Treatment1.pdf

Some online hazardous waste resources

- County of San Diego, Dept. of Environmental Health; http://www.sdcdeh.org
  HMD Duty Specialist; (858) 505-6880
- California Dept. of Toxic Substances Control; http://www.dtsc.ca.gov/
- U.S. EPA; http://www.epa.gov/epawaste/hazard/index.htm