

CALIFORNIA ENVIRONMENTAL REPORTING SYSTEM (CERS)
CONSOLIDATED EMERGENCY RESPONSE / CONTINGENCY PLAN
Prior to completing this Plan, please refer to the INSTRUCTIONS FOR COMPLETING A CONSOLIDATED CONTINGENCY PLAN

A. FACILITY IDENTIFICATION AND OPERATIONS OVERVIEW

FACILITY ID #	F A — 0 1 0 — 1 7 4 8	A1. CERS ID #	A2. 10426015	A3. DATE OF PLAN PREPARATION/REVISION (MM/DD/YYYY)	A3.
BUSINESS NAME (Same as Facility Name or DBA - Doing Business As)					A4.
Clovis Community College					
BUSINESS SITE ADDRESS					A5.
10309 N. Willow Ave.					
BUSINESS SITE CITY			A6.	ZIP CODE	A7.
Fresno			CA	93720	
TYPE OF BUSINESS (e.g., Painting Contractor)			A8.	INCIDENTAL OPERATIONS (e.g., Fleet Maintenance)	
THIS PLAN COVERS CHEMICAL SPILLS, FIRES, AND EARTHQUAKES INVOLVING (Check all that apply):					A10.
☒ 1. HAZARDOUS MATERIALS; ☐ 2. HAZARDOUS WASTES					

B. INTERNAL RESPONSE

INTERNAL FACILITY EMERGENCY RESPONSE WILL OCCUR BY (Check all that apply):	B1.
☒ 1. CALLING PUBLIC EMERGENCY RESPONDERS (e.g., 9-1-1) ☐ 2. CALLING HAZARDOUS WASTE CONTRACTOR ☒ 3. ACTIVATING IN-HOUSE EMERGENCY RESPONSE TEAM	

C. EMERGENCY COMMUNICATIONS, PHONE NUMBERS AND NOTIFICATIONS

In the event of an emergency involving hazardous materials and/or hazardous waste, all facilities must IMMEDIATELY:

1. Notify facility personnel and evacuate if necessary in accordance with the Emergency Action Plan (Title 8 California Code of Regulations §3220);
2. Notify local emergency responders by calling 9-1-1;
3. Notify the local Unified Program Agency (UPA) at the phone number below; and
4. Notify the State Warning Center at (800) 852-7550.

Facilities that generate, treat, store or dispose of hazardous waste have additional responsibilities to notify and coordinate with other response agencies. Whenever there is an imminent or actual emergency situation such as an explosion, fire, or release, the Emergency Coordinator must follow the appropriate requirements for the category of facility and type of release involved:

1. Title 22 California Code of Regulations §66265.56. Emergency Procedures for generators of 1,000 kilograms or more of hazardous waste in any calendar month.
2. Title 22 California Code of Regulations §66265.196. Response to Leaks or Spills and Disposition of Leaking or Unfit-for-Use Tank Systems.
3. Title 40 Code of Federal Regulations §302.6. Notification requirements for a release of a hazardous substance equal to or greater than the reportable quantity.
4. Title 22 California Code of Regulations §66262.34(d)(2) and Title 40 Code of Federal Regulations §262.34(d)(5)(ii) for generators of less than 1000 kilograms of hazardous waste in any calendar month.

Following notification and before facility operations are resumed in areas of the facility affected by the incident, the Emergency Coordinator shall notify the local UPA and the local fire department's hazardous materials program, if necessary, that the facility is in compliance with requirements to:

1. Provide for proper storage and disposal of recovered waste, contaminated soil or surface water, or any other material that results from an explosion, fire, or release at the facility; and
2. Ensure that no material that is incompatible with the released material is transferred, stored, or disposed of in areas of the facility affected by the incident until cleanup procedures are completed.

EMERGENCY RESPONSE PHONE NUMBERS:	AMBULANCE, FIRE, POLICE AND CHP 9-1-1 CALIFORNIA STATE WARNING CENTER (CSWC)/CAL OES (800) 852-7550 NATIONAL RESPONSE CENTER (NRC) (800) 424-8802 POISON CONTROL CENTER (800) 222-1222 LOCAL UNIFIED PROGRAM AGENCY (UPA) (559) 600-3271 C1. OTHER (Specify): C2. C3.	
NEAREST MEDICAL FACILITY / HOSPITAL NAME:	Community Regional Medical Center	C4. (559) 459-6000 C5.

AGENCY NOTIFICATION PHONE NUMBERS:	CALIFORNIA DEPT. OF TOXIC SUBSTANCES CONTROL (DTSC) (916) 255-3545 REGIONAL WATER QUALITY CONTROL BOARD (RWQCB) (916) 464-3291 C6. U.S. ENVIRONMENTAL PROTECTION AGENCY (US EPA) (800) 300-2193 CALIFORNIA DEPT. OF FISH AND WILDLIFE (CDFW) (916) 358-2900 U.S. COAST GUARD (USCG) (202) 267-2180 CAL OSHA (916) 263-2800 CAL FIRE OFFICE OF THE STATE FIRE MARSHAL (OSFM) (916) 323-7390 OTHER (Specify): C7. C8. OTHER (Specify): C9. C10.
------------------------------------	--

INTERNAL FACILITY COMMUNICATIONS OR ALARM NOTIFICATION WILL OCCUR BY (Check all that apply):		C11.
☐ 1. VERBAL WARNINGS;	☐ 2. PUBLIC ADDRESS OR INTERCOM SYSTEM;	☐ 3. TELEPHONE;
☐ 4. PAGERS;	☐ 5. ALARM SYSTEM;	☐ 6. PORTABLE RADIO
NOTIFICATIONS TO NEIGHBORING FACILITIES THAT MAY BE AFFECTED BY AN OFF-SITE RELEASE WILL OCCUR BY (Check all that apply):		C12.
☐ 1. VERBAL WARNINGS;	☐ 2. PUBLIC ADDRESS OR INTERCOM SYSTEM;	☐ 3. TELEPHONE;
☐ 4. PAGERS;	☐ 5. ALARM SYSTEM;	☐ 6. PORTABLE RADIO
EMERGENCY COORDINATOR CONTACT INFORMATION: State Center Community College District - 559-244-5911		C13.
PRIMARY EMERGENCY COORDINATOR NAME: Chief Flores		PHONE NO.: (559) 244-5911
ALTERNATE EMERGENCY COORDINATOR NAME:		PHONE NO.: PHONE NO.:
☐ Check if additional Emergency Coordinator contact and address information is available onsite or by calling PHONE NO.:		
Note: If more than one alternate emergency coordinator is designated, attach a list in order of responsibility.		
D. EMERGENCY CONTAINMENT AND CLEANUP PROCEDURES		
Check the applicable boxes to indicate your facility's procedures for containing spills and preventing and mitigating releases, fires and/or explosions.		
☒ 1. MONITOR FOR LEAKS, RUPTURES, PRESSURE BUILD-UP, ETC.;		D1.
☒ 2. PROVIDE STRUCTURAL PHYSICAL BARRIERS (e.g., Portable spill containment walls, built-in berms);		
☐ 3. PROVIDE ABSORBENT PHYSICAL BARRIERS (e.g., Pads, spill pigs, spill pillows);		
☐ 4. COVER OR BLOCK FLOOR AND/OR STORM DRAINS;		
☐ 5. LINED TRENCH DRAINS AND/OR SUMPS;		
☐ 6. AUTOMATIC FIRE SUPPRESSION SYSTEM;		
☐ 7. ELIMINATE SOURCES OF IGNITION FOR FLAMMABLE HAZARDS;		
☐ 8. STOP PROCESSES AND/OR OPERATIONS;		
☐ 9. AUTOMATIC / ELECTRONIC EQUIPMENT SHUT-OFF SYSTEM;		
☒ 10. SHUT OFF WATER, GAS, ELECTRICAL UTILITIES;		
☐ 11. CALL 9-1-1 FOR PUBLIC EMERGENCY RESPONDER ASSISTANCE AND/OR MEDICAL AID;		
☐ 12. NOTIFY AND EVACUATE PERSONS IN ALL THREATENED AND/OR IMPACTED AREAS;		
☐ 13. ACCOUNT FOR EVACUATED PERSONS IMMEDIATELY AFTER EVACUATION;		
☒ 14. PROVIDE PROTECTIVE EQUIPMENT FOR ON-SITE EMERGENCY RESPONSE TEAM;		
☒ 15. REMOVE CONTAINERS AND/OR ISOLATE AREAS;		
☐ 16. HIRE LICENSED HAZARDOUS WASTE CONTRACTOR;		
☒ 17. USE ABSORBENT MATERIAL FOR SPILL CONTAINMENT;		
☐ 18. VACUUM SUCTION USING APPROPRIATE VACUUM (e.g., Intrinsically safe) FOR SPILL CONTROL AND/OR CLEANUP;		
☐ 19. DECONTAMINATE PERSONNEL AND EQUIPMENT WITHIN DESIGNATED AREA AND DISPOSE OF WASTEWATER AS HAZARDOUS WASTE;		
☐ 20. PROVIDE SAFE TEMPORARY STORAGE OF HAZARDOUS WASTE GENERATED DURING EMERGENCY ACTIONS;		
☐ 21. OTHER (Specify):		D2.
E. FACILITY EVACUATION		
THE FOLLOWING ALARM SIGNAL(S) WILL BE USED TO BEGIN EVACUATION OF THE FACILITY (Check all that apply):		E1.
☐ 1. BELLS;		E2.
☐ 2. HORNS/SIRENS;		
☐ 3. VERBAL (i.e., Shouting);		
☒ 4. OTHER (Specify): Intelligible Voice Emergency Notification System		
THE FOLLOWING LOCATION(S) WILL BE USED FOR AN EMERGENCY ASSEMBLY AREA(S) (e.g., Parking lot, street corner):		E3.
Due to the risk of active threats, SCCCDC does not promote evacuation assembly areas; employees are trained to evacuate away from the threat		
Note: The Emergency Coordinator must account for all onsite employees and visitors after evacuation.		
EVACUATION ROUTE S AND ALTERNATE EVACUATION ROUTES ARE DESCRIBED AS FOLLOWS:		E4.
☒ 1. WRITTEN PROCEDURES DESCRIBING ROUTES, EXITS, AND ASSEMBLY AREAS;		
☐ 2. EVACUATION MAP(S) DEPICTING ROUTES, EXITS, AND ASSEMBLY AREAS;		
☐ 3. OTHER (Specify):		E5.
Note: Evacuation procedures and/or maps should be posted in visible facility locations and must be included in the Contingency Plan.		
F. ARRANGEMENTS FOR EMERGENCY SERVICES		
ADVANCE ARRANGEMENTS FOR LOCAL EMERGENCY SERVICES (Check one of the following):		F1.
☐ 1. HAVE BEEN DETERMINED NOT NECESSARY;		
☒ 2. THE FOLLOWING ARRANGEMENTS HAVE BEEN MADE (Specify): Post Certification State Center Community College District Police Department maintain mutual aid agreements with other agencies.		F2.
Note: Advance arrangements with local fire and police departments, hospitals, state and local emergency response teams, and/or emergency services contractors should be made for your facility, if necessary. Large Quantity Generators must describe arrangements in the Contingency Plan.		

G. EMERGENCY EQUIPMENT

Check the applicable boxes to list emergency response equipment available at the facility, identify the location(s) where the equipment is kept, and indicate the equipment's capability, if applicable.

TYPE	EQUIPMENT AVAILABLE G1.	LOCATION G2.	CAPABILITY G3.
EXAMPLE	☒ CHEMICAL PROTECTIVE GLOVES	SPILL RESPONSE KIT	SINGLE USE, OIL RESISTANT ONLY
Safety and First Aid	1. ☐ CHEMICAL PROTECTIVE SUITS, APRONS, AND/OR VESTS	Operations Yard	
	2. ☐ CHEMICAL PROTECTIVE GLOVES	Operations Yard	
	3. ☐ CHEMICAL PROTECTIVE BOOTS		
	4. ☐ SAFETY GLASSES, GOGGLES, AND FACE SHIELDS	Operations Yard	
	5. ☐ HARD HATS	Operations Yard	
	6. ☐ AIR-PURIFYING RESPIRATORS		
	7. ☐ SELF-CONTAINED BREATHING APPARATUS (SCBA)		
	8. ☐ FIRST AID KITS	Throughout campus	
	9. ☐ PLUMBED EYEWASH FOUNTAIN AND/OR SHOWER	High hazard areas on campus	
	10. ☐ PORTABLE EYEWASH KITS AND/OR STATION	High hazard areas on campus	
	11. ☐ OTHER		
Fire Fighting	12. ☐ PORTABLE FIRE EXTINGUISHERS	Throughout campus	
	13. ☐ FIXED FIRE SUPPRESSION SYSTEMS AND/OR SPRINKLERS	Refer to fire related map	
	14. ☐ FIRE ALARM BOXES	Refer to fire related map	
	15. ☐ OTHER		
Spill Control and Clean-Up	16. ☐ ALL-IN-ONE SPILL KIT	Operations Yard	
	17. ☐ ABSORBENT MATERIAL	Operations Yard	
	18. ☐ CONTAINER FOR USED ABSORBENT	Operations Yard	
	19. ☐ BERM AND/OR DIKING EQUIPMENT		
	20. ☐ BROOM	Operations Yard	
	21. ☐ SHOVEL	Operations Yard	
	22. ☐ VACUUM	Operations Yard	
	23. ☐ EXHAUST HOOD	High hazard areas on campus	
	24. ☐ SUMP AND/OR HOLDING TANK		
	25. ☐ CHEMICAL NEUTRALIZERS	High hazard areas on campus	
	26. ☐ GAS CYLINDER LEAK REPAIR KIT		
	27. ☐ SPILL OVERPACK DRUMS		
	28. ☐ OTHER		
Communications and Alarm Systems	29. ☐ TELEPHONES (e.g., Cellular)	Throughout campus	
	30. ☐ INTERCOM AND/OR PA SYSTEM	Throughout campus	
	31. ☐ PORTABLE RADIOS	Throughout campus	
	32. ☐ AUTOMATIC ALARM CHEMICAL MONITORING EQUIPMENT		
Other	33. ☐ OTHER		
	34. ☐ OTHER		

H. EARTHQUAKE VULNERABILITY	
Identify areas of the facility that are vulnerable to hazardous materials releases due to seismic motion. These areas require immediate isolation and inspection.	
VULNERABLE AREAS (Check all that apply): H1. ☒ 1. HAZARDOUS MATERIALS AND/OR WASTE STORAGE AREAS ☐ 2. PROCESS LINES AND PIPING ☒ 3. LABORATORY ☐ 4. WASTE TREATMENT AREA	LOCATIONS (e.g., Shop, outdoor shed, lab): H2. Operations Yard, Science Building
Identify mechanical systems vulnerable to releases / spills due to earthquake-related motion. These systems require immediate isolation and inspection.	
VULNERABLE SYSTEMS AND/OR EQUIPMENT (Check all that apply): H3. ☐ 1. SHELVES, CABINETS AND/OR RACKS ☐ 2. TANKS AND SHUT-OFF VALVES ☐ 3. PORTABLE GAS CYLINDERS ☒ 4. EMERGENCY SHUT-OFF AND/OR UTILITY VALVES ☐ 5. SPRINKLER SYSTEMS ☐ 6. STATIONARY PRESSURIZED CONTAINERS (e.g., Propane tank)	LOCATIONS: H4. Various locatiuons throughout campus
I. EMPLOYEE TRAINING	
Employee training is required for all employees and/or contractors handling hazardous materials and/or hazardous wastes during normal and/or emergency operations. Most facilities will need to submit a separate Training Plan. However, your CUPA may accept this section as the Training Plan for some small facilities. Employee training plans may include the following content: - Applicable laws and regulations; - Emergency response plans and procedures; - Safety Data Sheets; - Hazard communication related to health and safety; - Methods for safe handling of hazardous substances; - Hazards of materials and processes (e.g., fire, explosion, asphyxiation); - Hazard mitigation, prevention and abatement procedures; - Coordination of emergency response actions; - Notification procedures for local emergency responders, CUPA, Cal OES, and onsite personnel; - Communication and alarm systems; - Personal protective equipment; - Use and maintenance of emergency response equipment and supplies (e.g. Fire extinguishers, respirators, spill control materials); - Decontamination procedures; - Evacuation procedures and evacuation staging locations; - Identification of facility areas, equipment, and systems vulnerable to earthquakes and other natural disasters. - OTHER (Specify):	
Check the applicable boxes below to indicate how the employee training program is administered. ☒ 1. FORMAL CLASSROOM ☐ 2. VIDEOS ☐ 3. SAFETY MEETINGS ☐ 4. STUDY GUIDES / MANUALS ☒ 5. OTHER (Specify): <u>Online training</u> ☐ 6. NOT APPLICABLE SINCE FACILITY HAS NO EMPLOYEES ☐ 7. CHECK IF A SEPARATE EMPLOYEE TRAINING PLAN IS USED AND UPLOADED TO CERS AS A PDF DOCUMENT ☐ 8. CHECK IF EMPLOYEE TRAINING IS COVERED BY THE ABOVE REFERENCED CONTENT AND OTHER DOCUMENTS ONSITE I1. I2. I3. I4.	
EMPLOYEE TRAINING FREQUENCY AND RECORDKEEPING TRAINING MUST BE: - Provided initially for new employees as soon as possible following the date of hire. New employees should not work in an unsupervised position that involves hazardous materials handling and/or hazardous waste management without proper training; - Provided within six months from the date of hire for new employees at a large quantity generator; - Ongoing and provided at least annually; - Amended prior to a change in process or work assignment; - Given upon modification to the Emergency Response/Contingency Plan. Large Quantity Generator Training: Large quantity generators (1,000 kg or more) must retain written plan and documentation of employee training which includes: - A written description of the type and amount of both initial and ongoing training that will be given to persons filling each job position having responsibility for hazardous waste management and/or emergency response. - The name, job title and job description for each position at the facility related to hazardous waste management. - Current employee training records must be retained until closure of the facility and former employee training records must be retained for at least three years after termination of employment. Small Quantity Generator Training: Small quantity generators (less than 1,000 kg) must include basic hazardous waste management and emergency response procedures but a written employee training plan and training records are not required. In order to show that the facility has met the small quantity generator employee training requirement, an employee training plan and training records may be made available. Hazardous Materials Business Plan Training: Businesses must provide initial and annual employee training that includes the content referenced above. The training may be based on the job position and training records must be made available for a period of at least three years.	
J. LIST OF ATTACHMENTS	
Check one of the following: ☒ 1. NO ATTACHMENTS ARE REQUIRED; or ☐ 2. THE FOLLOWING DOCUMENTS ARE ATTACHED: J1. J2.	