CERS
Hazardous Materials Inventory and Response Plans

- Inventory
- Site Maps
- Employee Training
- Permits
- Inspections
Emergency Planning and Community Right-to-Know Act
Homeland Security
April 2013
Partnered with IEA to create a website
CERS Business User Guide

This guide has been developed by the California Environmental Reporting System Business User Group in cooperation with CAL/EPA to assist businesses using CERS.

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**Facility Info**

1. **Start Here**
   - Create a CERS Business User Account (pp. 2-3)*

2. Add new facility (pp. 4-5)*
   - Is your facility already in CERS?
     - Yes
       - Request access from lead user (pp. 4-5)*
       - Complete Business Activities form
       - Complete Business Owner/Operator Identification form
     - No
       - Check Yes or No to each question in the form and upload the corresponding documents. Required elements are required for your facility.

**Submittal Elements**

1. **Hazardous Materials?**
   - Yes
     - Complete Hazardous Materials Inventory section
     - Complete Emergency Response and Training Plans section
   - No
     - Undergo Petroleum Storage?
       - Yes
         - Complete Underground Storage Tanks section
       - No
         - Hazardous Waste?
           - Yes
             - Consolidate waste at remote site?
               - Yes
                 - Complete Remote Waste Consolidation Site Annual Notification section
               - No
                 - Complete Hazardous Waste Tank Closure Certification section
           - No
             - Excluded/ Exempt Materials?
               - Yes
                 - Complete Recyclable Materials Report section
               - No
                 - Complete Aboveground Petroleum Storage Act section

2. Treat waste on-site?
   - Yes
     - Complete Tiered Permitting section
     - Complete form
   - No
     - Complete form

3. Upload Hazardous Waste Tank Closure Certificate
   - Complete form
   - Upload Recyclable Materials Report Documentation

4. Enter all inventory items and upload a Site Map (pp. 5-10)*
   - Complete form & upload corresponding documents (p. 12)*
   - Complete form
Computer Aided Dispatch
Hazardous Material Inventory Statement (HMIS)
Collaborative effort with an IT Framework
- Unified Program Facility
- Chemical Location (Field 201)
- Chemical to hazard information
  - DOT
  - Fire & Building code
Additional “Local” required fields for HMIS

- Occupancy Type
- Sprinklers
- Storage Cabinets
- Control Areas
- Hazard Classifications
- Allowable Amounts