

Instructions for Completing the CalARP Registration Form

GENERAL INFORMATION

This registration form is to be completed by an owner or operator of a stationary source that handles one or more regulated substances in a process in excess of the threshold quantities (see attached tables). To complete this form, the registrant should refer to the CalARP regulations located in the California Code of Regulations (CCR) Title 19, Division 2, Chapter 4.5, §2735.1 - 2785.1. Additional information can be found on the Governor's Office of Emergency Service's (OES) internet home page at <http://www.oes.ca.gov>. For more information regarding CUPA requirements for CalARP please call (760) 768-7107.

DEFINITIONS

The following definitions of specific terms from CCR Title 19 are included to assist the registrant in completing this form:

"Owner or Operator" means any person who owns, leases, operates, controls, or supervises a stationary source.

"Process" means any activity involving a regulated substance including any use, storage, manufacturing, handling, or on-site movement of such substances, or combination of these activities. For the purposes of this definition, any group of vessels that are interconnected, or separate vessels that are located such that a regulated substance could be involved in a potential release, shall be considered a single process.

"Regulated Substance" means any substance, unless otherwise indicated, listed in Section 2770.5 of this chapter.

"Stationary Source" means any buildings, structures, equipment, installations, or substance emitting stationary activities which belong to the same industrial group, which are located on one or more contiguous properties, which are under the control of the same person (or persons under common control), and from which an accidental release may occur. The term stationary source does not apply to transportation, including storage incident to transportation, of any regulated substance or any other extremely hazardous substance under the provisions of this chapter. A stationary source includes transportation containers used for storage not incident to transportation and transportation containers connected to equipment at a stationary source for loading or unloading. Transportation includes, but is not limited to transportation subject to oversight or regulation under Part 192, 193, or 195 of Title 49 of CFR or a state natural gas or hazardous liquid program for which the state has in effect a certification to DOT under Section 60105 of Title 49 of USC. A stationary source does not include naturally occurring hydrocarbon reservoirs. Properties shall not be considered contiguous solely because of a railroad or pipeline right-of-way.

"Threshold Quantity" means the quantity specified for a regulated substance pursuant to Section 2770.5 and determined to be present at a stationary source as specified in Section 2770.2 of this chapter.

FORM INSTRUCTIONS

Please indicate the page number and the number of pages to be submitted in the upper right corner of each completed form. If you require additional pages for additional regulated substances, you may copy this form as necessary.

2200. Indicate if this is a new registration or a registration update by checking the appropriate box.
2201. If this submission is to update a previously submitted registration indicate the type of update as follows:
- Check "ADD" if a regulated substance is being added.
 - Check "DELETE" if a regulated substance is being deleted.
 - Check "REVISE" if any other information is being modified.
1. Enter your Facility ID Number, if known. Otherwise, leave blank. This number is assigned by the CUPA and is the last 6 digits of the facility's establishment number (which appears on the CUPA permit.)

INSTRUCTIONS

I. Facility /Stationary Source Information

2203. Enter name of Stationary Source, as it appears on the facility's business emergency/contingency plan.
- 2205- Enter the physical address (no PO Boxes) for the site on which the covered process is located. It should
2206. be the same address as the location address on business emergency/contingency plan.

II. Owner Operator Identification

- 2207- Enter the name, phone number, and mailing address of the individual that best meets the owner or operator definition above.
2212.

III. Regulated Substances List

- A. Provide the chemical name, the percent by weight, the maximum quantity, and the Chemical Abstract Service (CAS) number for each regulated substance held above the threshold quantity in a single covered process. If the regulated substance is handled in more than one process, list each separately. Note that the maximum quantity is the amount in pounds of the regulated substance, corrected for percent by weight concentration.
- B. Use Section B only for Mixtures. Include those solutions that contain regulated substances, whether the balance is impurities, water, or they are mixed with other hazardous components including other regulated substances.
- Notes. Describe here any conversions or calculations in determining the process maximum, any considerations for determining that processes are separate, or any other explanation of the information provided on this CalARP Registration Form

IV. Certification

Read the certification statement and provide the owner/operator information and date when executed.