Los Angeles County Fire Department CERS User's Guide

Facility Submittal

Part (2)

California Environmental Reporting System: Business

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CERS Business

Home | Submittals | Facilities | Compliance | My Business

Home: LACoFD HHMD

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...

	Facility Name	Last Submittal	CERS ID
Start / Edit Submittal	HMMD Commerce Facility		10397320

1) Begin the Submittal process by clicking "Start/Edit Submittal."

Action Required (None)

Notifications for my Business

View All...

Message	Occurred On
New Facility *HMMD Commerce Facility* was added to *LACoFD HHMD (Commerce, CA)*.	Dec 12, 2012

1 | 10 | Page 1 of 1 | Displaying items 1 - 1 of 1

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Unified Program/General Assistance: Contact your local regulator(s)

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CERS Business

Home | Submittals | Facilities | Compliance | My Business

Business Activities: HMMD Commerce Facility

Home » Prepare Submittal (10397320) » Facility Information: Business Activities (Draft)

Instructions/Help

Use this form ... ent Regulatory Program. CE...

Note: Be sure to check all activities that apply to your business as the forms you will complete in future windows are based on these entries.

Save | Cancel

Site Identification

Facility Name: HMMD Commerce Facility (Edit)

CERSID: 10397320

Business Site Address (Edit): 5825 commerce, CA 90040

County: Los Angeles

Edit Mapping

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 inventory local reporting requirements (shown below if p... ed in 40 CFR Part 355, Appendix A or B; or handle ra... s 30, 40 or 70? — Yes / No

2) Click "Yes" for all business activities that Apply.

Underground Petroleum Storage (UST)

Does your facility own or operate underground storage tanks? — Yes / No

Hazardous Waste

Does your facility gener... — Yes / No

If yes, provide an EPA I...

Does your facility treat h... — Yes / No

Is your facility's treatme... — Yes / No

2a) Clicking "Yes" on the Hazardous Waste activities will bring up a window to allow you to enter your EPA ID number. See the next slide.

Additional Information

Provide any additional information as necessary and/or required by your local regulator(s).

Note: If your facility data has been seeded or you have started and saved a draft that is incomplete, you would be taken to step (4) to modify/Edit the data. And you would see an edit button as shown here: Review Needed | Edit

Save | Cancel

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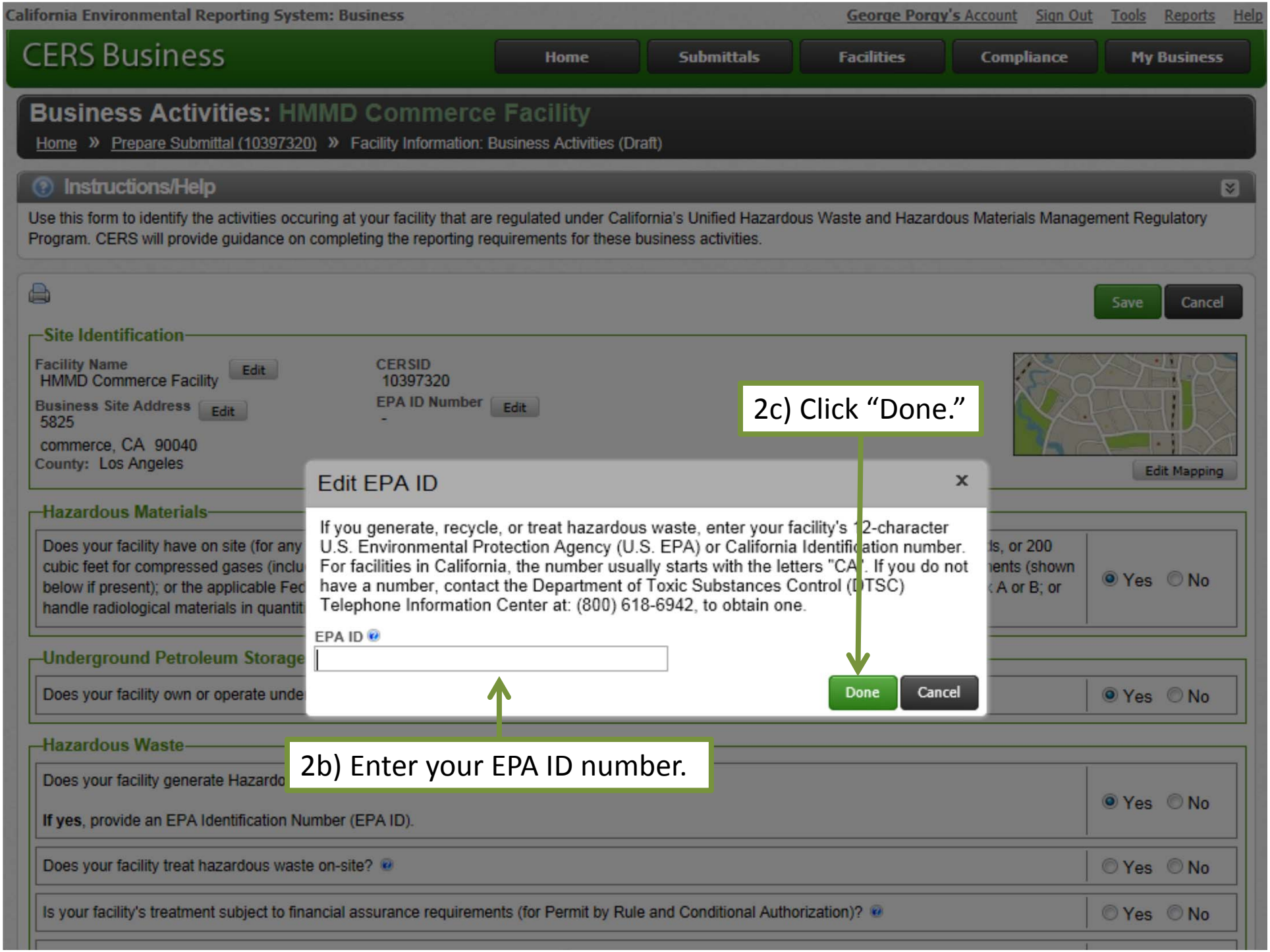
California Environmental Reporting System: Business
George Porgy's Account
Sign Out
Tools
Reports
Help
CERS Business
Home
Submittals
Facilities
Compliance
My Business
Business Activities: HMMD Commerce Facility
Home » Prepare Submittal (10397320) » Facility Information: Business Activities (Draft)
Instructions/Help
Use this form to identify the activities occuring at your facility that are regulated under California's Unified Hazardous Waste and Hazardous Materials Management Regulatory Program. CERS will provide guidance on completing the reporting requirements for these business activities.
Save
Cancel
Site Identification
Facility Name
HMMD Commerce Facility
Edit
Business Site Address
5825
commerce, CA 90040
County: Los Angeles
Edit
CERSID
10397320
EPA ID Number
-
Edit
Edit Mapping
Hazardous Materials
Yes
No
Underground Petroleum Storage
Yes
No
Hazardous Waste
Does your facility generate Hazardo
If yes, provide an EPA Identification Number (EPA ID).
Yes
No
Does your facility treat hazardous waste on-site?
Yes
No
Is your facility's treatment subject to financial assurance requirements (for Permit by Rule and Conditional Authorization)?
Yes
No
Edit EPA ID
If you generate, recycle, or treat hazardous waste, enter your facility's 12-character U.S. Environmental Protection Agency (U.S. EPA) or California Identification number. For facilities in California, the number usually starts with the letters "CA". If you do not have a number, contact the Department of Toxic Substances Control (DTSC) Telephone Information Center at: (800) 618-6942, to obtain one.
EPA ID
Done
Cancel
2c) Click "Done."
2b) Enter your EPA ID number.

California Environmental Reporting System: Business

George Porgy's Account | Sign Out | Tools | Reports | Help

CERS Business

Home | Submittals | Facilities | Compliance | My Business

Business Activities: HMMD Commerce Facility

Home » Prepare Submittal (10397320) » Facility Information: Business Activities (Draft)

Instructions/Help

Use this form ... gement Regulatory Program. CE

Note: Be sure to check all activities that apply to your business.
The forms you will fill out in future windows are based on these entries.

Save | Cancel

Site Identification

Facility Name: HMMD Commerce Facility (Edit)

CERSID: 10397320

Business Site Address (Edit): 5825 commerce, CA 90040

County: Los Angeles

Edit Mapping

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 inventory local 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

Underground Petroleum Storage (UST)

Does your facility own or operate underground storage tanks? — Yes / No

Hazardous Waste

Does your facility generate Hazardous Waste? — Yes / No

If yes, provide an EPA Identification Number (EPA ID).

Does your facility treat hazardous waste on-site? — Yes / No

Is your facility's treatment subject to financial assurance requirements (for Permit by Rule and Conditional Authorization)? — Yes / No

Additional Information

Provide any additional information as necessary and/or required by your local regulator(s).

3) Click "Save." This will save your entries and take you to the "Business Owner/Operator Page" where you may complete any missing information.

Save | Cancel

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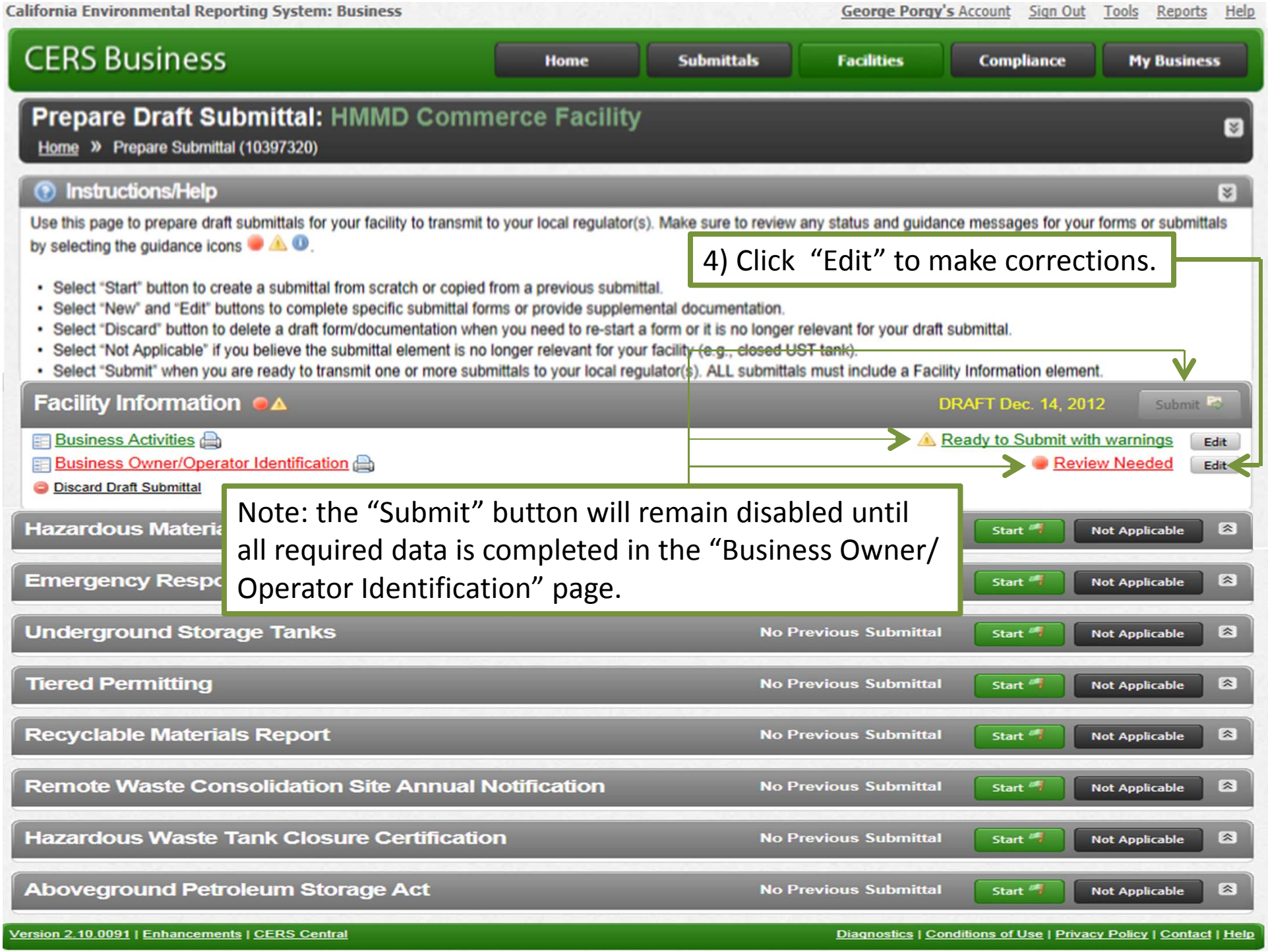
California Environmental Reporting System: Business
George Porgy's Account
Sign Out
Tools
Reports
Help
CERS Business
Home
Submittals
Facilities
Compliance
My Business
Prepare Draft Submittal: HMMD Commerce Facility
Home » Prepare Submittal (10397320)
Instructions/Help
Use this page to prepare draft submittals 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.
4) Click "Edit" to make corrections.
Facility Information
DRAFT Dec. 14, 2012
Submit
Business Activities
Business Owner/Operator Identification
Discard Draft Submittal
Ready to Submit with warnings
Edit
Review Needed
Edit
Note: the "Submit" button will remain disabled until all required data is completed in the "Business Owner/ Operator Identification" page.
Hazardous Materia
Start
Not Applicable
Emergency Respo
Start
Not Applicable
Underground Storage Tanks
No Previous Submittal
Start
Not Applicable
Tiered Permitting
No Previous Submittal
Start
Not Applicable
Recyclable Materials Report
No Previous Submittal
Start
Not Applicable
Remote Waste Consolidation Site Annual Notification
No Previous Submittal
Start
Not Applicable
Hazardous Waste Tank Closure Certification
No Previous Submittal
Start
Not Applicable
Aboveground Petroleum Storage Act
No Previous Submittal
Start
Not Applicable
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Diagnostics | Conditions of Use | Privacy Policy | Contact | Help

California Environmental Reporting System: Business

George Porgy's Account | Sign Out | Tools | Reports | Help

CERS Business

Home | Submittals | Facilities | Compliance | My Business

Business Owner/Operator Identification: HMMD Commerce Facility

Home » Prepare Submittal (10397320) » Facility Information: Business Owner/Operator Identification (Draft)

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.

Submittal Guidance

All (20) | Required (20) | Warning (0) | Advisory (0)

Required guidance must be resolved before you can submit the **Facility Information** submittal element.

- The field "Business Phone" MUST be completed before you submit this form.
- The field "Business Mailing Address" MUST be completed before you submit this form.
- The field "City" MUST be completed before you submit this form.
- The field "Phone" MUST be completed before you submit this form.
- The field "First & Last Name" MUST be completed before you submit this form.
- The field "Phone" MUST be completed before you submit this form.
- The field "Mailing Address" MUST be completed before you submit this form.
- The field "City" MUST be completed before you submit this form.
- The field "First & Last Name" MUST be completed before you submit this form.
- The field "Phone" MUST be completed before you submit this form.
- The field "Mailing Address" MUST be completed before you submit this form.
- The field "City" MUST be completed before you submit this form.
- The field "First & Last Name" MUST be completed before you submit this form.
- The field "Title" MUST be completed before you submit this form.
- The field "Business Phone" MUST be completed before you submit this form.
- The field "Primary Emergency Contact 24-Hour Phone" MUST be completed before you submit this form.
- The field "First & Last Name" MUST be completed before you submit this form.
- The field "Phone" MUST be completed before you submit this form.
- The field "Mailing Address" MUST be completed before you submit this form.
- The field "City" MUST be completed before you submit this form.

Note: Any errors or missing required fields are noted on the top of the page and the fields are highlighted in red below.

Save | Cancel

5) Complete all missing/highlighted fields and click "Save." This will take you to the "Draft Submittal" page.

Site Address

HMMD Commerce Facility
5825
commerce, CA 90040

Identification

Operator Name: George

Operator Phone:

Business Phone:

Business Fax:

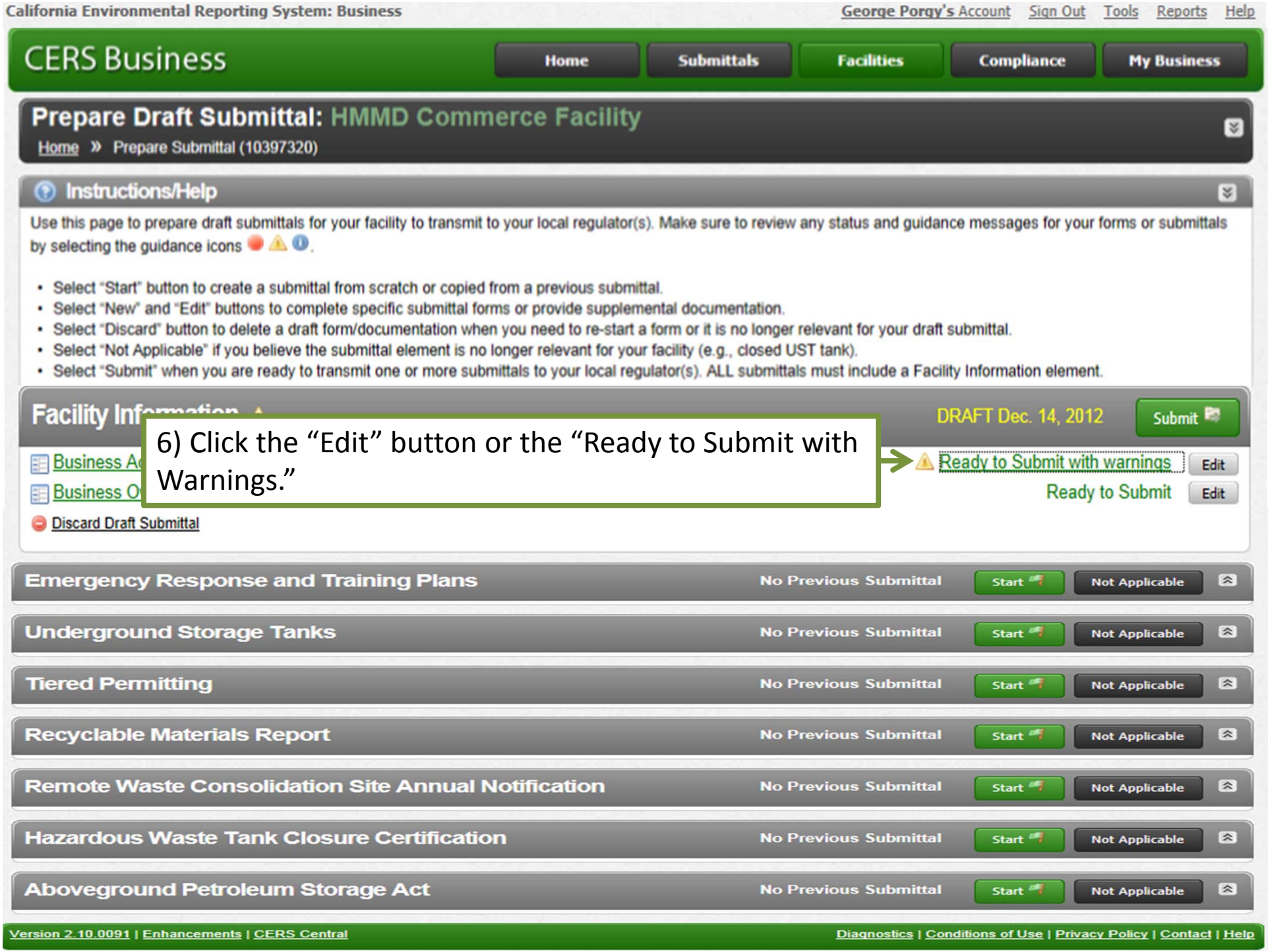
Beginning Date: 12/14/2012

Ending Date: 12/13/2013

Dun & Bradstreet:

SIC Code:

Primary NAICS:



6) Click the "Edit" button or the "Ready to Submit with Warnings."

California Environmental Reporting System: Business

George Porgy's Account | Sign Out | Tools | Reports | Help

CERS Business

Home | Submittals | Facilities | Compliance | My Business

Business Activities: HMMD Commerce Facility

Home » Prepare Submittal (10397320) » Facility Information: Business Activities (Draft)

Instructions/Help

Use this form to identify the activities occuring at your facility that are regulated under California's Unified Hazardous Waste and Hazardous Materials Management Regulatory Program. CERS will provide guidance on completing the reporting requirements for these business activities.

Submittal Guidance

All (3) | Required (0) | Warning (3) | Advisory (0)

Warning guidance let you know of issues that probably apply to you, but are not required to resolve before submitting the **Facility Information** submittal element.

- No federal EPA ID is on file in CERS for the Hazardous Waste Generator's facility (CERS ID: [10397320]). An EPA ID should be submitted in the Facility Information submittal element.
- No federal EPA ID is on file in CERS for the RCRA Large Quantity Generator's facility (CERS ID: [10397320]). An EPA ID should be submitted in the Facility Information submittal element.
- No federal EPA ID is on file in CERS for the Remote Waste Consolidation Site's facility (CERS ID: [10397320]). An EPA ID should be submitted in the Facility Information submittal element.

Save | Cancel

Site Identification

Facility Name
HMMD Commerce Facility
Edit

Business Site Address
5825
commerce, CA 90040
County: Los Angeles
Edit

CERSID
10397320

EPA ID Number
-
Edit

Edit Mapping

7) The condition causing the warning message is shown above. Click the "Edit" button to make the correction. In this case the EPA ID Number is missing.

Hazardous

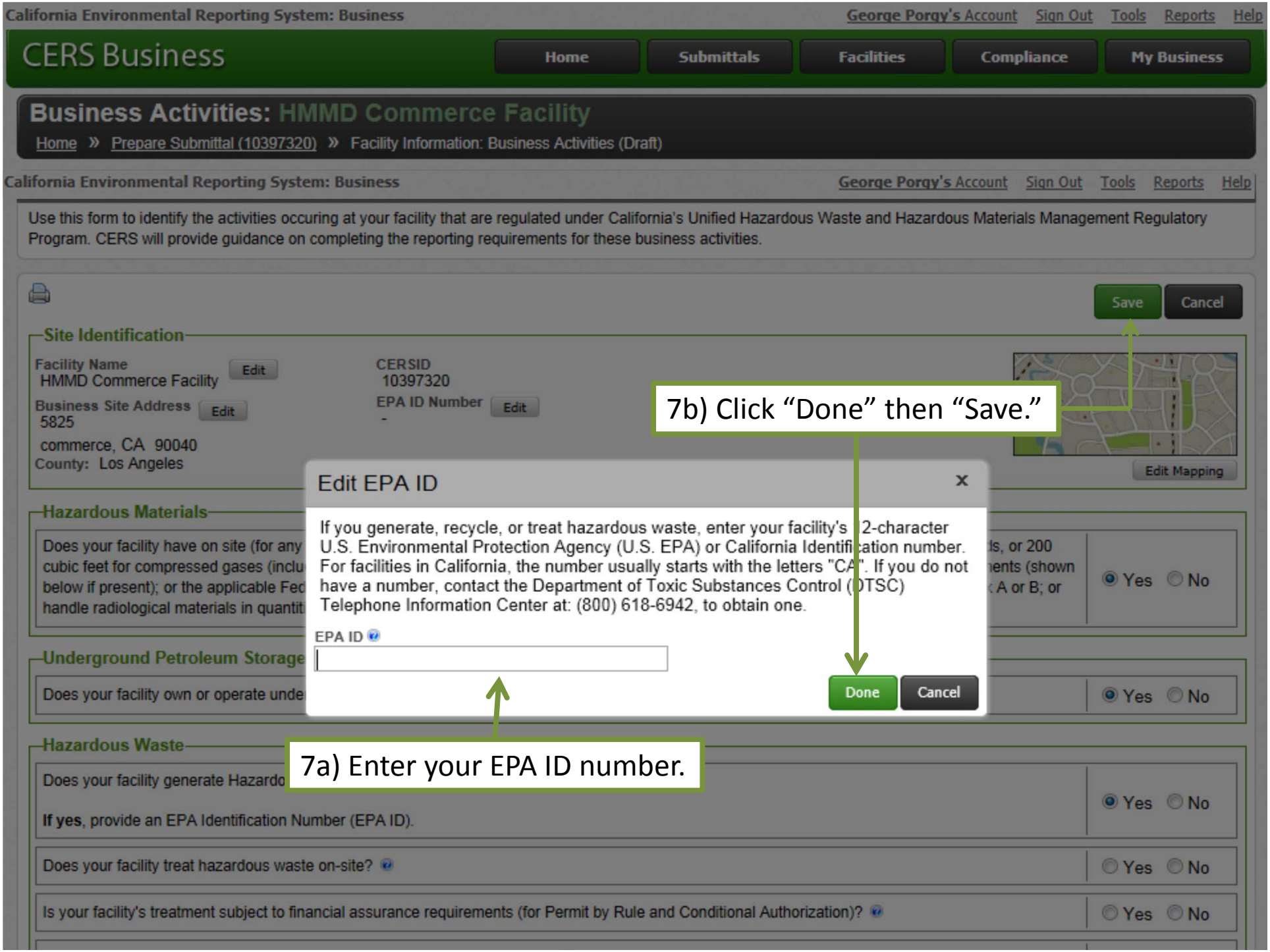
Does your fac
cubic feet for
below if present); or the applicable Federal threshold quantity for an extremely hazardous substance specified in 40 CFR Part 355, Appendix A or B; or handle radiological materials in quantities for which an emergency plan is required pursuant to 10 CFR Parts 30, 40 or 70?

Yes No

Underground Petroleum Storage (UST)

Does your facility own or operate underground storage tanks?

Yes No


California Environmental Reporting System: Business
George Porgy's Account Sign Out Tools Reports Help
CERS Business
Home
Submittals
Facilities
Compliance
My Business
Business Activities: HMMD Commerce Facility
Home » Prepare Submittal (10397320) » Facility Information: Business Activities (Draft)
Use this form to identify the activities occuring at your facility that are regulated under California's Unified Hazardous Waste and Hazardous Materials Management Regulatory Program. CERS will provide guidance on completing the reporting requirements for these business activities.
Save
Cancel
Site Identification
Facility Name
HMMD Commerce Facility
Edit
Business Site Address
5825
commerce, CA 90040
County: Los Angeles
CERSID
10397320
EPA ID Number
-
Edit Mapping
7b) Click "Done" then "Save."
Edit EPA ID
If you generate, recycle, or treat hazardous waste, enter your facility's 12-character U.S. Environmental Protection Agency (U.S. EPA) or California Identification number. For facilities in California, the number usually starts with the letters "CA". If you do not have a number, contact the Department of Toxic Substances Control (DTSC) Telephone Information Center at: (800) 618-6942, to obtain one.
EPA ID
Done
Cancel
Hazardous Materials
Underground Petroleum Storage
Hazardous Waste
7a) Enter your EPA ID number.
Does your facility generate Hazardo
If yes, provide an EPA Identification Number (EPA ID).
Does your facility treat hazardous waste on-site?
Is your facility's treatment subject to financial assurance requirements (for Permit by Rule and Conditional Authorization)?
Yes
No

California Environmental Reporting System: Business

George Porgy's Account | Sign Out | Tools | Reports | Help

CERS Business

Home | Submittals | Facilities | Compliance | My Business

Business Owner/Operator Identification: HMMD Commerce Facility

Home » Prepare Submittal (10397320) » Facility Information: Business Owner/Operator Identification (Draft)

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

8) Saving changes to the "Business Activities" page always returns to the "Business Owner/Operator Identification" page. Since all errors were already corrected clicking the "Save" button will return us to the "Draft Submittal" page.

Site Address

HMMD Commerce Facility
5825
com

Ide

Oper
George

Operator Phone: 999 999 9999
Business Phone: 999 999 9999
Business Fax:

Dun & Bradstreet:
SIC Code:
Primary NAICS:

Mailing Address

Copy address...

Mailing Address: 5825 Rickenbacker Road
City: Commerce
State: CA
ZIP/Postal Code: 90040

Owner

Copy address...

First & Last Name: George Porgey
Phone: 999 999 9999
Mailing Address: 5825 Rickenbacker Road
City: Commerce
State: ca
ZIP/Postal Code: 90040
Country: United States
For International Address

Primary Emergency Contact

First & Last Name: George
Title: Chief Environmental Officer
Business Phone: 999 999 9999
24-Hour Phone: 999 999 9999
Pager Number:

Secondary Emergency Contact

Name:
Title:
Business Phone:
24-Hour Phone:
Pager Number:

California Environmental Reporting System: Business

George Porgy's Account | Sign Out | Tools | Reports | Help

CERS Business

Home | Submittals | Facilities | Compliance | My Business

Prepare Draft Submittal: HMMD Commerce Facility

Home » Prepare Submittal (10397320)

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 Dec. 14, 2012 | Submit

Business Activities — Ready to Submit — Edit

Business Owner/Operator Identification — Ready to Submit — Edit

Discard Draft Submittal

9) With all errors and warnings corrected the "Submit" button is enabled. Click to submit.

Emergency Response and Training Plans	No Previous Submittal	Start	Not Applicable
Underground Storage Tanks	No Previous Submittal	Start	Not Applicable
Tiered Permitting	No Previous Submittal	Start	Not Applicable
Recyclable Materials Report	No Previous Submittal	Start	Not Applicable
Remote Waste Consolidation Site Annual Notification	No Previous Submittal	Start	Not Applicable
Hazardous Waste Tank Closure Certification	No Previous Submittal	Start	Not Applicable
Aboveground Petroleum Storage Act	No Previous Submittal	Start	Not Applicable

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Diagnostics | Conditions of Use | Privacy Policy | Contact | Help

California Environmental Reporting System: Business

George Porgy's Account | Sign Out | Tools | Reports | Help

CERS Business

Home | Submittals | Facilities | Compliance | My Business

Submittal Summary: HMMD Commerce Facility

Home » Draft Submittal » Submittal Summary (10397320)

Instructions/Help

- Select the **Submit Selected Elements** button to submit "Ready to Submit" submittal elements to your local regulator(s).
- If you must submit multiple submittal elements for your facility (e.g., Inventory, UST), complete all of them using the Prepare Draft Submittal page and then return to this page to submit them.
- The **Submit Selected Elements** button will be disabled if 1) you don't have permission to submit reports for your business, or 2) your Facility Information submittal element needs to be updated.
- All submittals must include a current Facility Information submittal element.

Note: The facility submittal is automatically checked. If we had additional submittal elements but did not wish to submit them all, we would simply uncheck them.

Ready to Submit

Submit Selected Elements

Facility Information

Ready To Submit ☑

Information will be reported to Los Angeles County Fire Department.

Add Comment To Regulator

10) Click "Submit Selected Elements."

Submit Selected Elements

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Diagnostics | Conditions of Use | Privacy Policy | Contact | Help

California Environmental Reporting System: Business

George Porgy's Account | Sign Out | Tools | Reports | Help

CERS Business

Home | Submittals | Facilities | Compliance | My Business

Submittal Finished: HMMD Commerce Facility

Home » Draft Submittal » Submittal Finished (10397320)

You have submitted the following elements on 12/21/2012 to **Los Angeles County Fire Department**

- Facility Information

What's Next?

- Return to the Draft Submittal page.
- Return to Facility Home.

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CERS Technical Support: Request Technical Assistance

Unified Program/General Assistance: Contact your local regulator(s)

11) Your regulator will be notified by CERS and once the submittal has been reviewed by your regulator you will be notified at the email address you provided of the regulator's findings. If for any reason a submittal is not accepted, there will be guidance as to the reason and/or instructions for corrections.