

Checklist Summary of Violations for California Accidental Release Prevention

PROGRAM LEVEL 2 FACILITIES

(Page 1 of 2)

County of Sacramento • Environmental Management Department (EMD) • Environmental Compliance Division
 10590 Armstrong Avenue, Suite A • Mather, CA 95655 • Voice (8am - 5pm): 916/875-8550 • FAX: 916/875-8513 • On the Web: <http://www.emd.saccounty.net>

FACILITY ID#:	PR #:	INSPECTION DATE:
DBA/FACILITY NAME:		ADDRESS:
FACILITY CONTACT:		FACILITY PHONE NUMBER:

COVERED PROCESS DESCRIPTION:

Instructions:

1. Violations summarized on this checklist are further denoted on the **Notice To Comply**. Violations require compliance within 30 days.
2. **Corrective action must be demonstrated with proof of compliance within 19 days for reinspections or priority violations or 35 days for all other violations by completion & submission of the Return To Compliance Statement on the back of this checklist.**

Facility status is evaluated for each item on this Checklist as follows:
 C= Compliance V= Violation NA= Not Applicable RV= Repeat Violation

Violation Code	Authority	Requirement	Facility Status			
			C	V	NA	RV

Prevention Program (Article 5)

		Safety Information				
ARP016	19 CCR 2755.1(a)	Up-to-date safety information related to the regulated substances, processes, and equipment is compiled and maintained: <ul style="list-style-type: none"> <input type="checkbox"/> Material Safety Data Sheets <input type="checkbox"/> Maximum intended inventory of equipment in which the regulated substances are stored or processed <input type="checkbox"/> Safe upper and lower temperatures, pressures, flows and compositions <input type="checkbox"/> Equipment specifications <input type="checkbox"/> Codes and standards used to design, build & operate the process 	<input type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/>
ARP017	19 CCR 2755.1(b)	Process is designed in compliance with recognized and generally accepted good engineering practices (Compliance with federal or state regulations that address industry-specific safe design or with industry-specific design codes and standards may be used to demonstrate compliance).	<input type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/>
ARP018	19 CCR 2755.1(c)	Safety information is updated if a major change occurs that makes the information inaccurate.	<input type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/>
		Hazard Review: Initial date: _____ 5 yr. update: _____ Major change: _____				
ARP019	19 CCR 2755.2(a)	Review of the hazards associated with the regulated substances, process, and procedures that includes the following elements is conducted: <ul style="list-style-type: none"> <input type="checkbox"/> The hazards associated with the process and regulated substances <input type="checkbox"/> Opportunities for equipment malfunctions or human errors that could cause an accidental release <input type="checkbox"/> The safeguards used or needed to control the hazards or prevent equipment malfunction or human error <input type="checkbox"/> Any steps used or needed to detect or monitor releases 	<input type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/>
ARP020	19 CCR 2755.2(b)	EMD is consulted to decide which hazard review methodology is best suited to determine and evaluate hazards of the process being analyzed.	<input type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/>
ARP021	19 CCR 2755.2(c)	For processes designed to meet industry standards or federal or state design rules, the hazard review, by inspecting all equipment, must determine whether the process is designed, fabricated, and operated in accordance with applicable standards or rules.	<input type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/>
ARP022	19 CCR 2755.2(d)	External events, including seismic events, are considered in hazard review.	<input type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/>
ARP023	19 CCR 2755.2(e)	Results of the hazard review are documented and problems are identified and resolved in a timely manner.	<input type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/>
ARP024	19 CCR 2755.2(f)	The hazard review is updated, as follows: <ul style="list-style-type: none"> <input type="checkbox"/> Once every 5 years <input type="checkbox"/> Whenever a major change in the process occurs. (Resolve all issues before startup of the changed process)	<input type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/>
		Operating Procedures				
ARP025	19 CCR 2755.3(b)	Written operating procedures that address the following elements are prepared: <ul style="list-style-type: none"> <input type="checkbox"/> Initial startup <input type="checkbox"/> Normal operations <input type="checkbox"/> Temporary operations <input type="checkbox"/> Emergency shutdown and operations <input type="checkbox"/> Normal shutdown <input type="checkbox"/> Startup following a normal or emergency shutdown or a major change that requires a hazard review <input type="checkbox"/> Consequences of deviations and steps required to correct or avoid deviations <input type="checkbox"/> Equipment inspections 	<input type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/>
ARP026	19 CCR 2755.3(c)	Operating procedures are updated whenever a major change occurs, and prior to startup of the changed process.	<input type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/>

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Prevention Program (cont'd)		Training				
ARP027	19 CCR 2755.4(a)	Each existing and newly assigned employee operating a process has been trained or tested, and is competent in the operating procedures that pertain to their duties. (The owner or operator may certify in writing those employees already operating a process on June 21, 1999 that they have the required knowledge, skills, and abilities to safely carry out the duties and responsibilities as provided in the operating procedures).	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ARP028	19 CCR 2755.4(b)	Refresher training is provided to each employee operating a process at least every three years, and more often, if necessary.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ARP029	19 CCR 2755.4(c)	Operators are trained in any updated or new procedures prior to startup after a major change.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Maintenance				
ARP030	19 CCR 2755.5(a)	Procedures to maintain on-going integrity of the process equipment are prepared and implemented.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ARP031	19 CCR 2755.5	Each employee involved in maintaining the on-going mechanical integrity of the process is trained to include: <input type="checkbox"/> The hazards of the process <input type="checkbox"/> How to avoid or correct unsafe conditions <input type="checkbox"/> All other procedures applicable to the employee's job tasks	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ARP032	19 CCR 2755.5(c)	Contract maintenance employees are trained to perform the maintenance procedures.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ARP033	19 CCR 2755.5(d)	Inspections and tests on process equipment are performed that follow recognized and generally accepted good engineering practices (The frequency of inspections & tests must be consistent with applicable manufacturer's recommendations, industry standards or codes, good engineering practices and prior operating experience).	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Compliance Audits Date of last two compliance audits: _____				
ARP034	19 CCR 2755.6(a)	Compliance audits are performed at least every three years to verify that the procedures and practices developed are adequate and are being followed.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ARP035	19 CCR 2755.6(b)	Compliance audit is conducted by at least one person knowledgeable in the process.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ARP036	19 CCR 2755.6(c)	Report of the audit findings is developed by owner or operator.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ARP037	19 CCR 2755.6(d)	Appropriate response to each of the compliance audit findings is determined, and deficiencies are corrected and documented	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ARP038	19 CCR 2755.6(e)	Two most recent compliance audit reports are retained.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Incident Investigation				
ARP039	19 CCR 2755.7(a)	Each incident which resulted in, or could reasonably result in a catastrophic release is investigated.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ARP040	19 CCR 2755.7(b)	All incident investigations are initiated within 48 hours of the incident.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ARP041	19 CCR 2755.7(c)	Summary of the investigation is prepared and includes: <input type="checkbox"/> Date of incident <input type="checkbox"/> Date investigation began <input type="checkbox"/> Description of incident <input type="checkbox"/> Factors that contributed to the incident <input type="checkbox"/> Recommendations resulting from the investigation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ARP042	19 CCR 2755.7(d)	Investigation findings are addressed and resolved, and resolutions and corrective actions are documented.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ARP043	19 CCR 2755.7(e)	Investigation findings are reviewed with affected personnel.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ARP044	19 CCR 2755.7(f)	Investigation summaries are retained for five years.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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