

# San Bernardino County Fire Department • Hazardous Materials Division

620 South "E" Street, San Bernardino, CA 92415-0153 • PHONE (909) 386-8401 FAX (909) 386-8460 www.sbctfire.org

## EMERGENCY RESPONSE PLANS & PROCEDURES – AGENCY NOTIFICATION

BUSINESS NAME (Same as FACILITY NAME or DBA)

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### POST BY TELEPHONE

**Agency Notification: If a situation is an emergency, call 911 first.** Additionally, a handler of hazardous materials is required to immediately report any release or threatened release of a hazardous material to San Bernardino County Fire Department, Hazardous Materials Division and the Governor's Office of Emergency Services. Spills exceeding Federal reportable quantities require additional notification to the National Response Center. However, California statute does not limit the requirement to report to any specific quantity. **Also note that calling 911 does not meet the requirement for the handler to report a release and that the local fire department cannot make required notifications on behalf of the handler.** This CUPA requires a written report within 15 days after any reportable release or threatened release. Contact the CUPA for further guidance.

**Agency** (\* Indicates mandatory notification)

**Phone Number**

1. \*Local Emergency Response Agency (if an emergency)

**911**

2. \*San Bernardino County Fire Department Hazardous Materials Division

**(800) 33-TOXIC or (909) 386-8425**

*Note: (800) 33-TOXIC does not work nationwide; non-local callers must use (909) 386-8425 to report any release or threatened release.*

3. \*State of California, Governor's Office of Emergency Services

**(800) 852-7550 or (916) 845-8911**

4. National Response Center

**(800) 424-8802**

5. Other Agencies (*Cal OSHA, Regional Board, Air Quality, as applicable*)

\_\_\_\_\_  
*Agency Name*

\_\_\_\_\_  
*Phone Number*

\_\_\_\_\_  
*Agency Name*

\_\_\_\_\_  
*Phone Number*

\_\_\_\_\_  
*Agency Name*

\_\_\_\_\_  
*Phone Number*

### EMERGENCY INFORMATION REQUIRED: BE PREPARED TO PROVIDE THE FOLLOWING INFORMATION

- ◆ Name & 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 & physical state
- ◆ Hazards to human health and/or environment
- ◆ Actions taken or planned
- ◆ Contractor or cleanup company name
- ◆ 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
- ◆ Is any assistance required?

Release reporting citations (California Health and Safety Code):

§ 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.

.Date: \_\_\_\_\_