



The following information has been compiled as a summary to consolidate the legal requirements for the immediate verbal notification and written follow-up reporting of hazardous material spills/releases within California (as related to Health and Safety Code, Section 25507). Note that there are a variety of other federal and California spill/release laws that are not included in this summary. Local governments can have requirements that are more stringent than state and should be contacted for advice about reporting of hazardous material spills/releases in their area.

This document is intended to be used as a reference only. The official statutory and regulatory requirements can be accessed at:

Statute: www.leginfo.ca.gov
Regulations: http://ccr.oal.ca.gov

Section 1 of this document contains excerpts from the California Government Code Section 8589.7 and Health and Safety Code, Sections 25500 – 25520. Section 2 contains excerpts from Title 19, California Code of Regulations, Sections 2720 – 2728.

If you have any questions about hazardous material spill/release reporting, please contact the California Emergency Management Agency, Fire and Rescue Division, Hazardous Materials Section at (916) 845-8798.

Section 1

Statutory Requirements for Hazardous Material Spill/Release Reporting

1. Excerpts from California Government Code (GC) Section 8589.7

a. **OES Notifications**

- **GC 8589.7.** (a) In carrying out its responsibilities pursuant to subdivision (b) of Section 8574.17, the California Emergency Management Agency shall serve as the central point in state government for the emergency reporting of spills, unauthorized releases, or other accidental releases of hazardous materials and shall coordinate the notification of the appropriate state and local administering agencies that may be required to respond to those spills, unauthorized releases, or other accidental releases. The California Emergency Management Agency is the only state agency required to make the notification required by subdivision (b).
- (b) Upon receipt of a report concerning a spill, unauthorized release, or other accidental release involving hazardous materials, as defined in Section 25501 of the Health and Safety Code, or concerning a rupture of, or an explosion or fire involving, a pipeline reportable pursuant to Section 51018, the California Emergency Management Agency shall immediately inform the following agencies of the incident:
 - 1) For an oil spill reportable pursuant to Section 8670.25.5, the California Emergency Management Agency shall inform the administrator for oil spill response, the State Lands





- Commission, the California Coastal Commission, and the California regional water quality control board having jurisdiction over the location of the discharged oil.
- 2) For a rupture, explosion, or fire involving a pipeline reportable pursuant to Section 51018, the California Emergency Management Agency shall inform the State Fire Marshal.
- 3) For a discharge in or on any waters of the state of a hazardous substance or sewage reportable pursuant to Section 13271 of the Water Code, the California Emergency Management Agency shall inform the appropriate California regional water quality control board.
- 4) For a spill or other release of petroleum reportable pursuant to Section 25270.8 of the Health and Safety Code, the California Emergency Management Agency shall inform the local administering agency that has jurisdiction over the spill or release.
- 5) For a crude oil spill reportable pursuant to Section 3233 of the Public Resources Code, the California Emergency Management Agency shall inform the Division of Oil, Gas, and Geothermal Resources and the appropriate California regional water quality control board.
- (c) This section does not relieve a person who is responsible for an incident specified in subdivision
- (b) from the duty to make an emergency notification to a local agency, or the 911 emergency system, under any other law.
- (d) A person who is subject to Section 25507 of the Health and Safety Code shall immediately report all releases or threatened releases pursuant to that section to the appropriate local administering agency and each local administering agency shall notify the California Emergency Management Agency and businesses in their jurisdiction of the appropriate emergency telephone number that can be used for emergency notification to the administering agency on a 24-hour basis. The administering agency shall notify other local agencies of releases or threatened releases within their jurisdiction, as appropriate.
- (e) No facility, owner, operator, or other person required to report an incident specified in subdivision (b) to the California Emergency Management Agency shall be liable for any failure of the California Emergency Management Agency to make a notification required by this section or to accurately transmit the information reported.



State Laws & Regulations:

Government Code § 8589.7

2. California Health and Safety Code (HSC) Sections 25500-25520

a. Legislative Intent

HSC 25500. The Legislature declares that, in order to protect the public health and safety and the environment, it is necessary to establish business and area plans relating to the handling and release or threatened release of hazardous materials. The establishment of minimum statewide standards for these plans is a statewide concern. Basic information on the location, type, quantity, and the health risks of hazardous materials handled, used, stored, or disposed of in the state, which could be accidently released into the environment, is not now available to firefighters, health officials, planners, public safety officers, health care providers, regulatory agencies, and other interested persons. The information





provided by business and area plans is necessary in order to prevent or mitigate the damage to the health and safety of persons and the environment from the release or threatened release of hazardous materials into the workplace and environment.

The Legislature further finds and declares that this chapter does not occupy the whole area of regulating the inventorying of hazardous materials and the preparation of hazardous materials response plans by businesses and the Legislature does not intend to preempt any local actions, ordinances, or regulations which impose additional or more stringent requirements on businesses which handle hazardous materials. Thus, in enacting this chapter, it is not the intent of the Legislature to preempt or otherwise nullify any other statute or local ordinances containing the same or greater standards and protections.



State Laws & Regulations:

HSC 25500

b. **Definitions**

HSC 25501. Unless the context indicates otherwise, the following definitions govern the construction of this chapter:

- (a) "Administering agency" means the local agency authorized, pursuant to Section 25502, to implement and enforce this chapter.
- (b) "Agency" means the California Emergency Management Agency.
- (e) "Business" means an employer, self-employed individual, trust, firm, joint stock company, corporation, partnership, or association. For purposes of this chapter, "business" includes a business organized for profit and a nonprofit business.
- (m) "Emergency rescue personnel" means any public employee, including, but not limited to, any fireman, firefighter, or emergency rescue personnel, as defined in Section 245.1 of the Penal Code, or personnel of a local EMS agency, as designated pursuant to Section 1797.200, or a poison control center, as defined by Section 1797.97, who responds to any condition caused, in whole or in part, by a hazardous material that jeopardizes, or could jeopardize, public health or safety or the environment.
- (n) "Handle" means to use, generate, process, produce, package, treat, store, emit, discharge, or dispose of a hazardous material in any fashion.
- (o) "Handler" means any business that handles a hazardous material.
- (p) "Hazardous material" means any material that, because of its quantity, concentration, or physical or chemical characteristics, poses a significant present or potential hazard to human health and safety or to the environment if released into the workplace or the environment. "Hazardous materials" include, but are not limited to, hazardous substances, hazardous waste, and any material that a handler or the administering agency has a reasonable basis for believing that it would be injurious to the health and safety of persons or harmful to the environment if released into the workplace or the environment.
- (q) "Hazardous substance" means any substance or chemical product for which one of the following applies:
 - (1) The manufacturer or producer is required to prepare a MSDS for the substance or product pursuant to the Hazardous Substances Information and Training Act (Chapter 2.5





(commencing with Section 6360) of Part 1 of Division 5 of the Labor Code) or pursuant to any applicable federal law or regulation.

- (2) The substance is listed as a radioactive material in Appendix B of Chapter 1 of Title 10 of the Code of Federal Regulations, maintained and updated by the Nuclear Regulatory Commission.
- (3) The substances listed pursuant to Title 49 of the Code of Federal Regulations.
- (4) The materials listed in subdivision (b) of Section 6382 of the Labor Code.
- (r) "Hazardous waste" means hazardous waste, as defined by Sections 25115, 25117, and 25316.
- (s) "Release" means 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.
- (v) "Threatened release" means a condition creating a substantial probability of harm, when the probability and potential extent of harm make it reasonably necessary to take immediate action to prevent, reduce, or mitigate damages to persons, property, or the environment.

HSC 25501.1. Notwithstanding Section 25501, for purposes of this chapter, a hazardous substance specified in paragraph (3) of subdivision (q) of Section 25501 means those hazardous materials or substances listed in Parts 172 and 173 of Title 49 of the Code of Federal Regulations.

HSC 25501.2. For purposes of the inventory requirements of this chapter, "store," as used in subdivision (i) of Section 25501, does not include the storage of hazardous materials which are in transit or which are temporarily maintained in a fixed facility for a period of less than 30 days during the course of transportation.

HSC 25501.3. "Handle" also means the use or potential for use of a quantity of hazardous material by the connection of any marine vessel, tank vehicle, tank car, or container to a system or process for any purpose other than the immediate transfer to or from an approved atmospheric tank or approved portable tank.

HSC 25501.4. Notwithstanding subdivision (e) of Section 25501, "business" also includes all of the following:

- (a) The federal government, to the extent authorized by federal law.
- (b) Any agency, department, office, board, commission, or bureau of state government, including, limited to, the campuses of the California Community Colleges, the California State but not University, and the University of California.
- (c) Any agency, department, office, board, commission, or bureau of a city, county or district.



State Laws & Regulations: HSC 25501 HSC 25501.1

> HSC 25501.2 HSC 25501.3

HSC 25501.4

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c. Release Reporting Requirements

HSC 25507. (a) Except as provided in subdivision (b), the handler or any employee, authorized representative, agent, or designee of a handler shall, upon discovery, immediately report any release or threatened release of a hazardous material to the administering agency, and to the agency, in accordance with the regulations adopted pursuant to Section 25503. Each handler and any employee, authorized representative, agent, or designee of a handler shall provide all state, city, or county fire or public health or safety personnel and emergency rescue personnel with access to the handler's facilities.

(b) Subdivision (a) does not apply to any person engaged in the transportation of a hazardous material on a highway which is subject to, and in compliance with, the requirements of Sections 2453 and 23112.5 of the Vehicle Code.



State Laws & Regulations:

HSC 25507

d. Written Follow-Up Reports

HSC 25507.1. (a) Any business required to submit a followup emergency notice pursuant to subdivision (c) of Section 11004 of Title 42 of the United States Code, as that section read on January 1, 1989, or as it may be subsequently amended, shall submit the notice on a form approved by the agency.

(b) The agency may adopt guidelines for the use of the forms required by subdivision (a).



State Laws & Regulations:

HSC 25507.1

e. HazMat Teams

HSC 25507.2. In order to carry out the purposes of this chapter, an administering agency may train for, and respond to, the release, or threatened release, of a hazardous material.



State Laws & Regulations:

HSC 25507.2

f. School Notification

HSC 25507.10. The emergency rescue personnel, responding to the reported release or threatened release of an acutely hazardous material or to any fire or explosion involving a material that involves a release that would be required to be reported pursuant to Section 25507, shall immediately advise the superintendent of the school district having jurisdiction, where the location of the release or threatened release is within one-half mile of a school.



State Laws & Regulations:

HSC 25507.10





g. Enforcement - Administrative

HSC 25514.5. (a) Notwithstanding Section 25514, any business that violates this article is liable to an administering agency for an administrative penalty not greater than two thousand dollars (\$2,000) for each day in which the violation occurs. If the violation results in, or significantly contributes to, an emergency, including a fire or health or medical problem requiring toxicological, health, or medical consultation, the business shall also be assessed the full cost of the county, city, fire district, local EMS agency designated pursuant to Section 1797.200, or poison control center as defined by Section 1797.97, emergency response, as well as the cost of cleaning up and disposing of the hazardous materials, or acutely hazardous materials.

- (b) Notwithstanding Section 25514, any business that knowingly violates this article after reasonable notice of the violation is liable for an administrative penalty, not greater than five thousand dollars (\$5,000) for each day in which the violation occurs.
- (c) When an administering agency issues an enforcement order or assesses an administrative penalty, or both, for a violation of this article, the administering agency shall utilize the administrative enforcement procedures, including the hearing procedures, specified in Sections 25404.1.1 and 25404.1.2.



State Laws & Regulations:

HSC 25514.5

h. Enforcement - Civil Criminal

HSC 25515. (a) A person or business who violates Section 25507 shall, upon conviction, be punished by a fine of not more than twenty-five thousand dollars (\$25,000) for each day of violation, by imprisonment in a county jail for not more than one year, or by both the fine and imprisonment. If the conviction is for a violation committed after a first conviction under this section, the person shall be punished by a fine of not less than two thousand dollars (\$2,000) or more than fifty thousand dollars (\$50,000) per day of violation, by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16, 20, or 24 months or in a county jail for not more than one year, or by both the fine and imprisonment. Furthermore, if the violation results in, or significantly contributes to, an emergency, including a fire, to which the county or city is required to respond, the person shall also be assessed the full cost of the county or city emergency response, as well as the cost of cleaning up and disposing of the hazardous materials.

- (b) Notwithstanding subdivision (a), a person who knowingly fails to report, pursuant to Section 25507, an oil spill occurring in waters of the state, other than marine waters, shall, upon conviction, be punished by a fine of not more than fifty thousand dollars (\$50,000), by imprisonment in the county jail for not more than one year, or by both that fine and imprisonment.
- (c) Notwithstanding subdivision (a), a person who knowingly makes a false or misleading report on an oil spill occurring in waters of the state, other than marine waters, shall, upon conviction, be punished by a fine of not more than fifty thousand dollars (\$50,000), by imprisonment in the county jail for not more than one year, or by both that fine and imprisonment.





(d) This section does not preclude prosecution or sentencing under other provisions of law.



State Laws & Regulations: <u>HSC 25515</u>

i. <u>Enforcement – Impediment</u>

HSC 25515.1. Any person who willfully prevents, interferes with, or attempts to impede the enforcement of this chapter by any authorized representative of an administering agency is, upon conviction, guilty of a misdemeanor.



State Laws & Regulations: <u>HSC 25515.1</u>

j. Enforcement – Injunctions / Court Orders

HSC 25516. When the administering agency determines that a business has engaged in, is engaged in, or is about to engage in any acts or practices which constitute or will constitute a violation of this chapter or any regulation or order promulgated thereunder, and when requested by the administering agency, the city attorney of the city or the district attorney of the county in which those acts or practices have occurred, are occurring, or will occur shall make application to the superior court for an order enjoining the acts or practices or for an order directing compliance, and, upon a showing that the person or business has engaged in, is engaged in, or is about to engage in the acts or practices, a permanent or temporary injunction, restraining order, or other appropriate order may be granted. This section does not prohibit a city attorney or district attorney from seeking the same relief upon the city attorney's or district attorney's own motion.



State Laws & Regulations: <u>HSC 25516</u>

k. Enforcement – Authority to Bring an Action

HSC 25516.1. Every civil action brought under this chapter shall be brought by the city attorney, district attorney, or Attorney General in the name of the people of the State of California, and any actions relating to the same violation may be joined or consolidated.



State Laws & Regulations: <u>HSC 25516.1</u>





I. Enforcement - Injunction / Court Orders Non-Allege / Prove

- (1) An application shall be signed by the informant and presented to the administering agency or the state within 60 days after a final judgment has been entered or the period for an appeal of a judgment has expired.
- (2) The determination by the district attorney or city attorney or Attorney General as to whether the information provided by the applicant materially contributed to the imposition of a judgment under Sections 25514 or 25515 shall be final.
- (3) The administering agency or the state shall notify the applicant in writing of its decision to grant or deny a reward within a reasonable time period following the filing of an application.
- (4) Approved reward claims shall be paid by the administering agency or the state within 30 days of the collection and deposit of the penalties specified in subdivisions (a) and (b).
- (h) The names of reward applicants or informants shall not be disclosed by the administering agency or the state unless the names are otherwise publicly disclosed as part of a judicial proceeding.
- (i) Notwithstanding any other provision of this section, rewards paid by the state shall only be paid after appropriation by the Legislature.



State Laws & Regulations:

HSC 25517

n. Intent

HSC 25518. This chapter shall be construed liberally so as to accomplish the intent of the Legislature in protecting the public health and safety and the environment.



State Laws & Regulations:

HSC 25518





Section 2

Regulatory Requirements for Hazardous Material Spill/Release Reporting

1. Excerpts from California Code of Regulations, Title 19, Division 2, Chapter 4, Sections 2620, 2650, 2701-2705

a. Definitions

Title 19, 2620. "Control" means any actions necessary to stop, prevent, abate, or mitigate a release or threatened release thereby ensuring the elimination of a condition of substantial probability of harm to human health and safety, property, or the environment.

Note: Authority cited: Section 25520, Health and Safety Code. Reference: Sections 25503(b)(5), 25507 and 25520, Health and Safety Code.

Title 19, 2650. "Person" means any employee, authorized representative, agent or designee of a handler.

Note: Authority cited: Section 25520, Health and Safety Code. Reference: Sections 25507, 25515 and 25520, Health and Safety Code.



Federal Laws & Regulations: <u>Title 19 § 2620</u>

<u>Title 19 § 2650</u>

b. Reporting Requirements

Title 19, 2701. The provisions of this subchapter shall not, in any way, preempt more restrictive reporting requirements pursuant to other local, state, or federal ordinances, statutes, or regulations.

Pursuant to Section 23112.5 of the Vehicle Code, reporting of on-highway releases shall be made to the Department of the California Highway Patrol.

Note: Authority cited: Section 25520, Health and Safety Code. Reference: Section 25520, Health and Safety Code.

Title 19, 2703. (a) A person shall provide an immediate, verbal report of any release or threatened release of a hazardous material to the administering agency and the California Emergency Management Agency* as soon as:

- (1) a person has knowledge of the release or threatened release;
- (2) notification can be provided without impeding immediate control of the release or threatened release:
- (3) notification can be provided without impeding immediate emergency medical measures.
- (b) The immediate reporting pursuant to subsection (a) of this section shall include, as a minimum:
 - (1) the exact location of the release or threatened release;





- (2) the name of the person reporting the release or threatened release;
- (3) the hazardous materials involved in the release or threatened release;
- (4) an estimate of the quantity of hazardous materials involved; and
- (5) if known, the potential hazards presented by the hazardous material involved in the release or threatened release;
- (c) The immediate reporting pursuant to subsection (a) of this section shall not be required if there is a reasonable belief that the release or threatened release poses no significant present or potential hazard to human health and safety, property, or the environment.
- (d) Immediate reporting pursuant to subsection (a) of this section shall be made to the California Emergency Management Agency, at telephone number (916) 845-8911 or (800) 852-7550, and to the local administering agency. The administering agency may designate a call to the 911 emergency number as meeting the requirement to call the administering agency.
- (e) The notifications in subsection (d) shall constitute compliance with the requirements of subdivision (b) of section 11004 of title 42 of the United States Code (1989) regarding verbal notification of the State Emergency Planning Commission and the Local Emergency Planning Committee.
- * For additional guidance on notification procedures, consult the State of California Hazardous Material Incident Contingency Plan (HMICP).

Note: Authority: Section 8585, Government Code; and Sections 25503, 25503.1 and 25520, Health and Safety Code. Reference: Section 8585, Government Code; and Sections 25503(b)(4), 25503.1, 25507, 25518 and 25520, Health and Safety Code.

Title 19, 2705. (a) If required to submit a written emergency release follow-up notice pursuant to 42 U.S.C. section 11004(c) (1989), or as that section may be subsequently amended, a business shall prepare the written emergency release follow-up notice using the form specified in subsection (c) of this section.

- (b) A written emergency release follow-up notice prepared pursuant to subsection (a) shall be sent to the Chemical Emergency Planning and Response Commission (CEPRC) at 3650 Schriever Avenue, Mather, CA 95655. This written report shall be sent as soon as practicable following a release, but no later than 30 days from the date of the release.
- (c) The following reporting form (with instructions), the 'Emergency Release Follow-up Notice Reporting Form,' shall be used for filing the written emergency release follow-up notice required by subsection (a) of this section. This form may be reproduced, as needed.





EMERGENCY RELEASE FOLLOW-UP NOTICE REPORTING FORM

| _ | | BUSINESS NAME FACILITY EMERGENCY CONTACT PHONE NUMBER | | | |
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| В | | INCIDENT MO DAY YR TIME Cal EMA (Use 24hr Time) | | | |
| | | DATE NOTIFIED CONTROL NO | | | |
| | | INCIDENT ADDRESS LOCATION CITY / COMMUNITY COUNTY ZIP | | | |
| C | | | | | |
| | L | | | | |
| | | CHEMICAL OR TRADE NAME (print or type) | | | |
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| | | CHECK IF CHEMICAL IS LISTED IN 40 CFR355, APPENDIX A CHECK IF RELEASE REQUIRES NOTIFICATION UNDER 42 U.S.C § 9603(a) | | | |
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| F | | ACUTE OR IMMEDIATE (Explain) | | | |
| • | CHRONIC OR DELAYED (Explain) | | | | |
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| | Ξ | COLLEGE INDICATE CECTION (A.C.) AND TELL WITH COLLEGE OF A DESTINAL INFORMATION | | | |
| | | COMMENTS: INDICATE SECTION (A-G) AND ITEM WITH COMMENTS OR ADDITIONAL INFORMATION | | | |
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| 10.00 | | | | | |
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| | | CERTIFICATION: I hereby 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. | | | |
| T | | | | | |
| 2.5 | | REPORTING FACILITY REPRESENTATIVE (print or type) | | | |
| | | SIGNATURE OF REPORTING FACILITY REPRESENTATIVE DATE | | | |
| | | | | | |

Form 304 07/2011





EMERGENCY RELEASE FOLLOW-UP NOTICE

REPORTING FORM INSTRUCTIONS

(This form may be reproduced, as needed)

GENERAL INFORMATION:

Chapter 6.95 of Division 20 of the California Health and Safety Code requires that written emergency release follow-up notices prepared pursuant to 42 U.S.C. § 11004, be submitted using this reporting form. Non-permitted releases of reportable quantities of Extremely Hazardous Substances (listed in 40 CFR 355, appendix A) or of chemicals that require release reporting under section 103(a) of the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 [42 U.S.C. § 9603(a)] must be reported on the form, as soon as practicable, but no later than 30 days, following a release. The written follow-up report is required in addition to the verbal notification.

BASIC INSTRUCTIONS:

- The form, when filled out, reports follow-up information required by 42 U.S.C § 11004. Ensure that all information requested
 by the form is provided as completely as possible.
- · If the incident involves reportable releases of more than one chemical, prepare one report form for each chemical released.
- If the incident involves a series of separate releases of chemical(s) at different times, the releases should be reported on separate reporting forms.

SPECIFIC INSTRUCTIONS:

Block A: Enter the name of the business and the name and phone number of a contact person who can provide detailed facility information concerning the release.

Block B: Enter the date of the incident and the time that verbal notification was made to Cal EMA. The Cal EMA control number is provided to the caller by Cal EMA at the time verbal notification is made. Enter this control number in the space provided.

Block C: Provide information pertaining to the location where the release occurred. Include the street address, the city or community, the county and the zip code.

Block D: Provide information concerning the specific chemical that was released. Include the chemical or trade name and the Chemical Abstract Service (CAS) number. Check all categories that apply. Provide best available information on quantity, time and duration of the release.

Block E: Indicate all actions taken to respond to and contain the release as specified in 42 U.S.C. § 11004(c).

Block F: Check the categories that apply to the health effects that occurred or could result from the release. Provide an explanation or description of the effects in the space provided. Use Block H for additional comments/information if necessary to meet requirements specified in 42 U.S.C. § 11004(c).

Block G: Include information on the type of medical attention required for exposure to the chemical released. Indicate when and how this information was made available to individuals exposed and to medical personnel, if appropriate for the incident, as specified in 42 U.S.C. § 11004(c).





Block H: List any additional pertinent information.

Block I: Print or type the name of the facility representative submitting the report. Include the official signature and the date that the form was prepared.

MAIL THE COMPLETED REPORT TO:

State Emergency Response Commission (SERC)

Attn: Section 304 Reports

Hazardous Materials Section

3650 Schriever Avenue

Mather, CA 95655

NOTE: Authority cited: Sections 25503, 25503.1 and 25507.1, Health and Safety Code. Reference: Sections 25503(b)(4), 25503.1, 25507.1, 25518 and 25520, Health and Safety Code.



| State Laws & Regulations: | Title 19 § 2701 | |
|---------------------------|-----------------|--|
| | Title 19 § 2703 | |
| | Title 19 § 2705 | |





Who do I do if I have further questions?



Contact your local **CUPA** or **AA**.



If you have any questions regarding the CalARP Program, please call the Cal EMA Hazardous Materials Section @ (916) 845-8768



Additional Resources can be found on the Internet at the following locations:

www.calema.ca.gov
(California Emergency Management Agency)

www.calcupa.net
(California Certified Unified Program Agencies)

www.epa.gov
(Environmental Protection Agency)