

Used Oil/HHW 2013 Training & Conference

Electronic Reporting for HHW Facilities

October 29, 2013

Dan Firth
Electronic Reporting Manager (CERS)
Cal/EPA Unified Program

What is CERS ?

The California Electronic Reporting System is:

- A secure web interface for electronic reporting
- An online / downloadable resource for emergency responders
- Capable of data exchange with CUPAs and other data management systems



Do You Need a Hazardous Materials Business Plan?

HSC section 25503.5(a)(1):

A business...shall establish and implement a business plan...if the business **handles** a hazardous material or a mixture containing a hazardous material that has a quantity **at any one time** during the reporting year that is any of the following:

- 500 pounds or more of solids
- 55 gallons or more of liquid
- 200 cubic feet or more of compressed gas

(There are exemptions and higher thresholds for some materials and some CUPAs and PAs require reporting at lower thresholds)

Do You Need to Report Electronically?

HSC Section 25504(e)(4):

No later than three years after the statewide information management system is established, each CUPA, PA, and ***regulated business*** shall report program data electronically.

(CERS was fully operational for electronic reporting by January 1, 2010)

CERS Users

- **144,000 Regulated Businesses**
- **83 CUPAs and 32 PAs**
- Local Emergency Response Agencies
- Cal/EPA and Unified Program related State agencies
- US EPA



Data Reported

- Facility Owner/Operator
- Hazardous Materials/Wastes
 - Inventories
 - Site Plans and Facility Maps
- Underground Tank Data
- HW Onsite Treatment Data
- Aboveground Tank Data
- Inspection and Enforcement Data



CUPAs with Local Reporting Portals

- 13 Local Reporting Portals (affecting >50,000 facilities)
 - ***You, the regulated business, can choose to use CERS or a local reporting portal***
 - All are Decade Envision Connect clients and will exchange data with CERS
 - 8 Partially live (HMBP, UST):
 - Berkeley, Fresno, Merced, Orange, San Luis Obispo, Sacramento, San Mateo, Tulare
 - 5 In process:
 - Riverside, Contra Costa, Long Beach, Los Angeles City, Santa Clara

CERS Basics

cers.calepa.ca.gov

Web Browser Access To CERS

- CERS supports these browsers:
 - Internet Explorer 8 or later
 - Safari (current version)
 - Chrome (current version)
 - Firefox 3.6 or later
- CERS does *not* support Internet Explorer 7 or earlier versions.

Signing into CERS

The screenshot displays the CERS Central website interface. At the top, a green navigation bar contains the text "CERS Central" and several buttons: "Home", "Business Portal", "Regulator Portal", "Index", "Search", and "Contacts". On the left side, a vertical menu lists various categories: "Home", "Businesses", "Regulators", "Training", "Policy", "Announcements", "Index", and "EDT". The "Businesses" section is highlighted with a red border and contains a sub-header "Businesses" and "Business Portal Sign In". Below this, a list of links is provided: "Business User Training", "Local Reporting Requirements", "Unified Program Regulator Directory", "CERS Chemical Library", "Unified Program Internet Site", and "CERS Business User Group". To the right, a blue header "Regulators" is visible, with a yellow callout box containing a list of items: "Sign in/Get Access", "Full reporting for a first-time entry", "Partial reporting", and "Updating existing records".

CERS Central Home Business Portal Regulator Portal Index Search Contacts

Businesses
Business Portal Sign In

- [Business User Training](#)
- [Local Reporting Requirements](#)
- [Unified Program Regulator Directory](#)
- [CERS Chemical Library](#)
- [Unified Program Internet Site](#)
- [CERS Business User Group](#)

Regulators

- Sign in/Get Access
- Full reporting for a first-time entry
- Partial reporting
- Updating existing records

Home
Businesses
Regulators
Training
Policy
Announcements
Index
EDT

Businesses Must Report Electronically to CERS or a Local Reporting Agency
All businesses must now submit Unified Program-related information to CERS. We have developed two web portals that businesses may choose to use.

Getting Access/Signing In

California Environmental Reporting System: Business [Sign In](#) [Help](#)

CERS Business

CERS is a statewide, web-based system to support businesses and Unified Program Agencies with electronically reporting, collecting, and managing hazardous materials-related data as mandated by the California Health and Safety Code. To learn more about CERS and the Unified Program, see [CERS Central](#).

CERS Business Sign-In

Your Username [Forgot your username?](#)

New to CERS?

To start reporting on your facility(s) in CERS, create a CERS account.

[Watch Demo Video](#)

Are you a CERS Regulator?
Sign in to the [CERS Regulator Portal](#), or visit [CERS Central](#)

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[Click here to play Getting Access Demo](#)

There is Help

CERS Central

Home Business Portal Regulator Portal Index Search Contacts

Home Businesses Regulators

Businesses **Business Portal Sign In**

- [Business User Training](#)
- [Local Reporting Requirements](#)
- [Unified Program Regulator Directory](#)
- [CERS Chemical Library](#)
- [Unified Program Internet Site](#)
- [CERS Business User Group](#)

Regulators **Regulator Portal Sign In**

- [Training Portal Sign In](#)
- [Regulator User Training](#)
- [CERS Regulator Users Group \(CRUG\)](#)
- [Unified Program Violation Library \(Factsheet\)](#)
- [CERS Data Registry](#)
- [Unified Program Internet Site](#)

Announcements

Index

EDT

Businesses Must Report Electronically to CERS or a Local Reporting Portal
All businesses must now submit Unified Program-related information to CERS instead of on paper forms. Alternatively, some
CL have developed local portals that businesses may choose to use to meet this requirement.

Definitions

- **User**

- A person who will enter data, view or report in CERS for one or more regulated facilities

- **Regulated Facility**

- A Facility regulated under the Unified Program ('CUPA' Program)
 - A facility is ***always*** within a business organization

- **Business Organization (CERS Term)**

- A non legal entity intended to allow a business, city or county to more easily manage user access to their regulated facilities

Tips for Starting

- Talk to your CUPA
- Look for your facility in CERS
 - A City or County may have created a Business Organization which includes your HHW facility
 - A CUPA may have created a facility in CERS and seeded facility data for you
- Identify and assign Users (2 or more Lead Users – ***always***)

Business Home Page

California Environmental Reporting System: Business Cheryl Adams' Account Sign Out Tools Reports Help

CERS Business Home Submittals Facilities Compliance My Business

Home: CERS Testing Company Bldg 1
Home

Common Tasks

START **Start Facility Submittal**
CERS will help walk you through the forms and documents required for your previously added facility(s).

Add Facility
If you are new to CERS, or must add new facility(s), the Add Facility pages will ensure you get started correctly!

People/Users
You can allow/manage other people in your business who need to view or edit your facility reporting.

Contact Your Local Regulator(s)
Find contact information for your facility's local regulator(s).

Facilities Add Facility...

CERS ID	Facility Name	Address	History	Summary	Continue/New
10137951	CERS Testing Company Bldg 1	CERS Testing Company, Soquel 95073	Past Submittals	Summary	Start/Edit Submittal
10137953	CERS Testing Company Garage	123b Main St, Soquel 98073	Past Submittals	Summary	Start/Edit Submittal
10137963	Storage facility	12398 Alvarado Blvd, Aptos 95008	Past Submittals	Summary	Start/Edit Submittal

Action Required (1)

Message	Request Date
Process Jake Smith was invited to create a CERS Business Account.	Jan 11, 2012

Alerts/Notifications (7)

Home CERS Help Settings My Business: CERS Testing Company Bldg 1 Select Business

Add a Facility

California Environmental Reporting System: Business

Cheryl Adams' Account [Sign Out](#) [Tools](#) [Reports](#) [Help](#)

CERS Business

Home

Submittals

Facilities

Compliance

My Business

• Add Facility

Home: CERS Testing Company Bldg 1

Home

Common Tasks



Start Facility Submittal

CERS will help walk you through the forms and documents required for your previously added facility(s).



Add Facility

If you are new to CERS, or must add new facility(s), the Add Facility pages will ensure you get started correctly!



People/Users

You can allow/manage other people in your business who need to view or edit your facility reporting.



Contact Your Local Regulator(s)

Find contact information for your facility's local regulator(s).

Facilities

Add Facility...

CERS ID	Facility Name	Address	History	Summary	Continue/New
10137951	CERS Testing Company Bldg 1	CERS Testing Company, Soquel 95073	Past Submittals	Summary	Start/Edit Submittal

Action Required (None)

Alerts/Notifications (2)

Message	Occurred On
New Business \$OrganizationName\$ with a new Facility \$FacilityName\$ has been added.	Jan 9, 2012
Cheryl Adams was invited to create a CERS Business Account.	Jan 10, 2012

Adding or Changing Users

California Environmental Reporting System: Business Cheryl Adams' Account [Sign Out](#) [Tools](#) [Reports](#) [Help](#)

CERS Business [Home](#) [Submittals](#) [Facilities](#) [Compliance](#) [My Business](#)

My Business: CERS Testing Company Bldg 1
[Home](#) » [My Business](#) » [People](#)

Summary
People
[Action Required](#)
[Notifications](#)
[Email History](#)
[Regulators](#)
[Manage Facilities](#)

People

	First Name	Last Name	Email	Title	Account Status
Select	Cheryl	Adams	businessca123@gmail.com	Trainer	Username: cheryl94110 Permissions: Lead Users Last sign-in: Jan 13 1:53 PM
Select	Dan	Firth	dfirth@calepa.ca.gov	Owner	Username: dfirth@calepa.ca.gov Permissions: Lead Users Last sign-in: Jan 12 4:52 PM
Select	Jake	Smith	jsmith@testco.com	Administrator	No Account Permissions: Editors Invitation sent Jan 11 10:33 AM

[Show All People](#) [All Roles](#) [Export To Excel](#)

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Unified Program/General Assistance: Contact your [local regulator\(s\)](#)

[Home](#) [CERS Help](#) [Settings](#) My Business: CERS Testing Company Bldg 1 [Select Business](#)

Permission Levels

- **Lead Users** - Can add, remove, and otherwise manage the CERS Business' users and facilities
- **Approvers** - May view, edit, and submit facility reports to regulators
- **Editors** - May add/edit facility reports, but cannot submit reports to regulators
- **Viewers** - May only view facility reports (read only)

Tools Link / Reports Link

California Environmental Reporting System: Business Cheryl Adams' Account [Sign Out](#) [Tools](#) [Reports](#) [Help](#)

CERS Business Home Submittals Facilities Compliance My Business

Tools
[Home](#) » CERS Tools

[Unified Program Regulators Listing](#)
A listing of contact information for all Unified Program Certified Unified Program Agencies (CUPAS) and Participating Agencies (PAs).

[Business/Organization Listing](#)
Search a listing of all businesses in CERS, and request access to your business/organization.

[CERS Chemical Library](#)
View, search, and download the chemical/material information available in the CERS Chemical Library.

[CERS Violation Library](#)
View, search, and download the violation information available in the CERS Violation Library.

[Your Browser Software](#)
CERS not quite looking right, or having other problems? Use this to page to identify your browser software before communicating with CERS Technical Support.

[Download Inventory for All My Facilities](#) (Available around Jan.2012)
Download a Microsoft Excel spreadsheet of Hazardous Material Inventory data for all of the facilities associated with your currently selected Organization.

[Download Facility Information for All My Facilities](#)
Download a Microsoft Excel spreadsheet of facility name, address, contact, and business activities data for all of the facilities associated with your currently selected Organization.

[Upload Draft Inventory Data for Multiple Facilities in My Business](#)
(Available Q2 2012)
Upload draft Hazardous Material Inventory for multiple facilities. You can choose to overwrite or append your uploaded data to any existing draft inventories.

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Unified Program/General Assistance: Contact your [local regulator\(s\)](#)

Home CERS Help Settings My Business: CERS Testing Company Bldg 1 Select Business

Making A Submittal

Facility Submittals

CERS Business Home Submittals Facilities Compliance My Business

Home: CERS Testing Company Bldg 1

Common Tasks

- START Start Facility Submittal**
CERS will help walk you through the forms and documents required for your previously added facility(s).
- Add Facility**
If you are new to CERS, or must add new facility(s), the Add Facility pages will ensure you get started correctly!
- People/Users**
You can allow/manage other people in your business who need to view or edit your facility reporting.
- Contact Your Local Regulator(s)**
Find contact information for your facility's local regulator(s).

Facilities Add Facility...

CERS ID	Facility Name	Address	History	Summary	Continue/New
10137951	CERS Testing Company Bldg 1	CERS Testing Company, Soquel 95073	Past Submittals	Summary	Start/Edit Submittal

Action Required (1)

Message	Request Date
Process Jake Smith was invited to create a CERS Business Account.	Jan 11, 2012

Alerts/Notifications (3)

Message	Occurred On
New Business \$OrganizationName\$ with a new Facility \$FacilityName\$ has been added.	Jan 9, 2012
Cheryl Adams was invited to create a CERS Business Account.	Jan 10, 2012
Jake Smith was invited to create a CERS Business Account.	Jan 11, 2012

CERS Help Settings My Business: CERS Testing Company Bldg 1 Select Business

Initial Submittal Screen

CERS Business Home Submittals Facilities Compliance My Business

Prepare Draft Submittal: Duplicate Test site

Home » Prepare Submittal (10139613)

Instructions/Help

Use this page to prepare draft submittals for your facility to transmit to your local regulator(s). Make sure to review any status and guidance messages for your forms or submittals by selecting the guidance icons ● ▲ ⓘ.

- Select "Start" button to create a submittal from scratch or copied from a previous submittal.
- Select "New" and "Edit" buttons to complete specific submittal forms or provide supplemental documentation.
- Select "Discard" button to delete a draft form/documentation when you need to re-start a form or it is no longer relevant for your draft submittal.
- Select "Not Applicable" if you believe the submittal element is no longer relevant for your facility (e.g., closed UST tank).
- Select "Submit" when you are ready to transmit one or more submittals to your local regulator(s). ALL submittals must include a Facility Information element.

Facility Information ●


DRAFT Aug. 23, 2012 Submit

- Business Activities ● Form Needed New
- Business Owner/Operator Identification ● Form Needed New
- Discard Draft Submittal Miscellaneous State-Required Documents


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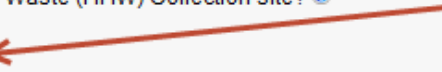
Business Activities Questions

Hazardous Materials

Does your facility have on site (for any purpose) at any one time, 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 is regulated under more restrictive local inventory reporting requirements (shown below if present); 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

Is your facility a Household Hazardous Waste (HHW) Collection site? 

If yes, see CUPA for required forms. 

Yes No

Excluded and/or Exempt Materials

Submittal Process

The screenshot displays a web application interface for a submittal process. At the top, there is a header for "Facility Information" with a status of "DRAFT Aug. 23, 2012" and a "Submit" button. Below this, there are several menu items: "Business Activities", "Business Owner/Operator Identification", "Discard Draft Submittal", and "Miscellaneous State-Required Documents". On the right side, there are two buttons: "Ready to Submit" and "Review Needed", both with "Edit" buttons next to them. The "Review Needed" button is circled in red. Below the menu items, there are two main sections: "Hazardous Materials Inventory" and "Emergency Response and Training Plans". Each section has a "Start" button and a "Not Applicable" button. The "Start" buttons are circled in red. A red box highlights the "Hazardous Materials Inventory" and "Emergency Response and Training Plans" sections, with a red arrow pointing to a text box below.




If you check 'YES' to the Hazardous Materials Inventory Question these submittal elements are visible. If you check 'NO' they are not displayed

Submittal Status/Guidance


California Environmental Reporting System: Business Cheryl Adams' Account Sign Out Tools Reports Help

CERS Business Home Submittals Fac

Prepare Draft Submittals: CERS Testing Company Bldg 1
[Home](#) » [Facility \(10137951\)](#)

Instructions/Help
Use this page to prepare draft submittals for your facility to transmit to your local regulator(s). Make sure to review and save your submittals by selecting the guidance icons   .

- Select "Start" button to create a submittal from scratch or copied from a previous submittal.
- Select "New" and "Edit" buttons to complete specific submittal forms or provide supplemental documentation.
- Select "Discard" button to delete a draft form/documentation when you need to re-start a form or it is no longer relevant.
- Select "Not Applicable" if you believe the submittal element is no longer relevant for your facility (e.g., closed USST).
- Select "Submit" when you are ready to transmit one or more submittals to your local regulator(s). ALL submittals must be submitted.

Facility Information 

- [Business Activities](#)
- [Business Owner/Operator Identification](#)
- [Discard Draft Submittal](#)

Hazardous Materials Inventory DRAFT Jan. 9, 2012

- [Hazardous Material Inventory \(2\)](#) Ready to Submit
- [Site Map \(Official Use Only\)](#) Document Needed
- [Discard Draft Submittal](#)

Emergency Response and Training Plans DRAFT Jan. 9, 2012

- [Emergency Response/Contingency Plan: Public Internet URL](#) Ready to Submit
- [Employee Training Plan](#) Document Needed
- [Discard Draft Submittal](#)

[CERS Help](#) My Business: [CERS Testing Company Bldg 1](#)

CERS provides information about the status of your submittal(s) and provides guidance messages.

Fill in the blanks.... or update

CERS Business

Home

Submittals

Facilities

Compliance

My Business

Admin building: Business Owner/Operator Identification

Home » Facility (10137961) » Facility Information: Business Owner/Operator Identification

Instructions/Help

Use this form to provide contact information about your facility. Your local regulator may require you to complete the property owner information, Assessor Parcel Number, Number of Employees, or Facility ID fields in the "Locally-Collected Fields" section at the bottom of the page.



Save

Cancel

Site Address

-
-
-
CA -

Identification

Operator Name

Beginning Date

Ending Date

Operator Phone

Business Phone

Business Fax

Dun & Bradstreet

SIC Code

Primary NAICS

Mailing Address

Mailing Address

Copy address...

City

State

ZIP/Postal Code

Primary Emergency Contact

First & Last Name

Title

Business Phone

24-Hour Phone

Pager Number

Owner

First & Last Name

Phone

Copy address...

Secondary Emergency Contact

Ready to Submit

California Environmental Reporting System: Business

Cheryl Adams' Account Sign Out Tools Reports Help

CERS Business

Home

Submittals

Facilities




Compliance

My Business

Prepare Draft Submittals: CERS Testing Company Bldg 1

Home » Facility (10137951)

Instructions/Help

Use this page to prepare draft submittals for your facility to transmit to your local regulator(s). Make sure to review any status and guidance messages for your forms or submittals by selecting the guidance icons   .

- Select "Start" button to create a submittal from scratch or copied from a previous submittal.
- Select "New" and "Edit" buttons to complete specific submittal forms or provide supplemental documentation.
- Select "Discard" button to delete a draft form/documentation when you need to re-start a form or it is no longer relevant for your draft submittal.
- Select "Not Applicable" if you believe the submittal element is no longer relevant for your facility (e.g., closed UST tank).
- Select "Submit" when you are ready to transmit one or more submittals to your local regulator(s). ALL submittals must include a Facility Information element.

Facility Information

DRAFT Jan. 9, 2012

Submit 

 [Business Activities](#)

Ready to Submit

Edit

 [Business Owner/Operator Identification](#)

Ready to Submit

Edit

 [Discard Draft Submittal](#)

Hazardous Materials Inventory

DRAFT Jan. 9, 2012

Submit 

 [Hazardous Material Inventory \(2\)](#)

Ready to Submit

Add

Discard

 [Site Map \(Official Use Only\)](#)

Document Needed

New

 [Discard Draft Submittal](#)

Emergency Response and Training Plans

DRAFT Jan. 9, 2012

Submit 

 [Emergency Response/Contingency Plan: Public Internet URL](#)

Ready to Submit

Edit


Discard

 [Employee Training Plan](#)


Document Needed

New

 [CERS Help](#)

 [Settings](#)

My Business: CERS Testing Company Bldg 1

 [Select Business](#)

Confirmation

California Environmental Reporting System: Business

[Cheryl Adams' Account](#) [Sign Out](#) [Tools](#) [Reports](#) [Help](#)

CERS Business

[Home](#)

[Submittals](#)

[Facilities](#)

[Compliance](#)

[My Business](#)

Submittal Finished: CERS Testing Company Bldg 1

[Home](#) » [Draft Submittal](#) » Submittal Finished (10137951)



You have submitted the following elements on 1/12/2012 to **Santa Cruz County Environmental Health**

- Facility Information
- Hazardous Waste Tank Closure Certification
- Aboveground Petroleum Storage Act

What's Next?

- Return to the [Draft Submittal](#) page.
- Return to [Facility Home](#).

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Unified Program/General Assistance: Contact your [local regulator\(s\)](#).



[CERS Help](#)

[Settings](#)

My Business: *CERS Testing Company Bldg 1*

[Select Business](#)



Hazardous Materials Inventory




Preparing the HMIS

California Environmental Reporting System: Business Cheryl Adams' Account Sign Out Tools Reports Help

CERS Business Home Submittals Facilities Compliance My Business

Prepare Draft Submittals: CERS Testing Company Bldg 1 Home » Facility (10137951)

Instructions/Help

Use this page to prepare draft submittals for your facility to transmit to your local regulator(s). Make sure to review any status and guidance messages for your forms or submittals by selecting the guidance icons   .

- Select "Start" button to create a submittal from scratch or copied from a previous submittal.
- Select "New" and "Edit" buttons to complete specific submittal forms or provide supplemental documentation.
- Select "Discard" button to delete a draft form/documentation when you need to re-start a form or it is no longer relevant for your draft submittal.
- Select "Not Applicable" if you believe the submittal element is no longer relevant for your facility (e.g., closed UST tank).
- Select "Submit" when you are ready to transmit one or more submittals to your local regulator(s). ALL submittals must include a Facility Information element.

Facility Information DRAFT Jan. 12, 2012

Business Activities	Ready to Submit	<input type="button" value="Edit"/>
Business Owner/Operator Identification	Ready to Submit	<input type="button" value="Edit"/>
<input type="button" value="Discard Draft Submittal"/>		

Hazardous Materials Inventory DRAFT Jan. 12, 2012

Hazardous Material Inventory (5)	Review Needed	<input type="button" value="Add"/>	<input type="button" value="Discard"/>
Site Map (Official Use Only): Upload Document(s)	Ready to Submit	<input type="button" value="Edit"/>	<input type="button" value="Discard"/>
<input type="button" value="Discard Draft Submittal"/>			

Emergency Response and Training Plans DRAFT Jan. 9, 2012

Emergency Response/Contingency Plan: Public Internet URL	Ready to Submit	<input type="button" value="Edit"/>	<input type="button" value="Discard"/>
Employee Training Plan	Document Needed	<input type="button" value="New"/>	
<input type="button" value="Discard Draft Submittal"/>			

Home CERS Help Settings My Business: CERS Testing Company Bldg 1 Select Business

Manual Entry or Upload

CERS Business

Home

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Facilities

Compliance

My Business

CERS Testing Company Bldg 1: Hazardous Material Inventory

Home » Facility (10137951) » Hazardous Materials Inventory: Hazardous Material Inventory

Instructions/Help

You must enter a separate inventory record for each individual hazardous material and hazardous waste that you handle at your facility in an aggregate quantity subject to Hazardous Material Business Plan (HMBP) reporting requirements (or as required by your local regulator). The completed inventory must reflect all hazardous materials at your facility, reported separately for each building or outside storage area, with separate entries for unique occurrences of physical state, storage temperature, storage pressure.

New Inventory Select **Add Material** to manually enter new materials for your facility, or select **Upload Inventory** to upload a spreadsheet of your entire inventory.

Update Inventory Review your facility's entire inventory to make sure it reflects your current hazardous materials management practices. Select **Search Inventory** to find previously entered materials needing updating. Replace (or append to) your current inventory by selecting **Upload Inventory**.

Inventory Complete? Review any status and guidance messages for your forms or submittals by selecting the guidance icons (● ▲ ⓘ). Then select **Done** when you have completed reviewing/updating your facility's inventory.

Inventory Actions

[Upload Inventory](#)

[Download Inventory](#)

[Search Facility's Inventory](#)

[Inventory Reports](#)

[CERS Chemical Library](#)

[Small Business Sample Inventories](#)

Search Current Facility's Inventory

[Hide Search](#)

Material Name

Location

CAS Number

Search

Hazardous Materials Inventory (2)

Draft Jan. 9, 2012

Add Material

Done

Chemical/Material Name	CAS	Location	Max Daily Amount	
Edit Acetone	67-64-1	Bldg 1 garage	110 gallons	Discard
Edit Chlorine	7782-50-5	Bldg 1 garage	400 cubic feet	Discard

Page 1 of 1

Displaying items 1 - 2 of 2

CERS Chemical Library

California Environmental Reporting System: Business

Cheryl Adams' Account Sign Out Tools Reports Help

CERS Business

Home

Submittals

Facilities

Compliance

My Business

CERS Testing Company Garage: Hazardous Material Inventory

Home » Facility (10137953) » Hazardous Materials Inventory: Hazardous Material Inventory » Add Material

Instructions/Help

To add a hazardous material, enter your chemical/material name or CAS number, select **Search**, review the search results, and select **Add** for your chemical/material. CERS will create a new chemical/material record for you, including any hazard properties or other data available from the CERS Chemical Library.

If you don't find a good match, select **Unable to Find Material** to manually enter all the data about your chemical/material.

The [CERS Chemical Library](#) includes chemical names and CAS (Chemical Abstract Service) numbers for 75,000 chemicals from the US EPA Federal Substance Registry, as well as hazard information for several thousand hazardous materials commonly reported by California businesses. Please use the information in this library to save you time, improve the quality of your reports, and reduce the number of hazardous materials reported.

Search CERS Chemical Library

Chemical/Material Name

CAS Number

CERS Chemical Library ID

Source

Search

- Enter chemical/material name or CAS number
- Select Search

Select Chemical for Inventory Entry

Unable to Find Material

CCL ID	Chemical Name	Common Name / Synonym Name	Synonym?	CAS Number
--------	---------------	----------------------------	----------	------------

No records to display.

Page 1 of 0

Displaying items 0 - 0 of 0



CERS Help

Settings

My Business: CERS Testing Company Bldg 1

Select Business

CERS Chemical Library (cont'd)

California Environmental Reporting System: Business

Cheryl Adams' Account Sign Out Tools Reports Help

CERS Business

Home

Submittals

Facilities

Compliance

My Business

CERS Testing Company Bldg 1: Hazardous Material Inventory

Home » Facility (10137951) » Hazardous Materials Inventory: Hazardous Material Inventory » Add Material

Instructions/Help

Search CERS Chemical Library

Chemical/Material Name

CAS Number

CERS Chemical Library ID

Source

Search

Cancel

Select Chemical for Inventory Entry

Unable to Find Material

	CCL ID	Chemical Name	Common Name / Synonym Name	Synonym?	CAS Number
<input type="button" value="Add"/>	CCL-107107	Acetone	Acetone	N	67-64-1
<input type="button" value="Add"/>	CCL-107107	Acetone	ACETONE , HPLC GRADE	Y	67-64-1
<input type="button" value="Add"/>	CCL-107107	Acetone	ACETONE & METHANOL & ETHANOL	Y	67-64-1
<input type="button" value="Add"/>	CCL-107107	Acetone	ACETONE (100%)	Y	67-64-1
<input type="button" value="Add"/>	CCL-107107	Acetone	ACETONE, 99.5% ACS REAGENT	Y	67-64-1
<input type="button" value="Add"/>	CCL-107107	Acetone	ACETONE, 99.9+%, HPLC GRADE	Y	67-64-1
<input type="button" value="Add"/>	CCL-107107	Acetone	ACETONE, HPLC GRADE	Y	67-64-1
<input type="button" value="Add"/>	CCL-107107	Acetone	Acetone (ketone)	Y	67-64-1



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CERS Chemical Library (cont'd)

CERS Business

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CERS Testing Company Bldg 1: Hazardous Material Inventory

Home » Facility (10137951) » Hazardous Materials Inventory: Hazardous Material Inventory » Add Material

You must complete a separate inventory page for each individual hazardous material and hazardous waste that you handle at your facility in an aggregate quantity subject to Hazardous Material Business Plan (HMBP) reporting requirements (or your local agency, if required). The completed inventory must reflect all hazardous materials at your facility, reported **separately** for each building or outside storage area, with **separate** entries for unique occurrences of physical state, storage temperature, storage pressure.

Save & Add Another Material Save Cancel

Chemical Identification and Physical Properties

Chemical Name: Acetone
Common Name: Acetone CAS Number: 67-64-1
Physical State: Solid Liquid Gas
Hazardous Material Type: Pure Mixture Waste
Trade Secret: Yes No
CERS Chemical Library ID: CCL-107107
US EPA SRS Number: []

Chemical Hazard Classification

EHS: Yes No
Radioactive: Yes No
Curies: []
Fire Code Hazard Classes (by priority): Flammable Liquid, Class I-B; Irritant
View/Edit Additional Firecodes
Federal Hazard Categories: Fire; Reactive; Pressure Release; Acute Health; Chronic Health
DOT Hazard Class: 3 - Flammable and Combustible Liquids
State Waste Code: [] [Lookup Code](#)

Inventory Location and Quantity

Chemical Location: []
Chemical Location Confidential EPCRA: Yes No
Average Daily Amount: [] Maximum Daily Amount: []
Largest Container: [] Annual Waste Amount: []
Units: gallons; cubic feet; pounds; tons

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CERS Chemical Library (cont'd)

Inventory Location and Quantity

Chemical Location

Average Daily Amount Maximum Daily Amount

Chemical Location Confidential EPCRA
 Yes No

Largest Container Annual Waste Amount

Map# (Optional) Grid# (Optional)

Days on Site

Units
 gallons
 cubic feet
 pounds
 tons

Inventory Storage Information

Aboveground Tank Can Box Tank Truck, Tank Wagon
 Underground Tank Storage Container = carboy Cylinder Tank Car, Rail Car
 Tank inside Building Silo Glass Bottle Other
 Steel Drum Fiber Drum Plastic Bottle
 Plastic/Non-Metallic Drum Bag Tote Bin

Storage Pressure
 Ambient Above Ambient Below Ambient

Storage Temperature
 Ambient Above Ambient Below Ambient Cryogenic

Mixture Components

Hazardous Component Name	CAS Number	% by Weight	EHS
		10	<input type="radio"/> Yes <input checked="" type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No

Additional Mixture Components

Additional Chemical/Material Description

Additional Chemical Description Information

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CERS Chemical Library (cont'd)

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Prepare Draft Submittals: CERS Testing Company Bldg 1
[Home](#) » [Facility \(10137951\)](#)


Instructions/Help

Use this page to prepare draft submittals for your facility to transmit to your local regulator(s). Make sure to review any status and guidance messages for your forms or submittals by selecting the guidance icons   .


- Select "Start" button to create a submittal from scratch or copied from a previous submittal.
- Select "New" and "Edit" buttons to complete specific submittal forms or provide supplemental documentation.
- Select "Discard" button to delete a draft form/documentation when you need to re-start a form or it is no longer relevant for your draft submittal.
- Select "Not Applicable" if you believe the submittal element is no longer relevant for your facility (e.g., closed UST tank).
- Select "Submit" when you are ready to transmit one or more submittals to your local regulator(s). ALL submittals must include a Facility Information element.

Facility Information SUBMITTED Jan. 12, 2012 Start  Not Applicable

[Business Activities](#) New
[Business Owner/Operator Identification](#)

Hazardous Materials Inventory DRAFT Jan. 9, 2012 Submit  ▼

[Hazardous Material Inventory \(2\)](#)
[Site Map \(Official Use Only\)](#) Ready to Submit Add Discard
[Discard Draft Submittal](#) Document Needed New

Emergency Response and Training Plans DRAFT Jan. 9, 2012 Submit  ▼

[Emergency Response/Contingency Plan: Public Internet URL](#) Ready to Submit Edit Discard
[Employee Training Plan](#) Document Needed New
[Discard Draft Submittal](#)

[CERS Help](#) Settings My Business: CERS Testing Company Bldg 1 Select Business ▼

Uploading Maps and Documents

Uploading a Site Map

California Environmental Reporting System: Business

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CERS Testing Company Bldg 1: Site Map (Official Use Only)

Home » Facility (10137951) » Hazardous Materials Inventory: Annotated Site Map (Official Use Only)

Instructions/Help

Annotated Site Map (Official Use Only) Supplemental Documentation for Hazardous Material Inventory

Site Maps, also called Facility Maps or Site Plans, are typically required by regulators for emergency response purposes. Under the California Health and Safety Code, the **specific** storage location(s) of hazardous materials is **not** subject to release under the California Public Records Act. Your local regulator may require submission of one or both of the site maps described below. Please contact [Santa Cruz County Environmental Health](#) to answer any questions about these requirements.

- A general site plan that can include, but not be limited to, the location of buildings, exterior storage facilities, permanent access ways, evacuation routes, parking lots, internal roads, chemical loading areas, equipment cleaning areas, storm and sanitary sewer accesses, emergency equipment and adjacent property uses.
- A building floor plan that includes hazardous materials storage areas within the building, rooms, doorways, corridors, means of egress and evacuation routes.

To upload a document, select the "Browse" button and then the file on your computer to upload, provide a document title, and then select "Save & Finish" to complete the upload. Use of other document options shown on the left must be approved by your local regulator.

Document Options

- Upload Document(s)
- Public Internet URL
- Provided in other Submittal Element
- Provided to Regulator
- Stored at Facility
- Exempt

Document Upload(s)

Upload Document

Choose File no file selected

Date Authored (Required)

1/12/2012

Document Title (Required)

Annotated Site Map (Official Use Only)

Description (Optional)

Save & Upload Again

Save & Finish

Cancel

Version 2.00.0009 | Enhancements | CERS Central

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CERS Technical Assistance: cers@calepa.ca.gov

Unified Reporting System (URS) - Central Assistance: central@cers.ca.gov



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Uploading Emergency Contingency Plan


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Facility Information SUBMITTED Jan. 12, 2012 Start  Not Applicable


[Business Activities](#) New
[Business Owner/Operator Identification](#)

Hazardous Materials Inventory DRAFT Jan. 9, 2012 Submit  ☰

[Hazardous Material Inventory \(2\)](#) Ready to Submit Add Discard
[Site Map \(Official Use Only\): Upload Document\(s\)](#) Ready to Submit Edit Discard
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Emergency Response and Training Plans DRAFT Jan. 9, 2012 Submit  ☰

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[Employee Training Plan](#) Document Needed New
[Discard Draft Submittal](#)



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Questions?



Smooth sailing from here on....