PERMIT BY RULE
PERMANENT HOUSEHOLD HAZARDOUS WASTE COLLECTION FACILITY
INSPECTION CHECKLIST

Collection Facility Name: ______________________________________ EPA ID #: CAH_________________

Collection Facility Address: ________________________________________________________________

City: ____________________________________________ Zip Code: ________________________________

Sponsor Agency: ____________________________________________________________

Sponsor Agency Contact Person: ________________________ Phone: _____________________________

Contractor Name: ________________________________________________________________

Contractor Contact Person: ________________________ Phone: _____________________________

Date Inspected: ________________ Inspection Agency: __________________________________________

Lead Inspector: ________________________ Phone: _____________________________

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# PERMIT BY RULE
## PERMANENT HOUSEHOLD HAZARDOUS WASTE COLLECTION FACILITY
## INSPECTION CHECKLIST

NOTE: Violations cited below are from California Health and Safety Code (HSC), sections 25100 et seq. and Title 22, California Code of Regulations (Cal. Code Regs.), section 67450.25 that includes requirements from Chapter 12 (use applicable portions of the Generator Checklist), Chapter 15, Articles 2 through 7, 9 and 10 (use applicable portions of the ISD checklist), in addition to the following requirements:

<table>
<thead>
<tr>
<th>CHECKLIST ELEMENT</th>
<th>YES</th>
<th>NO</th>
<th>COMMENT</th>
</tr>
</thead>
</table>

### A. SUBMITTALS: Has the following document been submitted by the operator (sponsor agency) of the PHHWCF?

1. PHHWCF Permit by Rule Notification form (DTSC 1094B) (11/08) to CUPA/ or DTSC (if no CUPA).
   [Title 22, Cal. Code Regs., section 66270.60(d)(6)(A)]

3. PHHWCF has developed/maintained/implemented operational procedures to be followed whenever the PHHWCF meets or exceeds its maximum storage capacity.
   [Title 22, Cal. Code Regs., section 67450.25(a)(3)(A)].

4. PHHWCF only accepts approved classifications of waste:
   [HSC 25218.1(f) & 25218.3]
   a. household hazardous waste;
   b. hazardous waste that is generated by CESQG.

### B. CONTAINMENT:

5. Container transfer and storage area has a containment system that is designed and operated to contain a 24-hour, 25-year storm plus 10% of the aggregate volume of all containers or the volume of the largest container, whichever is greater.
   [Title 22, Cal. Code Regs., sections 67450.25 (a)(1) and 66264.175(b)(3)]

6. The base underlying the containers in the receiving*, handling and storage areas is free of cracks or gaps and is impervious to the wastes.
   [Title 22, Cal. Code Regs., sections 67450.25(a)(4)(A) and 66264.175(b)(1)]

*Tables and carts on which wastes are placed are considered the receiving area.

7. The containment system is designed and operated to protect the containers from contact with accumulated liquids.
   [Title 22, Cal. Code Regs., sections 67450.25(a)(1) and 66264.175(b)(2)]

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YES   NO     COMMENT

8. Run-on into the containment system is prevented.
   [Title 22, Cal. Code Regs., sections 67450.25(a)(1) and 66264.175(b)(4)]
   ___   ___  ______________

9. Spilled or leaked waste and accumulated precipitation is removed in a timely manner as is necessary to prevent overflow of the collection system. [Title 22, Cal. Code Regs., sections 67450.25(a)(1) and 66264.175(b)(5)]
   ___   ___  ______________

10. a. The operator has submitted to CUPA /or DTSC (if no CUPA) a written statement signed by an independent, qualified professional engineer, registered in California, indicating that the containment system is suitably designed. [Title 22, Cal. Code Regs., section 66264.175(c)]
   ___   ___  ______________
   or

   b. A engineering certification as required by Title 22, Cal. Code Regs., section 66274.175(c) shall be provided by a manufacturer, an independent professional engineer registered in the state of California or professional engineer employed by the local government entity from a different division or agency than the operator. [Title 22, Cal. Code Regs., section 67450.25(a)(1)(A)]
   ___   ___  ______________

C. DOCUMENTATION REQUIREMENTS: Does the PHHWCF have the following documents at the facility?

11. a. Receipt or proof of mailing notification to CUPA/ or DTSC (if no CUPA).
   [Title 22, Cal. Code Regs., sections 66270.60(d)(6)(A) and 67450.25(a)(3)]
   ___   ___  ______________
   b. CUPA/ or DTSC’s (if no CUPA) Acknowledgement & or Authorization letter.
   [Title 22, Cal. Code Regs., sections 66270.60(d)(6)(B) and 67450.25(a)(3)]
   ___   ___  ______________

12. A written waste analysis plan (WAP) describing the procedures to characterize unidentified wastes received at the facility into federal DOT hazard classes (operator may use HAZCAT).
   [Title 22, Cal. Code Regs., section 67450.25(a)(2)(A)]
   ___   ___  ______________
**PERMIT BY RULE**

**PERMANENT HOUSEHOLD HAZARDOUS WASTE COLLECTION FACILITY**

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<table>
<thead>
<tr>
<th>An operation plan with the following information:</th>
</tr>
</thead>
<tbody>
<tr>
<td>13. The PHHWCF is complying with Chapter 15, Article 8 (Financial Assurance) (DTSC Form 1220), except that the coverage to be maintained is in accordance with Title 22, Cal. Code Regs., section 67450.30.**</td>
</tr>
</tbody>
</table>

**YES**  **NO**  **COMMENT**

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**Financial Assurance for closure exemptions:**

- PHHWCF is operated no more than 30 days per year: Submit a certification to DTSC with a statement why facility is exempt.

- Estimated closure cost is less than $10,000: Submit a certification to CUPA or DTSC (if no CUPA) with a statement why facility is exempt and adjust closure cost estimate annually for closure plan changes and national inflation index.

14. Phase I environmental assessment due to DTSC within one year of commencing operation. [HSC, section 25200.14; and Title 22, Cal. Code Regs., sections 66270.60(d)(B)(6) and 67450.25(a)(5)]

15. PHHWCF closure plan and post closure. [Title 22, Cal. Code Regs., sections 67450.25(a)(2)(E) and 66265.110-66265.115]

16. Site supervisor name(s). [Title 22, Cal. Code Regs., sections and 67450.25(a)(3)(B) 67450.4(b)(6)]

17. Description of operating procedure in the event of inclement weather. [Title 22, Cal. Code Regs., sections 67450.25(a)(3)(B) and 67450.4(b)(8)]

18. Contingency plan which describes the following: [Title 22, Cal. Code Regs., sections 67450.25(a)(2)(C) and 66265.52 & 66265.56 EXCEPT 66265.53(b)]
   - a. actions to take
   - b. local arrangements
   - c. emergency coordinator list
   - d. list of emergency equipment
   - e. evacuation plan

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19. Preparedness & prevention:
[Title 22, Cal. Code Regs., section 67450.25(a)(2)(B)]

   a. Operator minimizes possibility of fire, explosion or release;
   [Title 22, Cal. Code Regs., section 66265.31]  
   ___  ___  ______________

   b. Existence of Internal communication or alarm system, portable fire extinguishers, spill control equipment, decontamination equipment, & water at facility;
   [Title 22, Cal. Code Regs., section 66265.32]  
   ___  ___  ______________

   c. Access to communication device;
   [Title 22, Cal. Code Regs., section 66265.34]  
   ___  ___  ______________

   d. Aisle space is maintained for emergencies; and
   [Title 22, Cal. Code Regs., section 66265.35]  
   ___  ___  ______________

   e. Arrangements with police, fire departments, emergency response teams and OES including facility layout & operation.
   [Title 22, Cal. Code Regs., section 66265.37]  
   ___  ___  ______________

20. Copy of documents as specified in Title 22, Cal. Code Regs., section 66264.17(c) if applicable. (Ignitables, Reactives, & Incompatible wastes)
[Title 22, Cal. Code Regs., sections 67450.25(a)(3)(B) and 67450.4(b)(13)].

   ___  ___  ______________

21. If bulking solvents, oil-based paints or gasoline PHHWCF follows a written protocol approved by local fire & air pollution prevention agencies.
[Title 22, Cal. Code Regs., sections 67450.25(a)(3)(B) and 67450.4(b)(14)]

   ___  ___  ______________

22. Copies of all local permits obtained.
[Title 22, Cal. Code Regs., sections 67450.25(a)(3)(B) and 67450.4(b)(15)]

   ___  ___  ______________

23. A written agreement between the property owner and the operator if different.
[Title 22, Cal. Code Regs., sections 67450.25(a)(3)(B) and 67450.4(b)(16)]

   ___  ___  ______________

24. A written agreement between the contractor and the operator
[Title 22, Cal. Code Regs., sections 67450.25(a)(3)(B) and 67450.4(b)(17)]

   ___  ___  ______________
25. Follows Generator requirements, Chapter 12, Cal. Code Regs.  
   a. Meet container management standards (storage time 
      limits, closed, labeled, compatibility, inspected weekly, 
      in good condition, with ignitables/reactives stored at a 
      shorter distance (<50 feet from property line) with written 
      approval of local fire authority.  [Title 22, Cal. Code Regs., 
      sections 67450.25(a)(2)(D), 66262.34, and 66265.170]  
   b. Copies of manifests retained for 3 years & a legible copy 
      of each manifest used submitted to DTSC within 30 days. 
      [Title 22, Cal. Code Regs., sections 66262.20 and 66262.23]  
   c. Inspection standards for hazardous waste accumulation 
      area (container-weekly and tanks-daily). 
      [Title 22, Cal. Code Regs., sections 66265.15 and 66265.195]  

D. CESQG WASTE ACCEPTED:  

26. A description of how CESQG HW will be received 
    separately from the HHW: [Title 22, Cal. Code Regs., sections 
    67450.25(a)(3)(B) and 67450.4(b)(9)]  
   a. either accepts at different hours or 
      Up to 27 gallons or 220 pounds, but not more than 
      100 kg/month and certain conditions are met [HSC 25185.5]  
   b. receives at separate receiving area from other HHW.  

Household Hazardous Waste Transported to PHHWCF from the following HHW programs:  

(USE a manifest for transporting waste as per HSC, 26160 (d)(1); USE a registered waste hauler as 
per HSC, 25163 (a); and No manifest is required if transporting 5gal or 50 lbs waste and meeting 
conditions) [HSC 25185.3, 25185.4, and 25185.5]  
   a. THHWCFs collection program  
   b. Recycle-only (BOPs) collection program  
   c. Mobile household collection program  
   d. Load check program or Transfer station load check program under agreement with the PHHWCF.  

27. Maintains separate record identifying name, address, 
    and identification number (if available) of CESQG, types 
    and quantities of hazardous wastes accepted, and the fees 
    paid to the PHHWCF for the management of those wastes. 
    [Title 22, Cal. Code Regs., sections 67450.25(a)(4) 
    and 67450.4(g)]
### E. WALK THROUGH OBSERVATIONS

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<tr>
<td>28.</td>
<td>Location of HHW handling area is clearly marked to control public access. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(d)(1)]</td>
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<td>29.</td>
<td>Facility has a buffer zone which has written approval of local agencies. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(d)(2)]</td>
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<td>30.</td>
<td>Facility is large enough to accommodate all equipment, personnel and anticipated number of vehicles for a safe operation. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(d)(3)]</td>
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<td>31.</td>
<td>Facility is paved with asphalt or concrete in good repair. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(d)(4)]</td>
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<td>32.</td>
<td>All waste handling and storage areas have a continuous base that meet the requirements of 66264.175(b)(1). [Title 22, Cal. Code Regs., sections 67450.25(a)(4)(A)]</td>
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<td>33.</td>
<td>There is a physical barrier to delineate the perimeter of HHW handling and storage areas. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(d)(5)].</td>
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<tr>
<td>34.</td>
<td>The area(s) or structure(s) has the written approved of local agencies, to store ignitable and/or reactive waste. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(d)(6)].</td>
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<td>35.</td>
<td>Waste handling areas are covered for excessive heat Or precipitation. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(d)(7)].</td>
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<tr>
<td>36.</td>
<td>Warning signs are posted outside the receiving, handling and storage areas in English and in languages predominant in the area which state &quot;Danger! Hazardous Waste Area - Unauthorized Personnel Keep Out&quot;. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(d)(8)]</td>
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<tr>
<td>37.</td>
<td>Warning signs are legible from a distance of at least 25 feet. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(d)(8)(B)]</td>
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<tr>
<td>38.</td>
<td>Signs are posted prohibiting food, beverages, and smoking in the receiving, handling, and storage areas. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(d)(8)].</td>
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<td>39.</td>
<td>Storage area is a secured area with controlled access or is surrounded by a fence or monitored by 24-hour surveillance system. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(d)(9)(C)]</td>
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<td>40.</td>
<td>If facility operates during hours of darkness there is artificial lighting to provide a safe operation. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(d)(9)(D)]</td>
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<td>41.</td>
<td>There is a separate storage area for wastes which are ready to be transported off-site. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(d)(9)(E)]</td>
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<td>42.</td>
<td>Local agency has approved the traffic control. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(d)(10)(A) and (B)]</td>
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<tr>
<td>43.</td>
<td>Traffic is routed in a one-way direction to minimize backing up or turning around. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(d)(10)(C)]</td>
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<td>44.</td>
<td>Persons delivering wastes remain in their vehicles while in the waste acceptance area of the facility. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(d)(10)(D)]</td>
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</tbody>
</table>
## WASTE HANDLING PROCEDURES

<table>
<thead>
<tr>
<th></th>
<th>YES</th>
<th>NO</th>
<th>COMMENT</th>
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<tbody>
<tr>
<td>45.</td>
<td>Waste handling is performed by trained personnel and provides safety for the participants and workers. [Title 22, Cal. Code Regs., sections 67450.25(a)(4), 67450.4(e)(4), and 66265.16(D)]</td>
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<td>46.</td>
<td>Bulking of wastes is done in a manner which prevents the mixing of incompatible wastes. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(e)(1)(A)]</td>
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<tr>
<td>47.</td>
<td>Bulking of wastes is performed in a secured area away from the receiving area. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(e)(1)(B)]</td>
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<tr>
<td>48.</td>
<td>Limit bulking and filtering of wastes to paints compatible solvents, gasoline, antifreeze, used oil and roofing tar. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(e)(2)(B)]</td>
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<tr>
<td>49.</td>
<td>If bulking solvents, oil-based paints or gasoline during the waste acceptance hours, follows a written protocol approved by local agencies. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(e)(2)(B)]</td>
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<tr>
<td>50.</td>
<td>Bulks, packages and ships used oil to a facility authorized to receive used oil pursuant to HSC Section 25200. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(e)(3)]</td>
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<tr>
<td>51.</td>
<td>Properly packages, sorts and labels waste in accordance with Department of Transportation (DOT) requirements pursuant to Code of Federal Regulation (CFR), Title 49, Subchapter C. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(e)(4)]</td>
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<tr>
<td>52.</td>
<td>Personnel who handle waste meet training requirements specified in Title 22, Cal. Code Regs., section 66264.16(a) and Occupational Safety and Health Administration (OSHA) requirements. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(e)(5)]</td>
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<tr>
<td>53.</td>
<td>A written report was submitted to CUPA or DTSC (If no CUPA) within 15 days if an incident of noncompliance with these regulatory requirements occurred. [Title 22, Cal. Code Regs., sections 67450.25(a)(4) and 67450.4(i)]</td>
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</table>
### PERMIT BY RULE
### PERMANENT HOUSEHOLD HAZARDOUS WASTE COLLECTION FACILITY
### INSPECTION CHECKLIST

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<th></th>
<th>YES</th>
<th>NO</th>
<th>COMMENT</th>
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<tbody>
<tr>
<td>54. Manifest Record keeping &amp; Reporting - PHHWCF receiving manifested waste to be in compliance with [Title 22, Cal. Code Regs., sections 67450.25(a)(2)(D) and 67450.4 (66265.70 EXCEPT 66265.73(b)(2)],</td>
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<tr>
<td>55. PHHWCF limited to store waste at the facility up to one year from the date of collection. [Title 22, Cal. Code Regs., section 67450.25(a)(6)]</td>
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</table>
| **G. ANY VARIANCES ISSUED BY DTSC?**
(If yes, describe below). |   |   |         |

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This report may identify conditions observed this date that are alleged to be violations of one or more sections of the California Health and Safety Code or Cal. Code Regs. relating to the management of hazardous waste. The violations may be described in more detail on the attached note sheet.

**Inspector(s):**

Lead Inspector: __________________________  Other Inspector: __________________________

Signature: __________________________  Signature: __________________________

Printed Name: __________________________  Printed Name: __________________________

Title: __________________________  Title: __________________________

Agency: __________________________  Agency: __________________________

Phone Number: __________________________  Phone Number: __________________________

**Facility Representative:**

**Your signature acknowledges receipt of this report and does not imply agreement with the findings.**

Signature: __________________________  Printed Name: __________________________

Title: __________________________  Date: __________________________

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NOTE SHEET

This note sheet includes inspector observations and expands upon any violations identified in the checklist (refer to by number). In some cases, comments will indicate how the facility shall correct the violations. It also may include names of other individuals participating in this inspection.

Page ____

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For public agencies operating a household hazardous waste collection facility under PBR

In the matter of the Violation(s) cited on: ____________

As identified in the Inspection report dated: ____________

Conducted by: ________________________________ (agency)

I certify under penalty of law that:

1. Respondent has corrected the violations specified in the notice of violation cited above.

2. I have personally examined any documentation attached to the certification to establish that the violations have been corrected.

3. Based on my examination of the attached documentation and inquiry of the individuals who prepared or obtained it, I believe that the information is true, accurate, and complete.

4. I am authorized to file this certification on behalf of the Respondent.

5. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

________________________________________________________  ________________________________
Name (Print or Type)                                              Title

________________________________________________________  ________________________________
Signature                                                        Date Signed

________________________________________________________  ________________________________
Public Agency Name                                               EPA ID Number