CSUDH | ENVIRONMENTAL HEALTH & SAFETY

OIL SPILL CONTINGENCY PLAN

Prepared for:
California State University, Dominguez Hills
1000 East Victoria Street
Carson, California 90747

April 2020

CSUDH ENVIRONMENTAL HEALTH & SAFETY

CURRENT VERSION OF CSUDH OIL SPILL CONTINGENCY PLAN

The Oil Spill Contingency Plan that follows has been checked and is the current version. Signify below that this plan is current, and plan revision and date.

Name of Reviewer	Revision	Date
Jeff Wood, Manager, Risk Management/ EHOS	Original	9/29/2014
Mike Williams, Environmental, Health & Safety Manager	Revision 1	4/30/2020

EMERGENCY TELEPHONE NUMBERS

Local Emergency Dispatch for Fire, Personal Injury or Local Police
911

Local Fire Department
310-324-5941
(LA County Fire Department Station 116)

CSUDH Police Department
310-243-3639
(Campus Extension 3333)

Los Angeles County Dept. of Public Works (LADPW)
800-675-4357

EHOS Spill Response Program Coordinator/Trainer
Mike Williams, Environmental, Health & Safety Manager: 310-243-2895 Office; 310-701-5795 Emergency

EHOS Spill Response Program Backup Coordinator/Trainer
Orson Faynor, Safety & Environmental Health Specialist: 310-243-3012 Office; 310-863-2122 Emergency

Facilities Services Spill Response Staff Manager
Russel Grogan, Trades Manager, Facility Services: 310-243-3795 Office; 310-243-2830 Emergency

Facilities Services Spill Response Staff Supervisor Backup
Richard Tetrick, Associate Director, Facility Services: 310-243-3795 Office; 310-261-1908 Emergency

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DEFINITIONS/ACRONYMS

DISCHARGE includes, but is not limited to, any spilling, leaking, pumping, pouring, emitting, emptying, or dumping.

Facility Response Plan (FRP) rule A Facility Response Plan (FRP) demonstrates a facility's preparedness to respond to a worst case oil discharge. Under the Clean Water Act, as amended by the Oil Pollution Act, certain facilities that store and use oil are required to prepare and submit these plans.

LADPW Los Angeles Department of Public Works

MAJOR DISASTER means any hurricane, tornado, storm, flood, high water, wind-driven water, tidal wave, earthquake, drought, fire, or other catastrophe in any part of the United States which, in the determination

NRC National Response Center

OES Office of Emergency Services

OIL means oil of any kind or in any form, including, but not limited to, petroleum, fuel oil, sludge, oil refuse, and oil mixed with wastes other than dredged spoil.

OIL-FILLED OPERATIONAL EQUIPMENT is equipment that includes an oil storage container (or multiple containers and associated piping intrinsic to the operation of the equipment) in which the oil is present solely to support the function of the apparatus or the device. It is not considered a bulk storage container, and does not include oil-filled manufacturing equipment (flow-through process).

OSCP Oil Spill Contingency Plan, is a detailed oil spill response and removal plan that addresses controlling, containing, and recovering an oil discharge in quantities that may be harmful to navigable water or adjoining shorelines.

REMOVE/REMOVAL refers to the removal of the oil from the water and shorelines or the taking of such other actions as may be necessary to minimize or mitigate damage to the public health or welfare, including, but not limited to, fish, shellfish, wildlife, and public and private property, shorelines, and beaches.

SPCC Spill Prevention Countermeasure Control

SPCC Rule The SPCC rule provides requirements for oil spill prevention, preparedness, and response to prevent oil discharges to navigable waters and adjoining shorelines. The rule requires specific facilities to prepare, amend, and implement SPCC Plans. The SPCC rule is part of the Oil Pollution Prevention regulation, which also includes the Facility Response Plan (FRP) rule.

CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS
OIL SPILL CONTINGENCY PLAN

PART I: INTRODUCTION

1.1 Purpose and Scope

This Oil Spill Contingency Plan is prepared in accordance with 40 CFR 112.7(d) to address areas of the campus where secondary containment is impracticable, as documented in the facility Tier I Qualified Facility Spill Prevention, Control, and Countermeasure (SPCC) Plan.

The purpose of this Oil Spill Contingency Plan ("Contingency Plan") is to define procedures and tactics for responding to discharges of oil into navigable waters or adjoining shorelines of the United States, originating more specifically from above-ground oil-filled operational equipment at California State University, Dominguez Hills ("CSUDH") that lack adequate secondary containment. The Contingency Plan is implemented whenever a discharge of oil has reached, or threatens, navigable waters or adjoining shorelines.

The objective of procedures described in this Contingency Plan is to protect the public, CSUDH staff, and other responders during oil discharges. In addition, the Plan is intended to minimize damage to the environment, natural resources, and facility installations from a discharge of oil. This Oil Spill Contingency Plan complements the prevention and control measures presented in the campus' SPCC Plan by addressing areas of the campus that have inadequate secondary containment and impacts that may result from a discharge from these areas. The campus implements a detailed and stringent equipment inspection/maintenance program to prevent leaks from the equipment. Areas lacking adequate containment at CSUDH include the oils within transformers and elevator hydraulic oil reservoirs.

This Oil Spill Contingency Plan follows the content and organization of 40 CFR part 109 and describes the distribution of responsibilities and basic procedures for responding to an oil discharge and performing cleanup operations.

1.2 Resources at Risk

The closest receivable waterway is the Del Amo Channel, approximately 0.39 miles south of the campus, with an estimated flow (through storm drain channels) south from the campus (see Figure C-1 in Appendix C). The Del Amo Channel leads to the Dominguez Channel, approximately 0.978 miles southwest of the campus, with a southeast flow that eventually empties into the east basin of the Port of Los Angeles and into the Pacific Ocean. Storm water catch basins located throughout the campus drains into the Del Amo Channel, which flows in a south-southwest direction into the Dominguez Channel.

The campus maps included in Appendix C (Figures C-2 – C-17) indicates the location of the various oil-filled operational equipment and reservoirs with inadequate secondary containment. Ground cover on campus consists of compacted soil, low lying vegetation, asphalt, and concrete pavements. The natural topography of the campus is graded in a west-southwest direction, and all surface drainage from the campus therefore flows through storm drain channels into the Del Amo Channel. There are two (2) main storm drain channels that lead into the Del Amo Channel from the campus: Avalon Blvd Drain – Line A that runs along the West side of campus (approx. 0.8 miles from campus perimeter to Del Amo Channel); and PD 0961 that runs south of the campus starting at the intersection of University Drive and Campaign Drive (approx. 0.54 miles from campus perimeter to Del Amo Channel).

The point from which Avalon Blvd Drain – Line A enters the Del Amo Channel is approximately 0.27 miles to the Dominguez Channel. The point from which PD 0961 enters the Del Amo Channel is approximately 0.72 miles to the Dominguez Channel.

Table 1.1 below lists the oil-filled operational equipment on campus that lack adequate secondary containment (see Figures C-2 – C-16):

Table 1.1 – Oil-filled Operational Equipment/Tanks

Oil Storage Container/ Equipment and Location	Volume (gallons)
Transformer Oil, P5046772, Facility Services, West Exterior (Figure C-6)	270
Transformer Oil, CMSCPHV6-5, CA Academy of Math and Science (CAMS), North Exterior (Figure C-2)	361
Transformer Oil, EACSUBSBS54, East Academic Complex (EAC), Southeast Exterior (Figure C-3)	271
Transformer Oil, SCC-004-HV5-6, School of Education (COE), South Exterior (Figure C-3)	290
Transformer Oil, P5063207, BLDG A-Pueblo Dominguez SH-1, Building F, Northeast Exterior (Figure C-5)	192
Transformer Oil, CPHV6-4, BLDG X-Pueblo Dominguez SH-2, Building X, Northeast Exterior (Figure C-5)	195
Transformer Oil, Extended Education Center (EE), Southwest Exterior (Figure C-4)	203
Transformer Oil, JWH SUB SHC 200HV1&2 T1, Welch Hall, North Exterior (Figure C-4)	272
Transformer Oil, JWH SUB SHC 200HV1&2 T2, Welch Hall, North Exterior (Figure C-4)	272
Transformer Oil, South Library Building, Room 1921, First Floor (Figure C-7)	440
Transformer Oil, T-52, Science and Innovation Building, North Exterior (Figure C-17)	300
Hydraulic Oil, Steel Tank, Elevator, Natural Science and Math (NSM), Room E-033, Basement (Figure C-8)	110
Hydraulic Oil, Steel Tank, Elevator, Social & Behav. Science (SBS), Room A122, First Floor (Figure C-9)	100
Hydraulic Oil, Steel Tank, Elevator, University Theatre, Room A-002, Basement (Figure C-10)	55
Hydraulic Oil, Steel Tank, Elevator #1, Welch Hall, Room E-162, First Floor (Figure C-11)	80
Hydraulic Oil, Steel Tank, Elevator #2, Welch Hall, Room E-162, First Floor (Figure C-11)	80
Hydraulic Oil, Steel Tank, Elevator #3, Welch Hall, Room E-162, First Floor (Figure C-11)	80
Hydraulic Oil, Steel Tank, Elevator, Lacorte Hall, Room A008, Basement (Figure C-15)	80
Hydraulic Oil, Steel Tank, Elevator, Student Union, Room 185, First Floor (Figure C-13)	240
Hydraulic Oil, Steel Tank, Elevator, Student Union, Room 205, Second Floor (Figure C-14)	180
Hydraulic Oil, Steel Tank, Elevator, Student Union Basement (by West Entrance), Elevator #1 (Figure C-12)	145
Hydraulic Oil, Steel Tank, Elevator, Student Union Basement (by West Entrance), Elevator #2 (Figure C-12)	145
Hydraulic Oil, Steel Tank, Elevator, Science and Innovation Building (by Southwest Entrance), Room 110, First Floor, Elevator #1 (Figure C-16)	152
Hydraulic Oil, Steel Tank, Elevator, Science and Innovation Building (by Northeast Entrance), Room 116, First Floor, Elevator #2 (Figure C-16)	170

All equipment and associated tanks are aboveground. Storm drains located throughout the campus drains into the Avalon Blvd Drain – Line A and PD 0961 catch basins along the campus' west and south perimeter. Given the direction of surface drainage and the storm drain system on campus, a discharge from any of the containers/equipment listed above could reach the Dominguez Channel, via the Del Amo Channel through the storm drain system.

The Dominguez Channel is a 15.7-mile long waterway and is not used as a public drinking water supply. The waterway, however, empties into the East Basin of the Port of Los Angeles, and into the Pacific Ocean.

There are residences within the immediate vicinity of the campus to the north, west and south, and commercial/industrial buildings to the east of the campus. CSUDH will coordinate with the Los Angeles County Fire and/or police departments and with its residential and commercial neighbors to provide the appropriate warnings in the event of a discharge that could affect public health and safety.

1.3 Risk Assessment

The campus stores and maintains approximately 8,956 gallons of oil within bulk storage containers and oil-filled operational equipment, all of which are located aboveground. The total volume of oil within oil-filled equipment lacking adequate secondary containment is approximately 4,683 gallons. The majority of the bulk storage containers are equipped with secondary containment, but the oil-filled equipment lack secondary containment since such containment is impracticable because of safety considerations and site configuration at the campus.

The largest volume of oil-filled equipment is 440 gallons and is a transformer that is located within Room 1921 in the South Library Building. The likelihood of this discharge reaching a waterbody is minimal to none since there are no storm drains within the vicinity of the transformer. The largest volume of exterior oil-filled equipment is the transformer on the north exterior of the California Academy of Mathematics and Science (CAMS) Building, which contains 361 gallons of transformer oil. The threat for discharge to a waterbody is high in this location due to the close proximity of a swale that leads to a storm drain.

A risk assessment has been performed for each oil-filled operational equipment on campus and can be found in Table 1.2 below. The risk assessment uses a risk rating of high, medium and low, with the following severity definitions:

High = Discharge could be catastrophic, with high probability of discharge reaching the storm system;

Medium = Discharge is limited to surface/ground in the vicinity of equipment, requiring soil cleanup and a moderate cleanup effort;

Low = Discharge is limited to a small leak in the immediate vicinity of equipment, with minimal cleanup efforts (able to clean up at source of spill).

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Table 1.2 – Oil-filled Operational Equipment/Tanks Risk Assessment

Oil Storage Container/ Equipment and Location	Volume (gallons)	Direction of flow for uncontained discharge	Closest drainage discharge location	Risk Assessment (High, Medium, Low)
Transformer Oil, P5046772, Facility Services, West Exterior (Figure C-6)	270	Southwest and East	• Soil/grass area surrounding transformer North and West; • Concrete paved walkways & asphalt driveway adjacent to the South and East.	• On concrete pad w/ 5-10 gal pit for incidental spills; • Building & electrical breaker to the North; • Adjacent to driveway with potential for vehicular traffic (Facility Services staff only) ➔ Medium
Transformer Oil, CMSCPHV6-5, CA Academy of Math and Science (CAMS), North Exterior (Figure C-2)	361	West	Concrete swale adjacent to transformer, leads to storm drain 90 ft away.	• On concrete pad w/ 5-10 gal pit for incidental spills; • Grass/soil area surrounding transformer; • Adjacent to basketball court with potential for high pedestrian traffic. ➔ High
Transformer Oil, EACSUBSBS54, East Academic Complex (EAC), SE Exterior (Figure C-3)	271	West	112 ft west and downhill to storm drain on East side of SBS building.	• On concrete pad w/ 5-10 gal pit for incidental spills; • Gravel/soil area surrounding transformer; • Adjacent EAC building walkway ramp approx. 2 ft above transformer level; • Within locked fenced area; • Soil/grass area immediately South of transformer (outside fenced area). ➔ Medium
Transformer Oil, SCC-004-HV5-6, School of Education (COE), South Exterior (Figure C-3)	290	Southwest	82 ft Southwest to storm drain.	• On concrete pad on raised curb w/ 5-10 gal pit for incidental spills; • Grass/soil area surrounding transformer; • Adjacent to parking lot with potential for vehicular traffic (parking curb present). ➔ Medium
Transformer Oil, P5063207, BLDG A-Pueblo Dominguez SH-1, Building F, NE Exterior (Figure C-5)	192	Northwest	• Soil/grass area surrounding transformer; • 10.5 ft West-Northwest to irrigation pipe in grass.	• On concrete pad w/ 5-10 gal pit for incidental spills; • Grass/soil area surrounding transformer; • Adjacent to parking lot with potential for medium-high vehicular traffic (parking curb present). ➔ Medium

Oil Storage Container/ Equipment and Location	Volume (gallons)	Direction of flow for uncontained discharge	Closest drainage discharge location	Risk Assessment (High, Medium, Low)
Transformer Oil, CPHV6-4, BLDG X-Pueblo Dominguez SH-2, Building X, NE Exterior (Figure C-5)	195	• Radial • West towards Bldg X	• Soil/grass area surrounding transformer; • 2 ft East to irrigation pipe in grass.	• On concrete pad w/ 5-10 gal pit for incidental spills; • Grass/soil area surrounding transformer; • Raised concrete ramp East of transformer with handrails; • Not in frequent pedestrian access area. ➔ Medium
Transformer Oil, Extended Education Center (EE), SW Exterior (Figure C-4)	203	Northwest	Grass/soil area 9 ft West of gated area.	• On concrete pad w/ 5-10 gal pit for incidental spills; • Within locked area with concrete walls. ➔ Low
Transformer Oil, JWH SUB SHC 200HV1&2 T1, Welch Hall, North Exterior (Figure C-4)	272	Northeast and West	• 27 ft Northeast to storm drain in driveway; • 9 ft West to storm drain in driveway.	• On concrete pad w/ 10-15 gal pit for incidental spills; • Asphalt parking area surrounding transformer; • Adjacent to service driveway and entrance gate with potential for vehicular traffic (CSUDH staff only). ➔ High
Transformer Oil, JWH SUB SHC 200HV1&2 T2, Welch Hall, North Exterior (Figure C-4)	272	Northeast & West	• 20 ft Notheast to storm drain in driveway; • 16 ft West to storm drain in driveway.	• On concrete pad w/ 10-15 gal pit for incidental spills; • Asphalt parking area surrounding transformer; • Adjacent to service driveway and entrance gate with potential for vehicular traffic (CSUDH staff only). ➔ High
Transformer Oil, South Library Building, Room 1921, First Floor (Figure C-7)	440	• Radial • Southwest	None (no drains within room or vicinity).	• On concrete pad and floor; • Threshold at door; • Within locked room. ➔ Low
Transformer Oil, T-52, Science and Innovation Building, North Exterior (Figure C-17)	300	• Radial • Northwest	88 ft Northwest to storm drain in parking lot.	• On concrete pad on raised curb w/ 5-10 gal pit for incidental spills; • Within locked fenced area; • North of Science and Innovation Building;

Oil Storage Container/ Equipment and Location	Volume (gallons)	Direction of flow for uncontained discharge	Closest drainage discharge location	Risk Assessment (High, Medium, Low)
				• Adjacent to driveway and parking lot with potential for vehicular traffic (parking curb present). ➔ Medium
Hydraulic Oil, Steel Tank, Elevator, Natural Science and Math (NSM), Room E-033, Basement (Figure C-8)	110	Radial	• None (no drains within room or vicinity; • 15.5 ft to main elevator electrical pit in hallway outside room.	• On concrete floor; • In basement; • Within locked room. ➔ Low
Hydraulic Oil, Steel Tank, Elevator, Social & Behav. Science (SBS), Room A122, First Floor (Figure C-9)	100	• Radial • North/Northwest	• 19 ft North to HVAC condensate drain (sewer) in room; • 19.5 ft Northwest to sewer floor drain in room.	• On concrete floor w/ an adjacent 5-10 gal vault housing electrical conduits; • Within locked room. ➔ High
Hydraulic Oil, Steel Tank, Elevator, University Theatre, Room A-002, Basement (Figure C-10)	55	• Radial • North/Northwest	None (no drains within room or vicinity.	• On concrete floor; • In basement; • Within locked room. ➔ Low
Hydraulic Oil, Steel Tank, Elevator #1, Welch Hall, Room E-162, First Floor (Figure C-11)	80	• Radial • Southeast	20 ft Southeast to storm drain in hall/courtyard area outside room.	• On concrete floor; • Threshold at door; • Within locked room. ➔ Medium
Hydraulic Oil, Steel Tank, Elevator #2, Welch Hall, Room E-162, First Floor (Figure C-11)	80	• Radial • Southeast	27 ft Southeast to storm drain in hall/courtyard area outside room.	• On concrete floor; • Threshold at door; • Within locked room. ➔ Medium
Hydraulic Oil, Steel Tank, Elevator #3, Welch Hall, Room E-162, First Floor (Figure C-11)	80	• Radial • Southeast	39 ft Southeast to storm drain in hall/courtyard area outside room.	• On concrete floor; • Threshold at door; • Within locked room. ➔ Medium
Hydraulic Oil, Steel Tank, Elevator, Lacorte Hall, Room A008, Basement (Figure C-15)	80	• Radial • North	9 ft North to sewer drain in hallway outside room.	• On concrete floor; • No threshold at door; • Within locked room. ➔ Medium/High
Hydraulic Oil, Steel Tank, Elevator, Student Union, Room 185, First Floor (Figure C-13)	240	• Radial • West-Southwest	15.5 ft west-Southwest to sewer drain in hallway outside room.	• On concrete floor; • Threshold at door; • Main sewer sump S of room; • Within locked room. ➔ Medium

Oil Storage Container/ Equipment and Location	Volume (gallons)	Direction of flow for uncontained discharge	Closest drainage discharge location	Risk Assessment (High, Medium, Low)
Hydraulic Oil, Steel Tank, Elevator, Student Union, Room 205, Second Floor (Figure C-14)	180	• Radial • South-Southeast in adjacent Kitchen	25 ft South-Southeast to sewer drain in adjacent kitchen outside room.	• On concrete floor; • Threshold at door and kitchen door; • Within locked room. ➔ Medium
Hydraulic Oil, Steel Tank, Elevator, Student Union Basement (by W Entrance), Elevator #1 (Figure C-12)	145	• Radial • West	• 17.5 ft West to closest sewer drain in adjacent equipment room outside room; • Seven (7) sewer drains in adjacent equipment room; • One (1) sewer sump; • One (1) storm sump.	• On concrete floor; • No threshold at door; • Within locked room. ➔ Medium/High
Hydraulic Oil, Steel Tank, Elevator, Student Union Basement (by W Entrance), Elevator #2 (Figure C-12)	145			
Hydraulic Oil, Steel Tank, Elevator, Science and Innovation Building (by Southwest Entrance), Room 110, First Floor, Elevator #1 (Figure C-16)	152	• Radial • Southwest	• 27 ft Southwest to storm drain in walkway outside of building	• On concrete floor; • No threshold at door; • Within locked room. ➔ Medium/High
Hydraulic Oil, Steel Tank, Elevator, Science and Innovation Building (by Northeast Entrance), Room 116, First Floor, Elevator #2 (Figure C-16)	170	• Radial • East	• 32 ft East to irrigation drains in walkway outside of building • 74 ft Southeast to sewer and storm drains in walkway outside of building	• On concrete floor; • No threshold at door; • Within locked room; • Elevator room within building; • Drain is located outside of building. ➔ Low/Medium

It is highly unlikely that all of the above oil-filled equipment would leak at the same time, causing a discharge of the total volume of oil within oil-filled equipment i.e. 4,683 gallons. Based on the above risk assessment, the largest volume of oil-filled equipment presenting the highest risk of discharge, is the transformer on the north exterior of the California Academy of Mathematics and Science (CAMS) Building, which contains 361 gallons of transformer oil. The closest threat for discharge to a waterbody is an adjacent swale that leads to a storm drain 90 ft away. This storm drain leads to the PD 0961 storm drain channel. Using a simple channel flow rate between 2 and 10 feet per second (fps), the approximate times an oil discharge at CAMS may reach the Del Amo channel and eventually the Dominguez channel are as follows:

- PD 0961 – Del Amo = 0.54 miles, approx. 5 minutes – 24 minutes
- PD 0961 @ Del Amo – Dominguez = 0.72 miles, approx. 6 minutes – 32 minutes

If a discharge entered the Avalon Blvd Drain – Line A storm drain, it would take approximately 7 – 35 minutes to reach the Del Amo Channel from the campus perimeter, and approximately 2 – 12 minutes to enter the Dominguez Channel.

1.4 Response Strategy

CSUDH personnel and contractors are equipped and trained to respond to certain “minor discharges” confined within the campus. Minor discharges can generally be described as those where the quantity of product discharged is small, the discharged material can be easily stopped and controlled, the discharge is localized, and the oil is not likely to seep into groundwater or reach surface water or adjoining shorelines. Procedures for responding to these minor discharges are covered in the SPCC Plan.

This Contingency Plan addresses all discharge incidents, including those that affect navigable waters or during which the oil cannot be safely controlled by facility personnel and confined within the boundaries of the facility. Response to such incidents may necessitate the assistance of outside contractors or other responders to prevent imminent impact to navigable waters.

PART II: SPILL DISCOVERY AND RESPONSE

2.1 Distribution of Responsibilities

CSUDH has the primary responsibility for providing the initial response to oil discharge incidents originating from its campus. To accomplish this, CSUDH has designated the Facilities Services Spill Response Staff Supervisor, Johnathan Scheffler, as the qualified oil discharge Response Coordinator (RC) in the event of an oil discharge. The RC will be supported by the Facilities Services Spill Response Staff Supervisor Backup, Richard Tetrick.

The RC plays a central coordinating role in any emergency situation, as illustrated in the emergency organization chart in Figure 2.1.

The RC has the authority to commit the necessary services and equipment to respond to the discharge and to request assistance from LA County Fire Department Station 116 and/or police departments, contractors, or other responders, as appropriate.

The RC will direct notifications and initial response actions in accordance with training and capabilities. In the event of a fire or emergency situation that threatens the health and safety of those present at the site, the RC will direct evacuations and contact the fire and police departments.

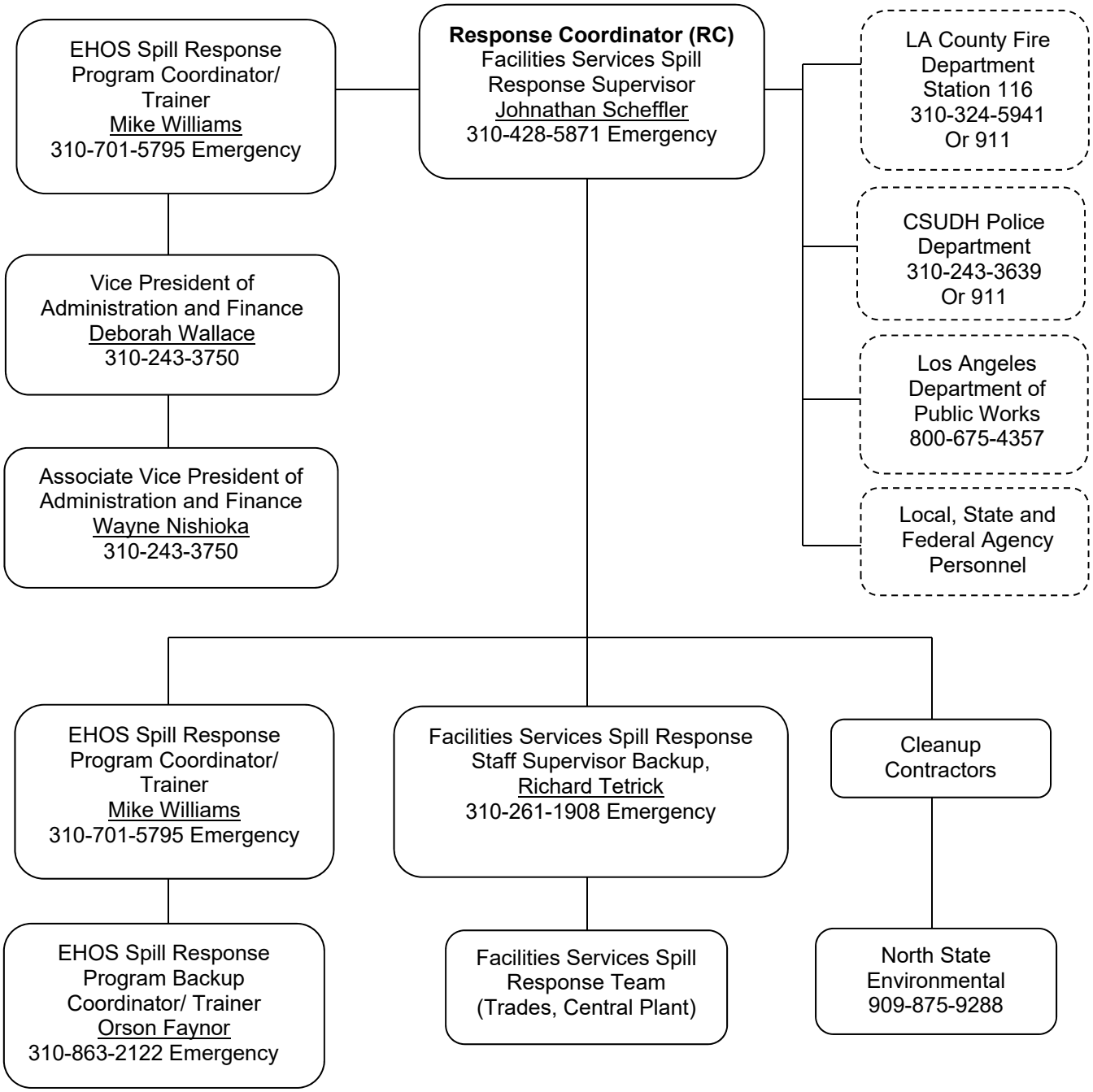
In the event of an emergency involving outside response agencies, the RC's primary responsibility is to provide information regarding the characteristics of the materials and equipment involved and to provide access to CSUDH resources as requested. The RC shall also take necessary measures to control the flow of people, emergency equipment, and supplies and obtain the support of the CSUDH Police Department and/or LA County Sheriff's Department (Carson Station) as needed to maintain control of the campus. These controls may be necessary to minimize injuries and confusion.

Finally, the RC serves as the coordinator for radio communications by acquiring all essential information and ensuring clear communication of information to emergency response personnel. The RC has access to reference material at the field office (Facility Services) either as printed material or on computer files that can further assist the response activities.

Whenever circumstances permit, the RC transmits assessments and recommendations to CSUDH EHOS Spill Response Program Coordinator/Trainer, Mike Williams, for direction. Additional Senior Management may be involved in the event of a catastrophic spill and will be contacted in the following order: (1) Vice President of Administration and Finance; (2) Associate Vice President of Administration and Finance.

In the event that the Facilities Services Spill Response Staff Supervisor is not available, the responsibility and authority for initiating a response to a discharge rests with the EHOS Spill Response Program Coordinator/Trainer, with assistance from the Spill Response Team Members. During off hours, the University Police Department has the responsibility and authority for initiating a response to a discharge.

Figure 2.1 – Distribution of Response Authority and Communication



2.2 Response Activities

In the event of a discharge, the first priority is to safely stop the product flow and to shut off all ignition sources within a 20-foot radius of the discharged oil, followed by the containment, control, and mitigation of the discharge. This Contingency Plan breaks actions to be performed to respond to an oil discharge into different phases, described in greater detail in the checklists below.

2.2.1 Discharge Discovery and Source Control

Minor Discharge. A minor discharge (i.e., small volume leak from equipment) may be discovered by passers-by, CSUDH personnel or by contractor personnel during scheduled daily or monthly visits to the facility. Aboveground equipment are visually inspected weekly and monthly during normal inspection rounds.

Major Discharge. A more severe and sudden discharge will trigger the automatic shut down of the equipment and will affect power to select areas of the campus. The impact will likely be discovered by passers-by and other CSUDH staff, who would then inform CSUDH Facilities Services Spill Response Staff. Response times may be longer during summer and winter breaks when school is not in session, and thus may only be detected during the weekly inspections by CSUDH personnel or monthly servicing by vendor personnel. The maximum amount of time until a major discharge is detected (during non-school times) can be up to 1 week.

Notifications to the National Response Center, California Office of Emergency Services (OES), and Los Angeles County Fire Department Health Hazardous Materials Division (local CUPA) must occur immediately upon discovery of reportable discharges.

Checklist 2.2.1

Completed	Actions
	Immediately report the discharge to the RC, providing the following information: ❖ Exact location; ❖ Material involved; ❖ Quantity involved; ❖ Topographic and environmental conditions; ❖ Circumstances that may hinder response; and ❖ Injuries, if any.
	Shut down pumping in event of a spill during oil transfer operation.
	Turn off or eliminate all potential sources of ignition.
	Limit access to the area by shutting the room door (if applicable).
	Locate and secure the source of discharge.
	If safe to do so, contain discharge with sorbents, sandbags, or other materials from the spill kits.

2.2.2 Assessment and Notifications

Checklist 2.2.2

Completed	Actions
	Investigate the discharge to assess the actual or potential threat to human health or the environment: ❖ Location of the discharge relative to receiving waterbodies; ❖ Quantity of spilled material; ❖ Ambient conditions (temperature, rain); ❖ Other contributing factors such as fire or explosion hazards; and ❖ Sensitive receptors downstream.
	Request outside assistance from local emergency responders, as needed.
	Evaluate the need to evacuate facility and evacuate employees, as needed.
	Notify the fire/police departments and Department of Toxic Substances and Control (DTSC) Emergency Response Program to assess whether community evacuation is needed.
	Notify immediately: ❖ 911 ❖ National Response Center ❖ Response contractor(s) ❖ DTSC Emergency Response Program ❖ State authorities
	Communicate with neighboring property owners regarding the discharge and actions taken to mitigate the damage.
	If the oil reaches (or threatens to reach) a storm drain, it is assumed that oil has reached the Del Amo or Dominguez Channels and an inspection at the appropriate Channel should be conducted to identify if a release has reached navigable waters. If so, notify the local fire/police departments to limit access to the Channel(s) by local residents until the oil has been contained and recovered. Additionally, notify downstream water users of the spill and of actions that will be taken to protect these downstream receptors.

2.2.3 Control and Recovery

The RC directs the initial control of the oil flow by CSUDH personnel, North State Environmental, and other contractor personnel. The actions taken will depend on whether the oil has reached water or is still on land. All effort will be made to prevent oil from reaching water.

If the oil has not yet reached water:

Checklist 2.2.3 (non-water)

Completed	Actions
	Deploy sandbags and absorbent socks down gradient from the oil, or erect temporary barriers such as trenches or mounds to prevent the oil from flowing into storm and/or sewer drains.
	Implement land-based response actions (countermeasure) such as digging temporary containment pits, ponds, or curbs to prevent the flow of oil into the storm and/or sewer drains.
	Deploy absorbent sock and sorbent material around the storm and/or sewer drains to prevent oil from entering waters.

If the oil has reached water:

Checklist 2.2.3 (water)

Completed	Actions
	Contact cleanup contractor(s).
	Deploy floating booms immediately downstream from the release point. ❖ PD 0961 enters the Del Amo Channel at the intersection of Eddington Drive and Turmont Street; ❖ Avalon Blvd Drain – Line A enters the Del Amo Channel at the intersection of Avalon Blvd and Turmont Street; ❖ PD 0668/Del Amo Channel enters the Dominguez Channel 400 feet south of intersection of Del Amo Boulevard and San Diego Freeway (I-405) The Del Amo Channel is relatively narrow and shallow. Floating boom deployment does not require the use of a boat. The Dominguez Channel is approximately 170 feet wide, and may require the use of a boat depending on the volume of water in the channel at the time of discharge.
	Control oil flow on the ground by placing absorbent socks and other sorbent material or physical barriers (e.g., “kitty litter,” sandbags, earthen berm, trenches) across the oil flow path.
	Deploy additional floating booms across the whole width of the Channel at the next access point downstream from the release point. Access points and staging areas along the shoreline are identified on Figure C-1 of this Contingency Plan.
	Deploy protective booming measures for downstream receptors that may be impacted by the spill.

2.2.4 Disposal of Recovered Product and Contaminated Response Material

The RC ensures that all contaminated materials classified as hazardous waste are disposed of in accordance with all applicable solid and hazardous waste regulations.

Checklist 2.2.4

Completed	Actions
	Place any recovered product that can be recycled into the overspill drums to be separated and recycled.
	Dispose of recovered product not suitable for on-site recycling with the rest of the waste collected during the response efforts.
	Collect all debris in properly labeled waste containers (impervious bags, drums, or buckets).
	Dispose of contaminated material in accordance with all applicable solid and hazardous waste regulations using a licensed waste hauler and disposal facility, after appropriately characterizing the material for collection and disposal.
	Dispose of all contaminated response material within 2 weeks of the discharge.

2.2.5 Termination

The RC ensures that cleanup has been completed and that the contaminated area has been treated or mitigated according to the applicable regulations and state/federal cleanup action levels. The RC collaborates with the local, state and federal authorities regarding the assessment of damages.

Checklist 2.2.5

Completed	Actions
	Ensure that all repairs to the defective equipment have been completed.
	Review circumstances that led to the discharge and take all necessary precautions to prevent a recurrence.
	Evaluate the effectiveness of the response activities and make adjustments as necessary to response procedures and personnel training.
	Carry out personnel and contractor debriefings as necessary to emphasize prevention measures or to communicate changes in operations or response procedures.
	Submit any required follow-up reports to the authorities. *40 CFR 112.4(a)* In the case where the discharge (as defined in 40 CFR 112.1(b)) was greater than 1,000 gallons or was the second discharge (as defined in 40 CFR 112.1(b)) of 42 gallons or more within any 12-month period, the RC is responsible for submitting the required information within 60 days to the EPA Regional Administrator following the procedures outlined in Appendix B. Within 30 days of the discharge, the RC will convene an incident critique including all appropriate persons that responded to the spill. The goal of the incident critique is to discuss lessons learned, the efficacy of the Contingency Plan and its implementation, and coordination of the plan/RC and other state and local plans. Within 60 days of the critique, the Contingency Plan will be updated (as needed) to incorporate the results, findings, and suggestions developed during the critique.

2.3 Discharge Notification

Instructions and phone numbers for reporting a discharge to the National Response Center and other federal, state, and local authorities are provided in Appendix B to this Plan. *Any discharge to water must be reported immediately to the National Response Center.* The RC must ensure that details of the discharge are recorded on the Discharge Notification Form provided in Appendix B.

If the discharge qualifies under 40 CFR part 112 (see Appendix B for conditions), the RC is responsible for ensuring that all pertinent information is provided to the EPA Regional Administrator.

PART III: RESPONSE RESOURCES AND PREPAREDNESS ACTIVITIES

3.1 Equipment, Supplies, Services, and Manpower

Spill kits are provided at the following locations:

1. Facility Services Office & Auto Shop (main spill kits)
2. Central Plant – Office (spill kit)
3. Welch Hall – Elevator Room (spill kit)
4. La Corte Hall – Elevator Room (spill kit)
5. Facility Services (sorbent granules and pads)
6. Central Plant (sorbent granules and pads)
7. Loker Student Union – Maintenance Shop at Loading Dock (sorbent granules and pads)

Response equipment and material present in each spill kit include:

(2)	3” x 4 ft SOCs
(10)	15” x 19” absorbent pads
(1 pair)	Nitrile gloves
(1)	Disposal Bag (5 gallon)
(various)	Loose absorbent material (granules)

This material is sufficient to respond to most minor discharges occurring at the facility and to initially contain a major discharge while waiting for additional material or support from outside contractors. The inventory is verified on a monthly basis during the scheduled campus inspection by designated personnel and is replenished as needed.

Communication equipment to coordinate response activities include cell phones, two-way radios, and land line phones. The Facility Services serves as the response operation center during a response.

CSUDH has a spill response team trained and available to respond to an oil discharge. CSUDH personnel may be assisted by cleanup contractor(s), as needed. The spill response team shall be familiar with the campus layout, location of spill response equipment and staging areas, and response strategies, and with the SPCC and Oil Spill Contingency Plans for the campus. Each member of the spill response team shall have received training in the deployment of response material and handling of hazardous materials (Hazardous Communications).

CSUDH’s spill response team members include:

<u>Trades</u>

1. Richard Tetrick
2. Russel Grogan
3. Jon Nissen
4. Scott Moreno
5. John DeRosa
6. Henry Lopez
7. Cesar Mejia
8. Raymond Montoya
9. Rob Stockler

<u>Central Plant</u>

1. Kenny Seeton
2. Jeff Morrow
3. John McCoy
4. Peter Munoz
5. Carlos Monzon

To respond to larger discharges and ensure the removal and disposal of cleanup debris, CSUDH has established agreements with specialized cleanup contractor North State Environmental (NSE). Contact information for NSE is provided in Appendix A. These contractors have immediate access to an assortment of equipment and materials, including mechanical recovery equipment for use on water and on land, small boats, floating booms, and large waste containers. The contractor has sufficient response equipment to contain and recover the largest volume of oil-filled equipment presenting the highest risk of discharge, i.e. 361 gallons. NSE is able to respond *within 24 hours* of receiving a verbal request from the RC. CSUDH discusses response capacity needs on an annual basis with each contractor to ensure that sufficient equipment and material are available to respond to a potential 361-gallon discharge. The inventories of NSE's equipment are maintained with the response agreements and updated annually.

3.2 Access to Receiving Waterbody

The Del Amo Channel would be the first waterbody affected in the event of a discharge. From there, the oil would flow into the Dominguez Channel. The response strategy consists of: (1) deploying booms and other response equipment at various points downstream from the oil discharge to prevent its migration; and (2) deploying booms as a protective measure for an irrigation water intake and other downstream sensitive receptors.

Vehicular access to Del Amo Channel is essential to ensure that the response equipment can be effectively deployed to contain oil at various points along the channel and prevent further migration of the oil towards the Dominguez Channel.

Figure 3.1: Del Amo Channel at PD 0961.

Figure 3.2: Del Amo Channel at Avalon Blvd Drain – Line A.

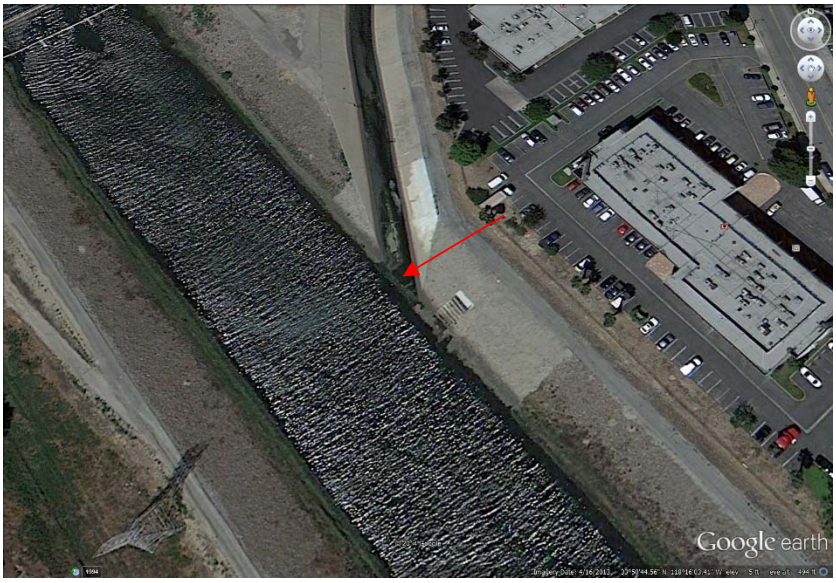


Figure 3.3: Dominguez Channel where Del Amo Channel enters.

Figure 3.4: Example of a boom deployed in waterbody/channel.

Three access points have been established along the Del Amo Channel and are marked on the map in Figure C-1 (PD 0961, Avalon Blvd Drain – Line A, and PD 0668). These access points provide sufficient cleared land for a staging area from which CSUDH or contractor personnel can deploy response equipment, and recover and store spilled oil. Twice a year, as part of the monthly inspection of the facility, CSUDH facility personnel drive to each access point and make sure that it remains accessible (e.g., vegetation is not overgrown and the dirt trail is not impassable for a field vehicle). The Los Angeles County Department of Public Works (LADPW) (the entity that maintains the flood control/storm drain channels) have agreed to allow access to CSUDH's personnel and contractors for emergency response purposes. The required permit application(s) and LADPW approval will be obtained prior to the deployment of response equipment, and the RC will contact LADPW as necessary to inform them of activities being carried out.

If necessary, various access points are also available along the Dominguez Channel, south of the Del Amo Channel entry point. Coordination with the Los Angeles County police/fire departments and the Los Angeles County Department of Public Works is necessary to stage equipment at all access points in both the Del Amo and Dominguez Channels.

3.3 Communications and Control

A central coordination center will be set up at the Facility Services Office & Auto Shop in the event of a discharge. The Facility Services Office & Auto Shop is equipped with a variety of fixed and mobile communication equipment (telephone, fax, cell phones, two-way radios, and computers) to ensure continuous communication with CSUDH management, responders, authorities, and other interested parties.

Communications equipment includes:

- **Portable two-way hand-held radios.** CSUDH maintains a two-way portable radio units. These radio units are kept at Facility Services as part of the response equipment.

- **Cell phones.** All spill response team members and the RC are provided with a cell phone. The RC and/or his alternate (Facilities Services Spill Response Staff Supervisor Backup, Richard Tetrick) can be reached by cell phone 7 days a week, 24 hours a day.

- **Additional equipment.** Additional equipment will be obtained from NSE in the event that more communications equipment is necessary.

The RC is responsible for communicating the status of the response operations and for sharing relevant information with involved parties, including local, state, and federal authorities.

In the event that local response agencies, California authorities, or a federal On Site Coordinator (OSC) assumes Incident Command, the RC will function as the facility representative in the Unified Command structure.

3.4 Training Exercises and Updating Procedures

CSUDH has established and maintains an ongoing training program to ensure that CSUDH personnel responding to oil discharges are properly trained and that all necessary equipment is available to them. The program includes on-the-job training on the proper deployment of response equipment and periodic practice drills during which CSUDH personnel are asked to deploy equipment and material in response to a simulated discharge. The RC is responsible for implementing and evaluating employee preparedness training.

Following a response to an oil discharge, the RC will evaluate the actions taken and identify procedural areas where improvements are needed. The RC will conduct a briefing with field personnel, contractors, and local emergency responders to discuss lessons learned and will integrate the outcome of the discussion in subsequent SPCC briefings and employee training seminars. As necessary, the RC will amend this Contingency Plan or the SPCC Plan to reflect changes made to the facility equipment and procedures. If necessary, a Professional Engineer will certify any technical amendment to the SPCC Plan.

APPENDIX A
EMERGENCY CONTACTS

Facility Operations

Name	Title	Telephone	Address
Jonathan Scheffler	Facilities Services Spill Response Staff Supervisor-CSUDH	310-243-2139 (office) 310-428-5871 (cell)	POA A-051 1000 East Victoria Street Carson, CA 90747
Richard Tetrick	Facilities Services Spill Response Staff Supervisor Backup-CSUDH	310-243-3795 (office) 310-261-1908 (cell)	POA A-061 1000 East Victoria Street Carson, CA 90747
Deborah Wallace	Vice President of Administration & Finance-CSUDH	310-243-3750 (office)	WH B-470A 1000 East Victoria Street Carson, CA 90747
Wayne Nishioka	Associate Vice-President of Administration & Finance-CSUDH	310-243-3750 (office)	WH B-470B 1000 East Victoria Street Carson, CA 90747
Mike Williams	EHOS Spill Response Program Coordinator/ Trainer-CSUDH	310-243-2895 (office) 310-701-5795 (cell)	SAC II 2129 1000 East Victoria Street Carson, CA 90747
Orson Faynor	EHOS Spill Response Program Backup Coordinator/ Trainer-CSUDH	310-243-3012 (office) 310-863-2122 (cell)	SAC II 2129 1000 East Victoria Street Carson, CA 90747

Local Emergency Responders

Name	Telephone	Address
CSUDH Police Department	911 310-243-3639	WH B-100, 1000 East Victoria Street, Carson, CA 90747
LA County Sheriff's Department (Carson Station)	911 310-830-1123	21356 S. Avalon Boulevard, Carson, CA 90745
LA County Fire Department (Station 116)	911 310-324-5941	755 E. Victoria Street, Carson, CA 90746
Harbor-UCLA Medical Center	310-222-2345	1000 W. Carson Street, Torrance, CA 90502

Cleanup Contractors

Name	Telephone	Address
North State Environmental	909-875-9288	1045 W. Rialto Avenue, Rialto, CA 92376

Local Public Utilities

Name	Telephone	Address	Location
Los Angeles County Dept. of Public Works (LADPW)	800-675-4357	900 S. Fremont Avenue, Alhambra, CA 91803	PD 0961, Avalon Blvd Drain-Line A, PD0668
Los Angeles County Dept. of Public Works (LADPW) – South Division	562-861-0316	5525 E. Imperial Highway, South Gate, CA 90280	PD 0961, Avalon Blvd Drain-Line A, PD0668
County Sanitation District of Los Angeles County	562-908-4288 ext. 2301	1955 Workman Mill Road, Whittier, CA 90601	Sewer Drains
County Sanitation District of Los Angeles County – Carson District #8	310-952-1742	701 E. Carson Street, Carson, CA 90745	Sewer Drains

APPENDIX B
DISCHARGE NOTIFICATION PROCEDURES

Circumstances, instructions, and phone numbers for reporting a discharge to the National Response Center and other federal, state, and local agencies, and to other affected parties, are provided below. They are also posted on campus at the Facility Services Office & Auto Shop containing the main discharge response equipment. Note that any discharge to water must be reported immediately to the National Response Center. For further guidance on emergency notification requirements and contacts, refer to the California Office of Emergency Services (OES) Hazardous Materials Spill/Release Notification Guidance in Appendix D.

Facilities Services Spill Response Staff Supervisor, Johnathan Scheffler (Emergency) 310-428-5871

Local Emergency (fire, explosion, or other hazards) 911

Agency / Organization	**Agency Contact**	**Circumstances**	**When to Notify**
Federal Agencies			
National Response Center	1-800-424-8802	Discharge reaching navigable waters.	**Immediately (verbal)**
EPA Region IX (Hotline)	1-800-300-2193		**Immediately (verbal)**
EPA Region IX Regional Administrator	75 Hawthorne Street, San Francisco, CA 94105	Discharge 1,000 gallons or more; or second discharge of 42 gallons or more over a 12-month period.	Written notification within 60 days (see Section 2.2 of this Plan)
State Agencies			
California OES Hazardous Materials (HazMat) Section – State Warning Center	1-800-852-7550 or (916) 845-8911	Significant release or threatened release of a hazardous material. If release of oil is on LAND and State Waters are not threatened, no notification to Cal OES required.	**Immediately (verbal)** Written notification to be made within 7 days if release equals/exceeds Federal Reportable Quantities (10,000 lbs)
Regional Water Quality Control Board – Los Angeles Region 4	213-576-6600	Waterway spill/ releases	Within 24 hours of discovery (verbal). Written notification within 7 working days.
Local Agencies			
Los Angeles County Fire Department – Health Hazardous Materials Division (HHMD) (Local CUPA)	(323) 890-4317 (business hours)/ (323) 881-2455 (after hours)	Any spill or unauthorized release that poses a threat to life, health, property, or the environment.	**Immediately (verbal)** Written notification within 7 working days.

Agency / Organization	Agency Contact	Circumstances	When to Notify
Others			
Response/cleanup contractors	North State Environmental	Any discharge that exceeds the capacity of facility personnel to respond and clean up.	As needed
Los Angeles County Dept. of Public Works (LADPW)	(800) 675-4357 or (562) 861-0316 for LADPW South Division	When deploying response equipment from Access Points PD 0961, Avalon Blvd Drain-Line A, PD0668 along Dominguez and Del Amo Channels.	As needed
County Sanitation District of Los Angeles County	(562) 908-4288 ext. 2301 or (310) 952-1742 (Carson District #8)	Any discharge into sanitation sewer drains.	As needed

The person reporting the discharge must provide the following information:

- Name, location, organization, and telephone number
- Name and address of the owner/operator
- Date and time of the incident
- Location of the incident
- Source and cause of discharge
- Types of material(s) discharged
- Total quantity of materials discharged
- Quantity discharged in harmful quantity (to navigable waters or adjoining shorelines)
- Danger or threat posed by the release or discharge
- Description of all affected media (e.g., water, soil)
- Number and types of injuries (if any) and damaged caused
- Weather conditions
- Actions used to stop, remove, and mitigate effects of the discharge
- Whether an evacuation is needed
- Name of individuals and/or organizations contacted
- Any other information that may help emergency personnel respond to the incident

Whenever the facility discharges more than 1,000 gallons of oil in a single event, or discharges more than 42 gallons of oil in each of two discharge incidents within a 12-month period, the Facilities Services Spill Response Staff Supervisor must provide the following information to the U.S. Environmental Protection Agency's Regional Administrator within 60 days:

- Name of the facility
- Name of the owner or operator
- Location of the facility
- Maximum storage or handling capacity and normal daily throughput
- Corrective actions and countermeasures taken, including a description of equipment repairs and replacements
- Description of facility, including maps, flow diagrams, and topographical maps
- Cause of the discharge(s) to navigable waters, including a failure analysis of the system and subsystems in which the failure occurred.
- Additional preventive measures taken or contemplated to minimize possibility of recurrence
- Other pertinent information requested by the Regional Administrator.

CSUDH ENVIRONMENTAL HEALTH & SAFETY

Discharge Notification Form

*** Notification must not be delayed if information or individuals are not available. Additional pages may be attached to supplement information contained in the form.

Facility: California State University, Dominguez Hills
1000 East Victoria Street
Carson, California 90747

Facility Emergency Contact & Phone Number: Johnathan Scheffler (Emergency) 310-428-5871

Description of Discharge		
Date/time	Release date: Release time: Duration:	Discovery date: Discovery time:
Reporting Individual	Name:	Tel. #:
Location of discharge	Latitude: Longitude:	Description:
Equipment source	☐ piping ☐ transformer ☐ elevator ☐ unknown ☐ tank ☐ generator	Description: Equipment ID:
Product	☐ oil ☐ waste oil ☐ diesel ☐ other*	* Describe other:
Appearance and description		
Environmental conditions	Wind direction: Wind speed:	Rainfall: Current:
Impacts		
Quantity	Released:	Recovered:
Receiving medium	☐ water** ☐ land ☐ other (describe):	☐ Release confined to campus property. ☐ Release outside campus property. ** If water, indicate extent and body of water:
Describe circumstances of the release		
Assessment of impacts and remedial actions		
Disposal method for recovered material		
Action taken to prevent incident from reoccurring		

Safety issues	☐ Injuries ☐ Fatalities ☐ Evacuation

Notifications		
Agency	**Name**	**Date/time reported & Comments**
Facilities Services Spill Response Staff Supervisor		
National Response Center 1-800-424-8802		
California OES		
Los Angeles County Fire Department		
Cleanup contractor		

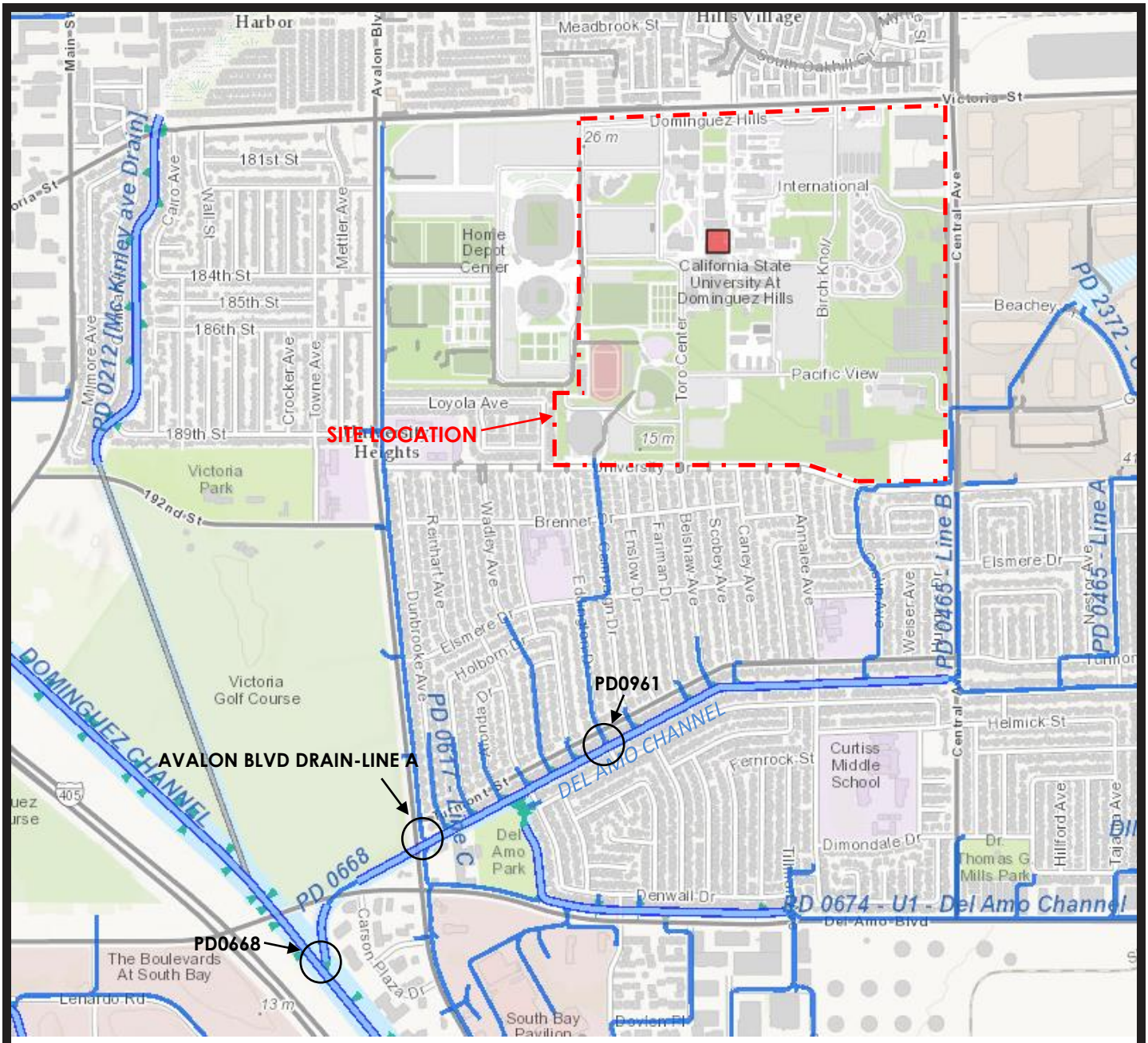
Certification

I certify under penalty of law that I have personally examined and I am familiar with the information submitted and believe the submitted information is true, accurate, and complete.

REPORTING FACILITY REPRESENTATIVE (print or type) _____

SIGNATURE OF REPORTING FACILITY REPRESENTATIVE _____ DATE: _____

Appendix C
SITE PLAN AND FACILITY DIAGRAMS



Staging Area	Location
PD 0961	Intersection of Eddington Drive and Turmont Street
Avalon Blvd Drain-Line A	Intersection of Avalon Boulevard and Turmont Street
PD0668	400 feet south of intersection of Del Amo Boulevard and San Diego Freeway (I-405)

N

Source: Los Angeles County Storm Drain System

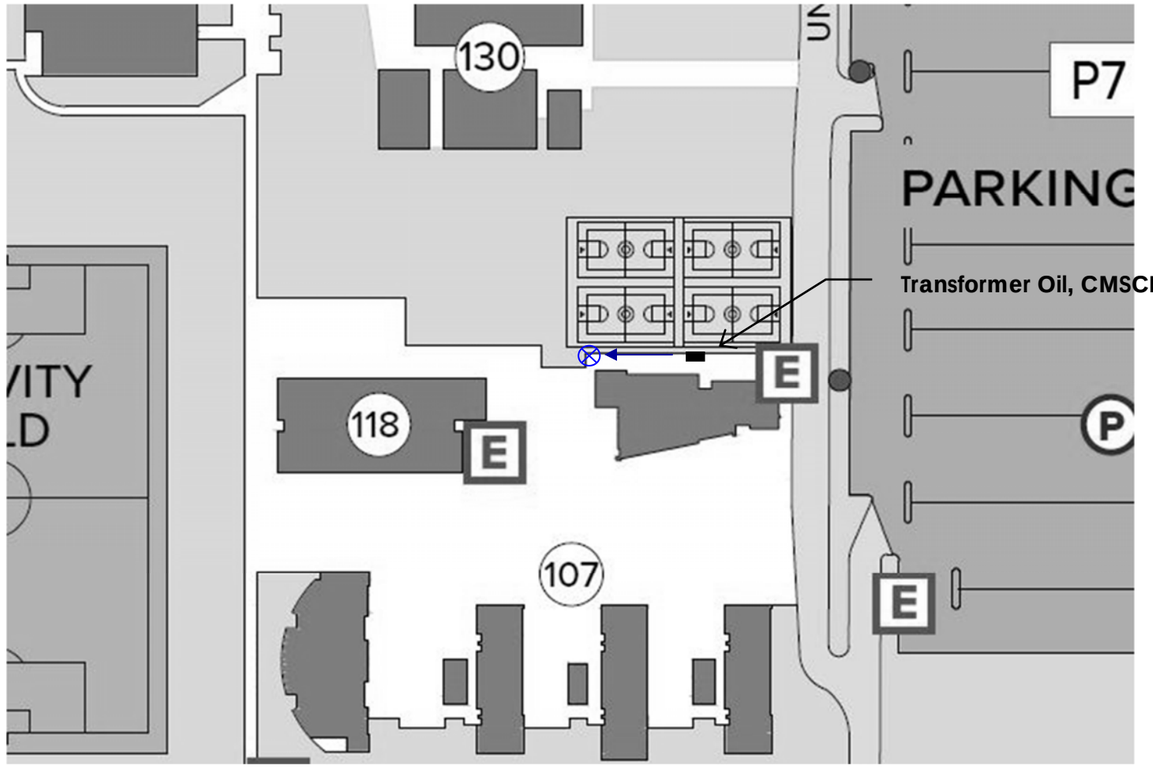
CSUDH ENVIRONMENTAL HEALTH & SAFETY

OIL SPILL CONTINGENCY PLAN

1000 East Victoria Street
Carson, CA 90747

Figure C-1

Site Plan



DRAWING LEGEND

107 (CAMS) CALIFORNIA ACADEMY OF MATHEMATICS AND SCIENCE

TRANSFORMER

STORM DRAIN

SEWER DRAIN

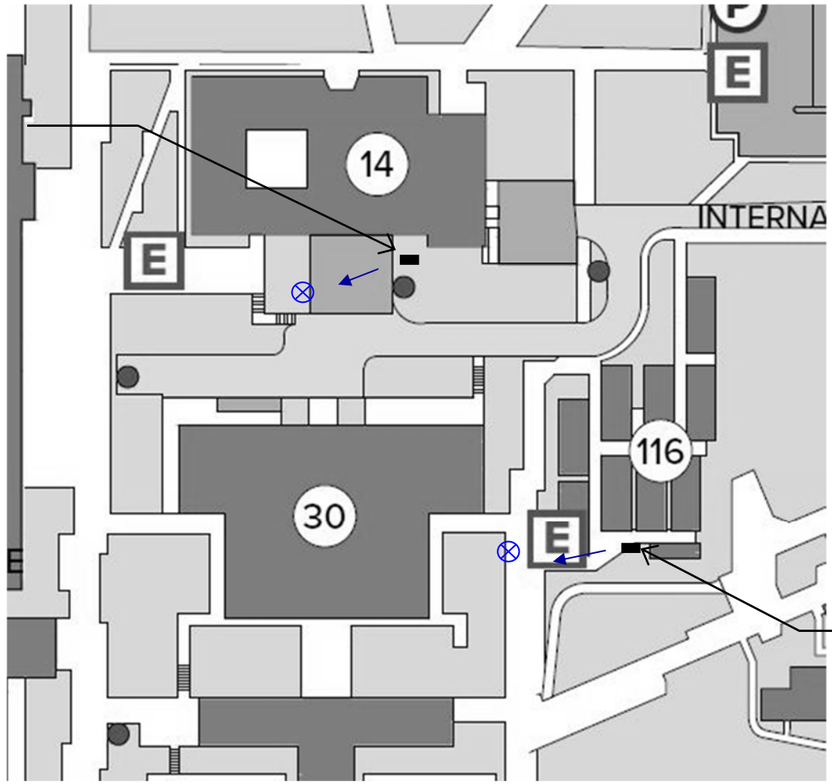
ANTICIPATED FLOW TO CLOSEST DISCHARGE THREAT

N

CSUDH ENVIRONMENTAL HEALTH & SAFETY

1000 East Victoria Street, Carson, California 90747
Tel: (310) 243-3055 Fax: (310) 243-3869

Transformer Oil, SCC-004-HV5-6



Transformer Oil, EACSUBSBS54

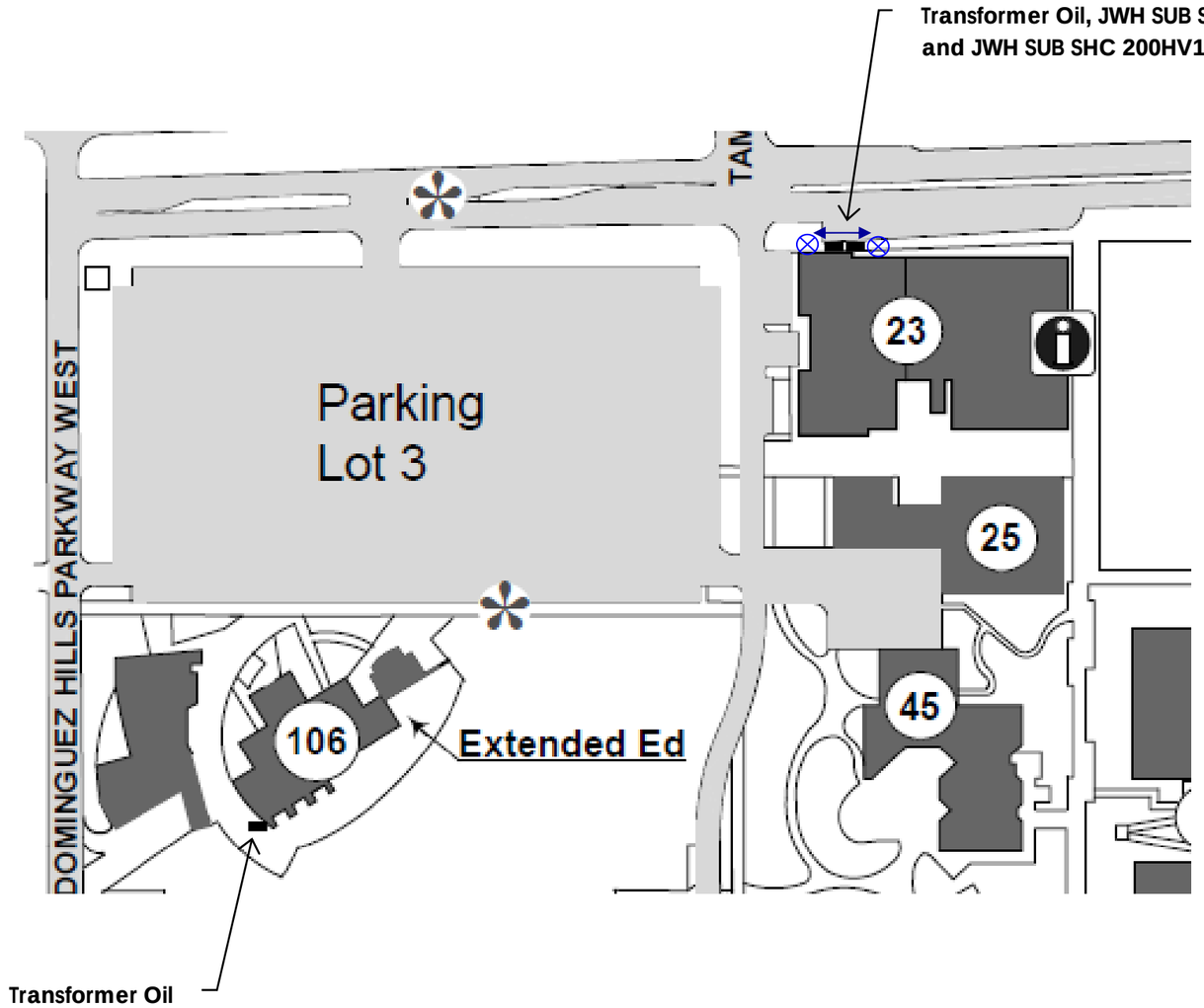
DRAWING LEGEND

- 14 (COE) SCHOOL OF EDUCATION
- 116 (EAC) EAST ACADEMIC COMPLEX
- TRANSFORMER
- STORM DRAIN
- SEWER DRAIN
- ANTICIPATED FLOW TO CLOSEST DISCHARGE THREAT

N

CSUDH ENVIRONMENTAL HEALTH & SAFETY

1000 East Victoria Street, Carson, California 90747
Tel: (310) 243-3055 Fax: (310) 243-3869



DRAWING LEGEND

- 23 (WH) JAMES L. WELCH HALL
- 106 (EE) EXTENDED EDUCATION CENTER
- TRANSFORMER
- STORM DRAIN
- SEWER DRAIN
- ANTICIPATED FLOW TO CLOSEST DISCHARGE THREAT

N

CSUDH ENVIRONMENTAL HEALTH & SAFETY

1000 East Victoria Street, Carson, California 90747
Tel: (310) 243-3055 Fax: (310) 243-3869

DRAWING LEGEND

- 70 (BLDG A) PUEBLO DOMINGUEZ SH-1
- 71 (BLDG X) PUEBLO DOMINGUEZ SH-2
- TRANSFORMER
- STORM DRAIN
- SEWER DRAIN
- ANTICIPATED FLOW TO CLOSEST DISCHARGE THREAT

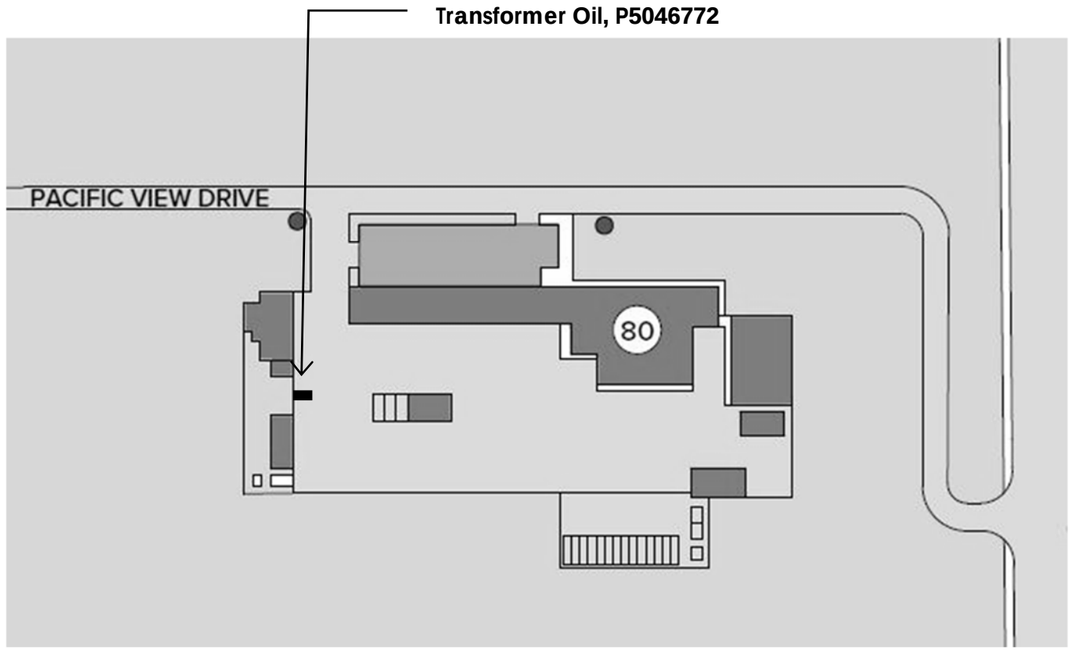
N

CSUDH ENVIRONMENTAL HEALTH & SAFETY

1000 East Victoria Street, Carson, California 90747
Tel: (310) 243-3055 Fax: (310) 243-3869

DRAWING LEGEND

- 80 FACILITY SERVICES "(PP) PHYSICAL PLANT"
- TRANSFORMER
- STORM DRAIN
- SEWER DRAIN
- ANTICIPATED FLOW TO CLOSEST DISCHARGE THREAT



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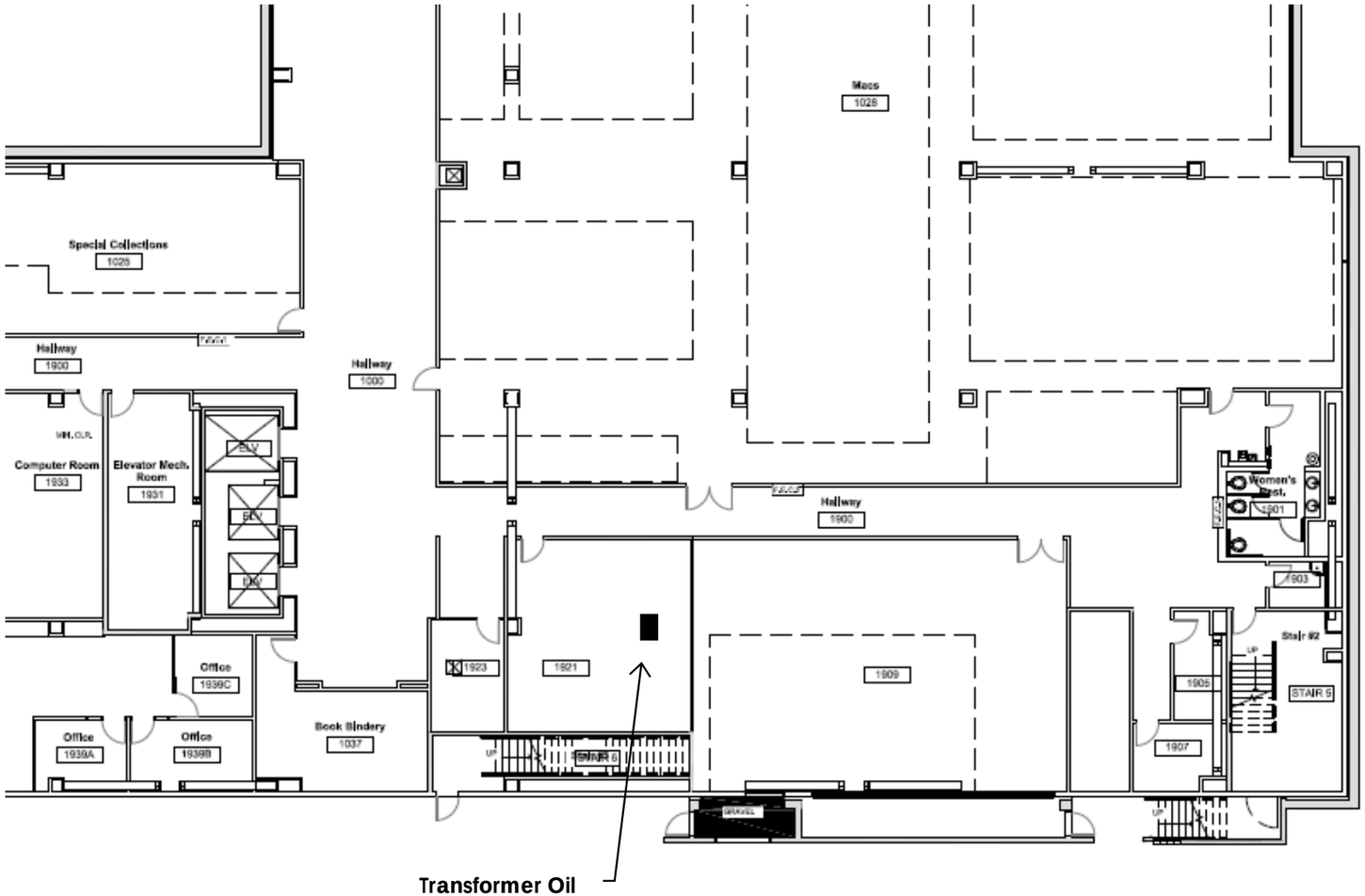

DRAWING LEGEND

- TRANSFORMER
- STORM DRAIN
- SEWER DRAIN
- ANTICIPATED FLOW TO CLOSEST DISCHARGE THREAT

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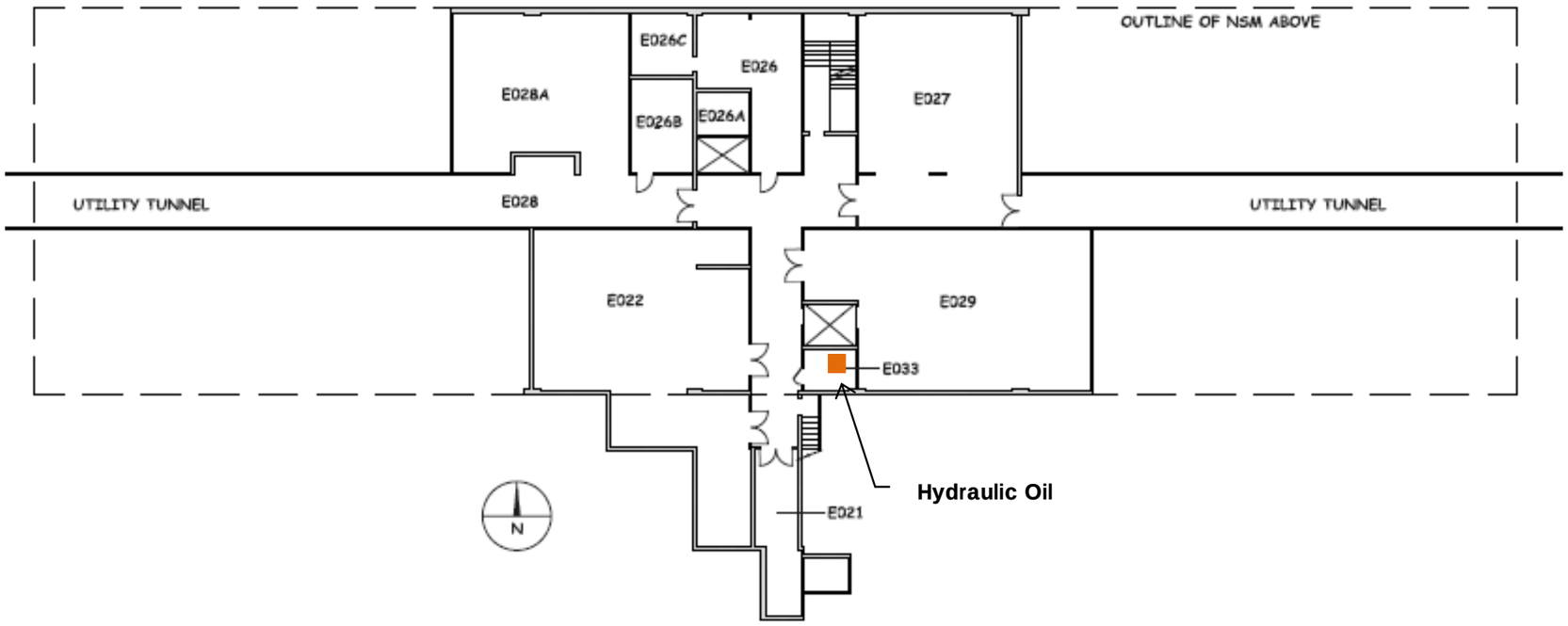
CSUDH ENVIRONMENTAL HEALTH & SAFETY

1000 East Victoria Street, Carson, California 90747
Tel: (310) 243-3055 Fax: (310) 243-3869



DRAWING LEGEND

- **ELEVATOR TANK**
- **STORM DRAIN**
- **SEWER DRAIN**
- **ANTICIPATED FLOW TO CLOSEST DISCHARGE THREAT**

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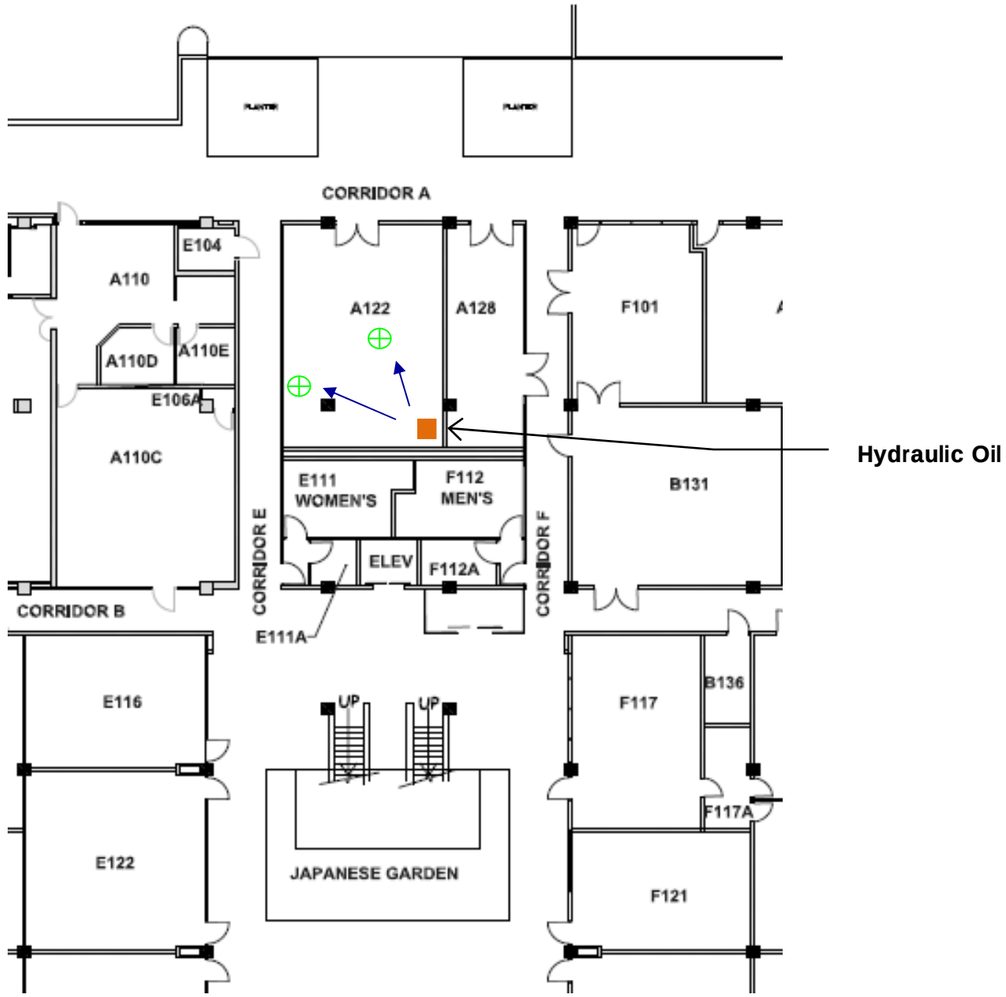
CSUDH ENVIRONMENTAL HEALTH & SAFETY

1000 East Victoria Street, Carson, California 90747
Tel: (310) 243-3055 Fax: (310) 243-3869



DRAWING LEGEND

- **ELEVATOR TANK**
- **STORM DRAIN**
- **SEWER DRAIN**
- **ANTICIPATED FLOW TO CLOSEST DISCHARGE THREAT**

N

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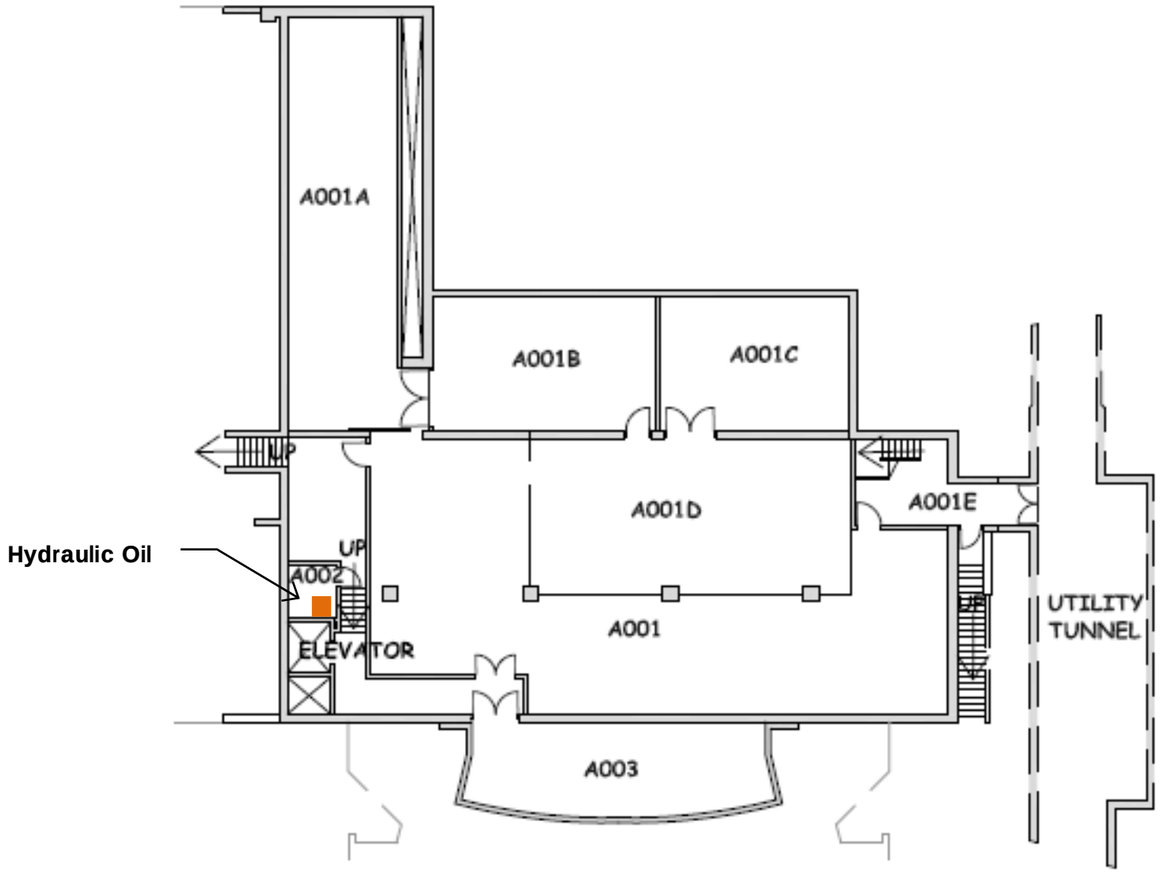

DRAWING LEGEND

- **ELEVATOR TANK**
- **STORM DRAIN**
- **SEWER DRAIN**
- **ANTICIPATED FLOW TO CLOSEST DISCHARGE THREAT**

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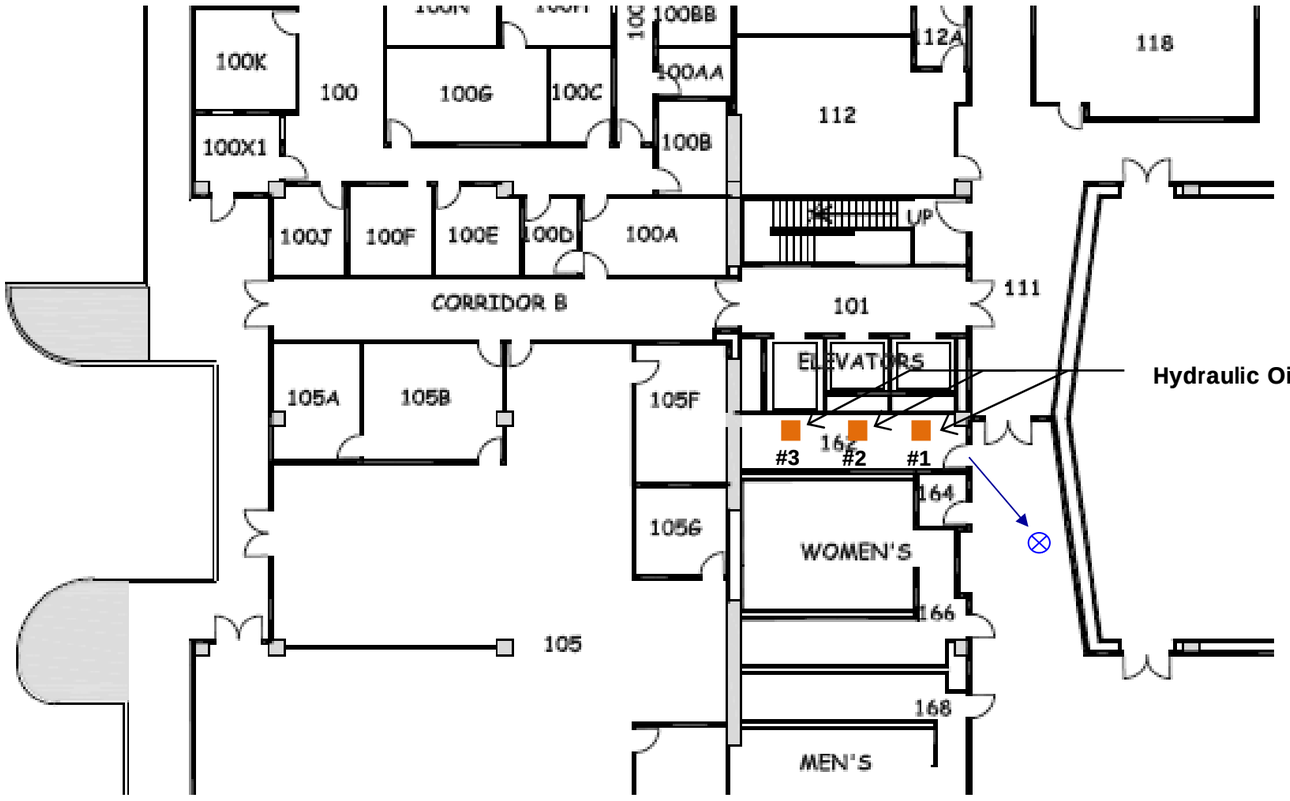

DRAWING LEGEND

- ELEVATOR TANK
- STORM DRAIN
- SEWER DRAIN
- ANTICIPATED FLOW TO CLOSEST DISCHARGE THREAT

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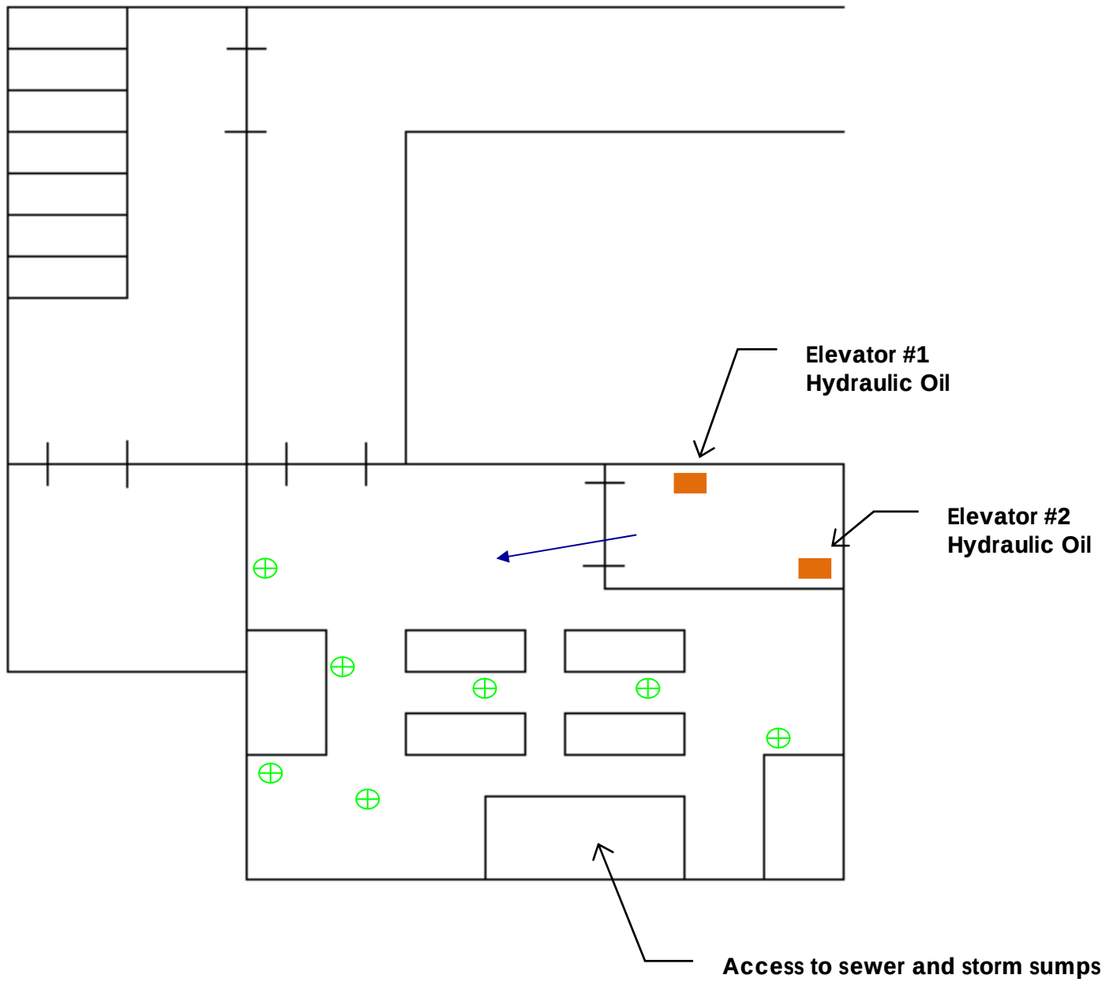

DRAWING LEGEND

- ELEVATOR TANK
- STORM DRAIN
- SEWER DRAIN
- ANTICIPATED FLOW TO CLOSEST DISCHARGE THREAT

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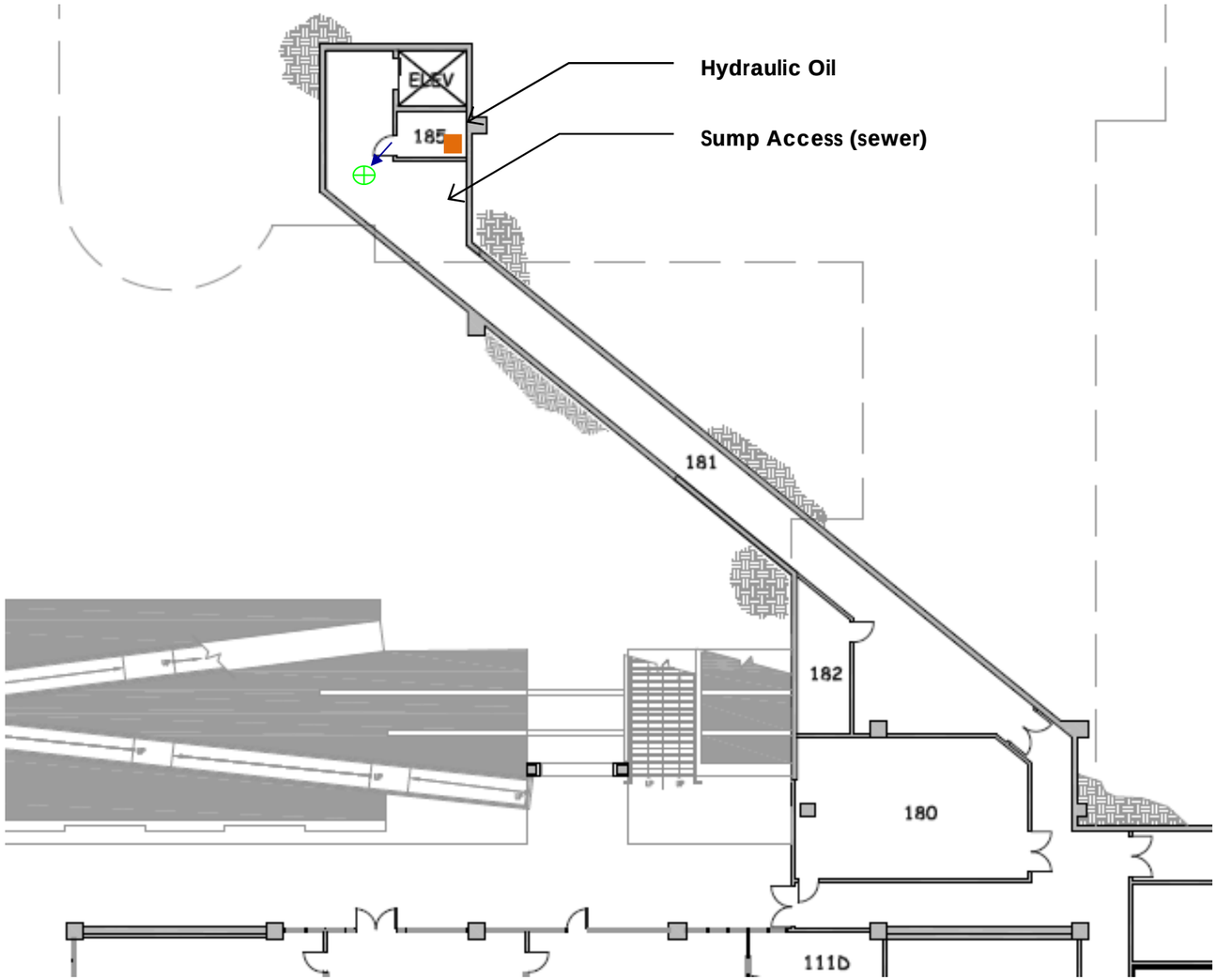


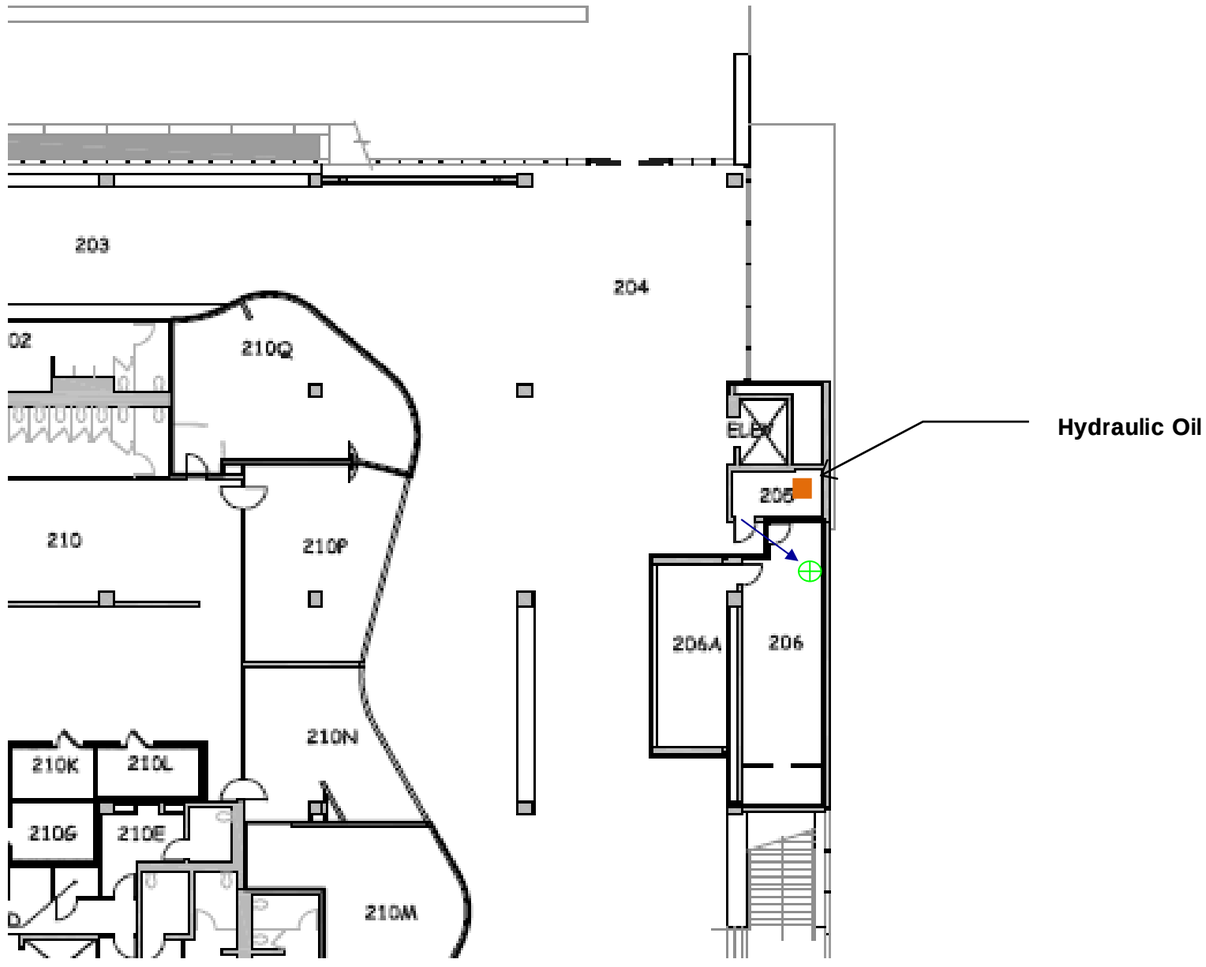
DRAWING LEGEND

- ELEVATOR TANK
- STORM DRAIN
- SEWER DRAIN
- ANTICIPATED FLOW TO CLOSEST DISCHARGE THREAT

N

CSUDH ENVIRONMENTAL HEALTH & SAFETY

1000 East Victoria Street, Carson, California 90747
Tel: (310) 243-3055 Fax: (310) 243-3869



DRAWING LEGEND

- ELEVATOR TANK
- STORM DRAIN
- SEWER DRAIN
- ANTICIPATED FLOW TO CLOSEST DISCHARGE THREAT

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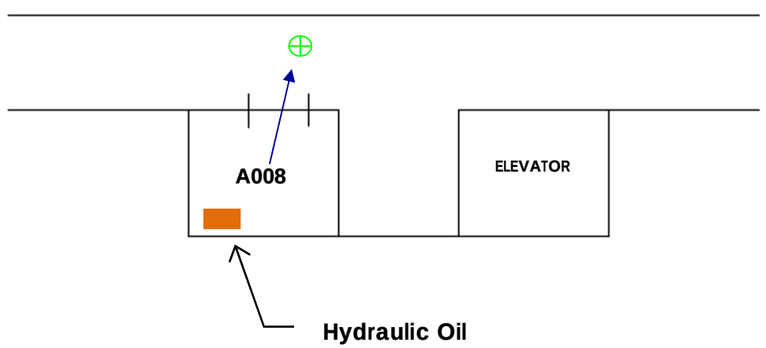

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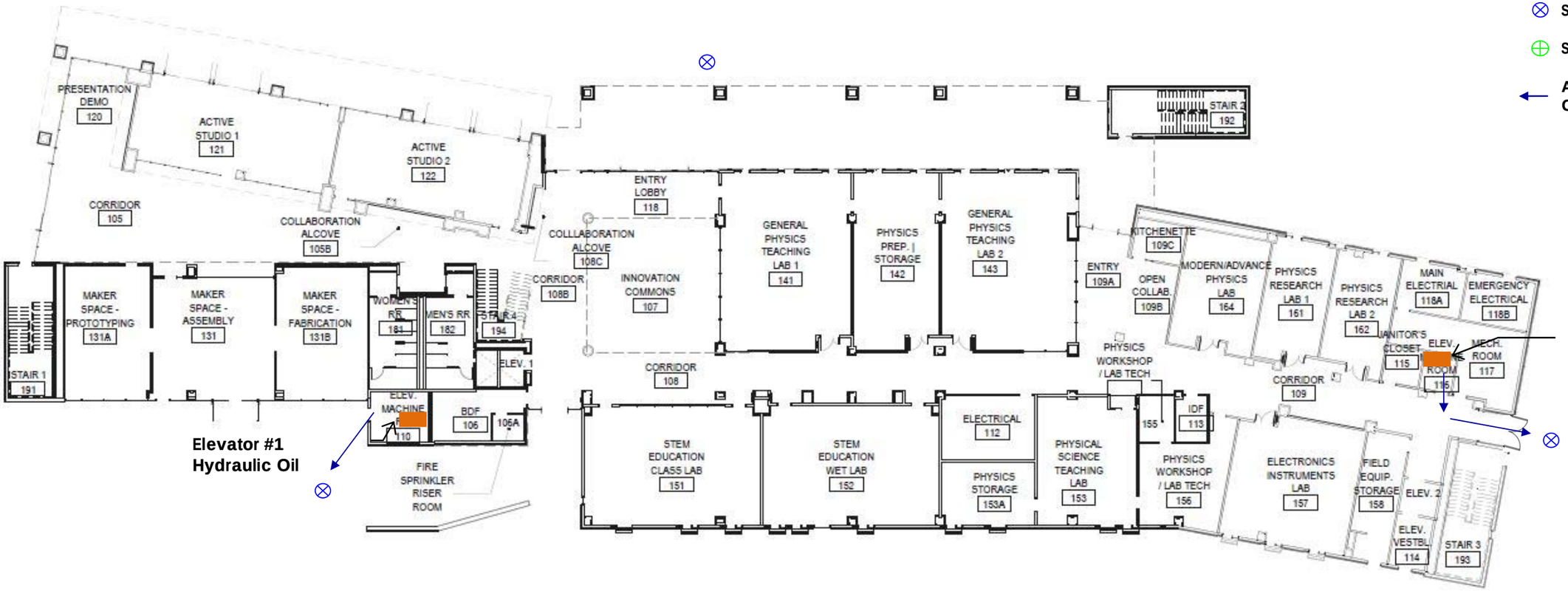

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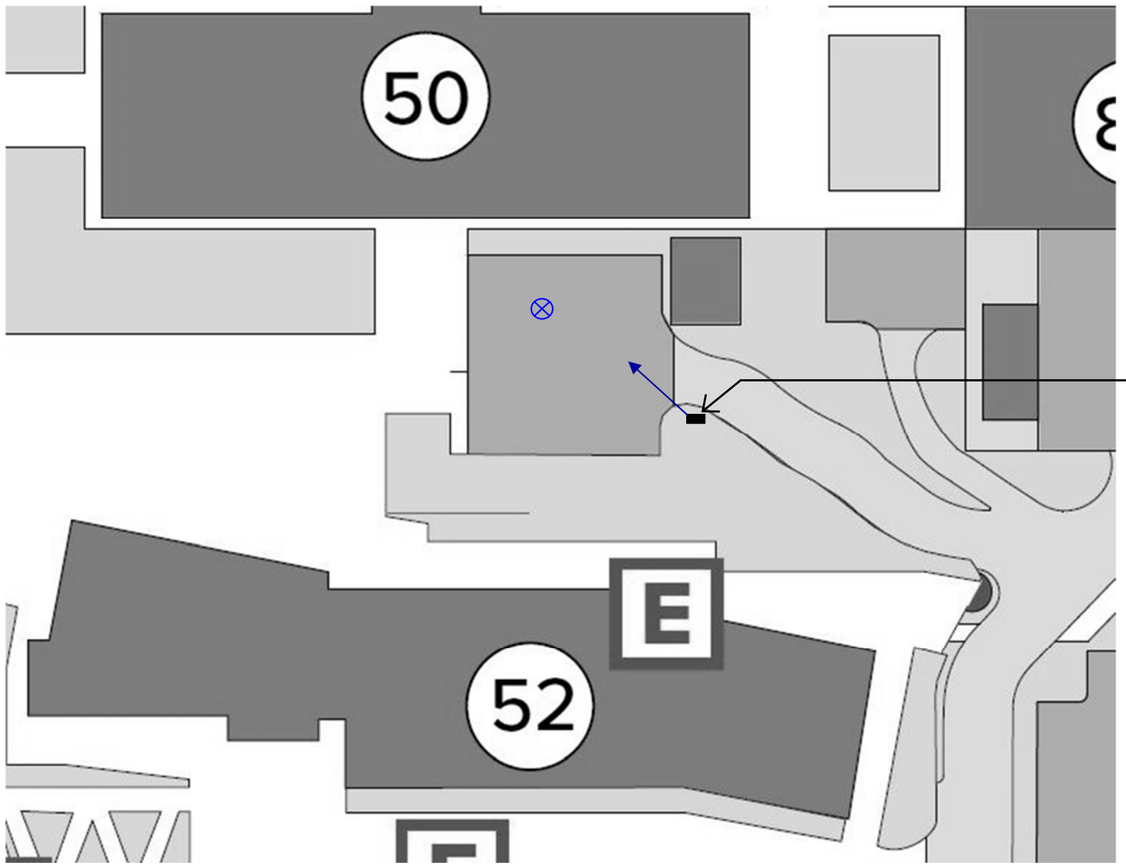
Tel: (310) 243-3055 Fax: (310) 243-3869

FIGURE C-16, CENTER FOR SCIENCE AND INNOVATION – FIRST FLOOR



DRAWING LEGEND

52 (SI) SCIENCE AND INNOVATION

TRANSFORMER

STORM DRAIN

SEWER DRAIN

ANTICIPATED FLOW TO CLOSEST DISCHARGE THREAT

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1000 East Victoria Street, Carson, California 90747
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Appendix D
California Office Of Emergency Services (OES) Hazardous Materials Spill/Response Notification Guidance

Cal OES

GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

California Hazardous Materials Spill / Release Notification Guidance

To Report all significant releases or threatened releases of hazardous materials:

First Call:

9-1-1

(or local emergency response agency)

Then Call:

Cal OES State Warning Center

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

February 2014

Edmund G. Brown Jr., Governor
Mark S. Ghilarducci, Director
Revised by: Trevor Anderson, Bill Potter & Jon Kolman
Layout by: Jon Kolman

February 2014

This guidance summarizes pertinent emergency notification requirements. For precise legal requirements, review specific laws and regulations. This guidance applies to all significant releases of hazardous materials. Refer to the Safe Drinking Water Act of 1986, better known as Proposition 65, and §9030 of the California Labor Code for additional reporting requirements.

SPILL OR RELEASE NOTIFICATION

Q: What are the emergency notification requirements in case of a spill or release of hazardous materials?

A: All significant releases or threatened releases of a hazardous material, including oil and radioactive materials, require emergency notification to government agencies. The law specifies:

- Who must notify
- What information is needed
- Which government agencies must be notified
- When must government agencies be notified
- Release quantity or basis for the report

WHO MUST NOTIFY

Q: Who is obligated to notify?

A: Requirements for immediate notification of all significant spills or threatened releases cover:

- Owners
- Operators
- Licensees
- Persons in Charge
- Employers

Notification is required regarding significant releases from:

- Facilities
- Vehicles
- Vessels
- Pipelines
- Railroads

State law: Handlers, any employees, authorized representatives, agent or designees of handlers shall, upon discovery, immediately report any release or threatened release of hazardous materials (Health and Safety Code §25510).

Federal law: Notification to the National Response Center is required for all releases that equal or exceed federal reporting quantities:

- (EPCRA) Owners and Operators to report, and
- (CERCLA) Person in Charge to report

WHEN TO NOTIFY

Q: When must emergency notification be made?
A: All significant spills or threatened releases of hazardous materials, including oil and radioactive materials, **must be immediately** reported. Notification shall be made by telephone.

Also, written Follow-Up Reports (Section 304) are required within **7 days** if the release equals or exceeds the Federal Reportable Quantities. (see web site for more information)

WHAT INFORMATION

Q: What information is required?
A: State notification requirements for a spill or threatened release include (as a minimum):

- Identity of caller
- Exact location, date and time of spill, release or threatened release
- Location of threatened or involved waterway or stormdrains
- Substance, quantity involved, and isotope if necessary
- Chemical name (if known, it should be reported if the chemical is extremely hazardous)
- Description of what happened

Federal notification required additional information for spills (CERCLA chemicals) that exceed federal reporting requirements, which includes:

- Medium or media impacted by the release
- Time and duration of the release
- Proper precautions to take
- Known or anticipated health risks
- Name and phone number for more information

WHICH AGENCIES

Q: Who must be notified?

A: Notification must be given to the following agencies:

- **The Local Emergency Response Agency**
  9-1-1 or the local Fire Department
- **The Local Unified Program Agency (UPA), if different from local fire.**

Note: The UPA may designate a call to the 9-1-1 emergency number as meeting the requirement for notifying the UPA.

Phone:_____

enter local number

And

- **The California Governor's Office of Emergency Services, California State Warning Center:**

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

And, if appropriate:

- **The California Highway Patrol:**

Phone: 9-1-1

(The California Highway Patrol must be notified for spills occuring on highways in the State of California. (CVC 23112.5))

In Addition, as necessary, one or more of the following:

National Response Center

If the spill equals or exceeds CERCLA Federal Reportable Quantities, Phone: (800) 424-8802

United States Coast Guard

Waterway Spill / Release

Sectors:

San Francisco: (415) 399-3547

Los Angeles/Long Beach: (310) 521-3805

San Diego: (619) 278-7033

California Occupational Safety and Health Administration (Cal/OSHA)

For serious injuries or harmful exposures to workers, contact the local Cal/OSHA District Office

California Department of Health Services, Radiological Health Branch

All radiological incidents, contact the California State Warning Center

Department of Toxic Substances Control (DTSC)

Hazardous waste tank system releases, and secondary containment containment releases, contact the appropriate DTSC Regional Office

Department of Conservation

Division of Oil, Gas, and Geothermal Resources (DOG GR) Release of Oil and Gas at a Drilling and Production Facility, contact the appropriate DOGGR Office

Public Utilities

Natural Gas Pipeline Releases, contact the Public Utilities Commission (PUC)

Department of Fish and Wildlife, Office of Spill Prevention and Response (DFW)

Waterway Spill/Release, contact the appropriate DFW Office or the California State Warning Center

Regional Water Quality Control Board (RWQCB)

Waterway Spill/Release, contact the appropriate RWQCB Office

Notification must also be made to the California Governor's Office of Emergency Services, California State Warning Center for the following:

- Discharges or threatened discharges of oil in marine waters
- Any spill or other release of one barrel (42 gallons) or more of petroleum products at a tank facility
- Discharges of any hazardous substances or sewage, into or on any waters of the state
- Discharges that may threaten or impact water quality
- Any found or lost radioactive materials
- Discharges of oil or petroleum products, into or on any waters of the state
- Hazardous Liquid Pipeline releases and every rupture, explosion or fire involving a pipeline

WRITTEN REPORTS

Q: When are written reports required?
A: Different laws have different time requirements and criteria for submitting written reports. After a spill or release of hazardous materials, including oil and radioactive materials, immediate verbal emergency notification should be followed up as soon as possible with a Written Follow-Up Report, if required, to the following agencies:

1) California Governor's Office of Emergency Services Section 304 Follow Up Report.

2) The responsible regulating agency such as:

- California Department of Health Services, Radiological Health Branch, Radiological Incident Reporting.
- Department of Toxic Substances Control, Facility Incident or Tank System Release Report.
- Cal/OSHA, serious injury or harmful exposure to workers.

3) U.S. DOT and DOE, transportation-related incidents.

PENALTIES

Federal and state laws provide for administrative penalties of up to $25,000 per day for each violation of emergency notification requirements. Criminal penalties may also apply.

STATUTES

Q: What statutory provisions require emergency notification?
A: Many statutes require emergency notification of a hazardous chemical release, including:

- Health and Safety Code §25270.8, 25510
- Vehicle Code §23112.5
- Public Utilities Code §7673 (General Orders #22-B, 161)
- Government Code §51018, 8670.25.5 (a)
- Water Code §13271, 13272
- California Labor Code §6409.1 (b)
- Title 42, U.S. Code §9603, 11004

Q: What are the statutory provisions for written Follow-Up Reports (Section 304)?
A: Written reports are required by several statutes, including:

- Health and Safety Code §25503 (c) (9)
- California Labor Code §6409.1 (a)
- Water Code §13260, 13267
- Title 42, U.S. Code §11004
- Government Code §51018

REGULATIONS

In addition to statutes, several agencies have notification or reporting regulations:

- Title 8, CCR, §342
- Title 13, CCR, §1166
- Title 14, CCR, §1722 (h)
- Title 17, CCR, §30295
- Title 19, CCR, §2703, 2705
- Title 22, CCR, §66265.56 (j), 66265.196 (e)
- Title 23, CCR, §2230, 2250, 2251, 2260
- Title 40, CFR, §263 esp. Section §263.30
- Title 49, CFR, §171.16

WEBSITES

State Regulations
http://www.oal.ca.gov

State Statutes
http://leginfo.legislature.ca.gov

Federal Regulations
http://www.gpo.gov/fdsys/

Federal Reportable Quantities
http://www.epa.gov/superfund/policy/release/rq/index.htm

See California Labor Code §9030 and the Safe Drinking Water and Toxic Enforcement Act of 1986 (Proposition 65) for other reporting requirements.

DEFINITIONS

Q: What is a "Hazardous Material"?
A: "Any material that, because of its quantity, concentration, or physical or chemical characteristics, poses a significant present or threatened hazard to human health and safety or to the environment, if released into the workplace or the environment...." (Health and Safety Code, §25501 (m))

Q: What is a release?
A: "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".
(Health and Safety Code, §25501 (q) and CERCLA §101 (22))

Q: What is a threatened release?
A: A threatened release is a condition creating a substantial probability of harm that requires immediate action to prevent, reduce, or mitigate damages to persons, property, or the environment. (Health and Safety Code §25501 (u))

DEFINITIONS...cont

Q: What hazardous material release requires notification?
A: All significant spills, releases, or threatened releases of hazardous materials **must be immediately** reported.

In addition, all releases that result in injuries, or workers harmfully exposed, **must be immediately** reported to Cal/OSHA (CA Labor Code §6409.1 (b)). Notification covers significant releases or threatened releases relating to all of the following:

"Hazardous Substances"
As listed in 40 CFR §302.4; Clean Water Act §307, §311; CERCLA §102; RCRA §3001; Clean Air Act §112; Toxic Substance Control Act §7, and as defined by California Health and Safety Code §25501 (n).

"Extremely Hazardous Substances"
As required by Chapter 6.95 Health and Safety Code, EPCRA §302

"Radioactive Materials"
As required by Title 17 §30100

Illegal releases of hazardous waste

Employee exposures resulting in injuries
As required by California Labor Code §6409.1 (b)

"Sewage"
As required by Title 23 CCR §2250 (a) (Reportable quantity is 1,000 gallons or more for municipal and private utility waste water treatment plants).

SEWAGE RELEASES

State Law requires that an unauthorized discharge of sewage into or onto state waters must be reported to the Cal OES Warning Center. The Reportable Quantity for sewage spills is 1000 gallons or more, as established in regulation (Title 23, CCR, §2250 (a)).

Please note that the Regional Water Quality Control Boards and Local Health Departments may have additional reporting requirements - Please contact these offices to determine what requirements may pertain to you.

PETROLEUM (OIL) DISCHARGES

If a release of oil in any way causes harm or threatens to cause harm to public health and safety, the environment, or property, immediate notification must be made to the Cal OES Warning Center.

State Law requires that **ANY** discharge or threatened discharge of oil into **STATE WATERS** must be reported to Cal OES. (California Government Code (GC) §8670.25.5; California Water Code (WC) §13272, California State Oil Spill Contingency Plan).

If the release of oil is on **LAND** and is not discharged or threatening to discharge into State Waters; and (a) does not cause harm or threaten to cause harm to the public health and safety, the environment, or property; **AND** (b) is **under** 42 gallons, then no notification to the Cal OES Warning Center is required.

INCIDENT/RELEASE ASSESSMENT FORM

Handlers of hazardous materials are required to report releases. The following is a tool to be used for assessing if a release is potentially reportable as required by Chapter 6.95 of the California Health and Safety Code. This assessment tool does not replace good judgement, Chapter 6.95, or other state or federal release reporting requirements. ***If in doubt, report the release. If an emergency, call 9-1-1.***

Questions for Incident Assessment	Yes	No
1. Was anyone killed or injured, or did they require medical care or admitted to a hospital for observation?	☐	☐
2. Did anyone, other than employees in the immediate area of the release, evacuate?	☐	☐
3. Did the release cause off-site damage to public or private property?	☐	☐
4. Is the release greater than or equal to a reportable quantity (RQ)?	☐	☐
5. Was there an uncontrolled or unpermitted release to the air?	☐	☐
6. Did an uncontrolled or unpermitted release escape secondary containment, or extend into any sewers, storm water conveyance systems, utility vaults and conduits, wetlands, waterways, public roads, or off-site?	☐	☐
7. Will control, containment, decontamination, and/or clean up require the assistance of federal, state, county, or municipal response elements?	☐	☐
8. Did the release or threatened release involve an unknown material or contain an unknown hazardous constituent?	☐	☐
9. Is the incident a threatened release? (a condition creating a substantial probability of harm that requires immediate action to prevent, reduce, or mitigate damages to persons, property, or the environment.)	☐	☐
10. Is there an increased potential for secondary effects including fire, explosion, line rupture, equipment failure, or other outcomes that may endanger or cause exposure to employees, the general public, or the environment?	☐	☐

If the answer is **YES** to *any* of the above questions - report the release to the California Governor's Office of Emergency Services Warning Center at (800) 852-7550 or (916) 845-8911, and to your local UPA. Note: Other state and federal agencies may require notification depending on the circumstances.

If in doubt, report the release!

EMERGENCY NOTIFICATION SUMMARY

Telephone Calls are Required For All Significant Releases of Hazardous Materials.

At a MINIMUM, the Spiller should call:
9-1-1 or the Local Emergency Response Agency
(e.g. Fire Department)
AND/OR
Local Unified Program Agency
AND
The California Governor's Office of Emergency Services, California State Warning Center
(800) 852-7550 or (916) 845-8911

In addition to 9-1-1 and Cal OES, the following apply under varying circumstances:

Spill Type/Location/Injuries	Who to Call
Releases that equal or exceed Federal Reportable Quantities (CERCLA)	Call the National Response Center (NRC)
All releases on-highway	Call California Highway Patrol (CHP)
All hazardous waste tank releases	Call Department of Toxic Substances Control Regional Office (DTSC)
All serious worker injuries or harmful exposures	Call Cal/OSHA District Office
All oil spills at drilling and production fixed facilities	Call Department of Conservation, Division of Oil, Gas, and Geothermal Resources (DOGGR)
All spills with a potential to impact water quality	Call Cal OES
All potential or actual railroad releases (California definition of hazardous materials)	Call the Local Emergency Response Agency and the Public Utilities Commission (PUC)
All Hazardous Liquid Pipelines	Call local fire department (Hazardous Liquid Pipeline Safety is State Fire Marshal jurisdiction)
All Natural Gas Pipelines	Call Public Utilities Commission (PUC)
All incidents involving Radioactive Material	Call California Department of Public Health (CDPH), Radiological Preparedness Branch

IMPORTANT PHONE NUMBERS

Space has been provided below to allow you to enter important phone numbers for easy reference.

Agency Name	Phone Number
California State Warning Center (Cal OES)	(800) 852-7550 or (916) 845-8911
National Response Center	(800) 424-8802
United States Coast Guard San Francisco Sector: Los Angeles/Long Beach Sector: San Diego Sector:	 (415) 399-3547 (310) 521-3805 (619) 278-7033
Unified Program Agency (UPA) (Local #)	
California Occupational Safety and Health Administration (Cal/OSHA) (Local #)	
Department of Toxic Substances and Control (DTSC) (Local #)	
California Department of Health Services, Radiological Health Branch (Local #)	
Department of Conservation	
California Public Utilities Commission (PUC)	(800) 649-7570
Department of Fish and Wildlife, Office of Spill Prevention and Response (OSPR) (Local #)	
Regional Water Quality Control Board (RWQCB) (Local #)	

ACRONYMS

Cal EPA - California Environmental Protection Agency
Cal OES - California Governor's Office of Emergency Services
Cal/OSHA - California Occupational Safety and Health Administration
CCR - California Code of Regulations
CDPH - California Department of Public Health
CERCLA - Comprehensive Environmental Response, Compensation, and Liability Act (aka Superfund)
CFR - Code of Federal Regulations
CHP - California Highway Patrol
DFW - Department of Fish and Wildlife (formerly Department of Fish and Game)
DOGGR - California Division of Oil, Gas, and Geothermal Resources
DTSC - Department of Toxic Substances Control
U.S. EPA - U.S. Environmental Protection Agency
EPCRA - Emergency Planning and Community Right-to-Know Act (SARA Title III)
GC - California Government Code
HSC - Health and Safety Code
LEPC - Local Emergency Planning Committee
NRC - National Response Center
OEHHA - Office of Environmental Health Hazard Assessment
OSFM - Office of the State Fire Marshal
OSPR - Office of Spill Prevention and Response
PUC - Public Utilities Commission
RCRA - Resource Conservation and Recovery Act
SERC - State Emergency Response Commission
UPA - Unified Program Agency
USCG - Unitied States Coast Guard
U.S. DOT - U.S. Department of Transportation
WC - California Water Code

CONTRIBUTORS

This guidance was developed with input from the following agencies:

California Governor's Office of Emergency Services (Cal OES)
Office of the State Fire Marshal (OSFM)
California Highway Patrol (CHP)
California Environmental Protection Agency (Cal EPA)

- Department of Toxic Substances Control (DTSC)
- State Water Resources Control Board (SWRCB)
- Air Resources Board (ARB)
- Department of Pesticide Regulation (DPR)
- Department of Resources, Recycling, and Recovery (Cal Recycle)
- Office of Environmental Health Hazard Assessment (OEHHA)

Department of Fish and Wildlife (DFW)

- Office of Spill Prevention and Response (OSPR)

Department of Food and Agriculture (DFA)
Department of Public Health (CDPH)
Department of Industrial Relations

- California Occupational Safety and Health Administration (Cal/OSHA)

Department of Transportation (CalTrans)
U.S. Environmental Protection Agency, (U.S. EPA) Region IX
Department of Conservation, Division of Oil, Gas, and Geothermal Resources (DOGGR)
Department of Water Resources (DWR)
San Diego County Department of Environmental Health
State Lands Commission (SLC)

ADDITIONAL NOTES

ADDITIONAL NOTES

For questions concerning the
federal Emergency Planning and
Community Right-to-Know Act
Call EPCRA Title III Hotline:
(800) 424 - 9346

California Governor's Office of Emergency Services
Fire and Rescue Division
Hazardous Materials Section
3650 Schriever Ave
Mather, California 95655