



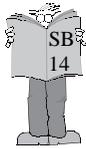
POLLUTION PREVENTION PLANNING

A CITIZEN'S GUIDE TO THE HAZARDOUS WASTE SOURCE REDUCTION AND MANAGEMENT REVIEW ACT (SB 14)



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categories of businesses by Standard Industrial Classification (SIC) code every two years for a focused call-in. DTSC document reviews identify successful source reduction approaches employed by particular business types. Through publications such as reports, case studies, and fact sheets DTSC shares this information with businesses that have similar operations. To obtain a list of these publications please call (916) 322-3670. Most of these publications are free.



Can the public examine SB 14 documents?

Yes. The law's authors recognized the importance of informed community involvement. There might be several reasons why individuals or community organizations might want to examine SB 14 documents. Citizen awareness about the activities and commitment of local businesses can promote pollution prevention by influencing the resources that businesses allocate to SB 14 planning. Individuals, public interest groups, or other local organizations may want to identify which companies are making a good faith effort to reduce pollution in their community.

SB 14's regulations require that businesses make their source reduction planning documents "available locally for public review". Most businesses make documents available for review at their local sites; however, business can fulfill

this requirement by making document copies for libraries or local public agencies that agree to act as repositories. The regulations which discuss document public availability requirements are listed in California Code of Regulations Title 22 section 67100.3. Members of the community can also request to see SB 14 documents that businesses have submitted to DTSC. To obtain access to the most recent SB 14 documents prepared by a facility, DTSC encourages interested individuals to approach businesses directly with requests. A telephone call to the person who prepares the facility environmental documents is a good approach for initial contact.



What if a business does not comply with a request for public access to SB 14 documents?

DTSC will enforce SB 14's public access provisions and can fine businesses that violate its provisions. If you have trouble obtaining access to documents you can contact the Office of Pollution Prevention and Technology Development at (916) 322-3670 for assistance.

Where can I get more information about Pollution Prevention?

For more information about SB 14 or other pollution prevention activities, contact DTSC's Office of Pollution Prevention and Technology Development at (916) 322-3670 to speak to DTSC staff, or (916) 327-4494 to send a fax.



What is pollution prevention?

Pollution Prevention means reducing or eliminating the production of wastes or unwanted byproducts at the source before the waste is generated. These wastes include air emissions, water discharges, and liquids and solids that must be managed through land disposal, treatment, or recycling. The term *source reduction* is sometimes used instead of pollution prevention; their meanings are the same. The California Hazardous Waste Source Reduction and Management Review Act of 1989, Senate Bill (SB) 14 requires certain hazardous waste generators to prepare written evaluations of source reduction options.



What is hazardous waste?

Hazardous wastes are unwanted liquid or solid byproducts considered harmful to our health or the environment, if not properly managed. Companies can produce hazardous wastes from production or maintenance activities. Hazardous wastes are classified according to the characteristics which cause the waste to be considered hazardous such as toxicity (poisonous), corrosivity (can burn the skin), ignitability (will easily catch fire) or reactivity (potential for explosion).



Who regulates hazardous waste in California?

The Department of Toxic Substances Control (DTSC) is California's lead agency for regulating the storage, treatment, and disposal of hazardous waste. DTSC also assesses the threat posed by contaminated sites and oversees clean-up activities at hazardous waste contaminated properties. DTSC is often assisted in its regulatory work by other agencies such as the Air Resources Board, local Air Quality Management Districts, the Water Resources Control Board, and local health and fire departments.



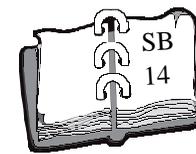
What does the Hazardous Waste Source Reduction and Management Review Act require?

SB 14 requires companies to prepare a Source Reduction Plan (Plan). The Plan must identify and evaluate source reduction measures that can reduce or eliminate the quantities or hazardous characteristics of major hazardous waste streams routinely produced at their facilities. The Plan covers a four year period. Small businesses may use DTSC's Compliance Checklist (Checklist) as a substitute for a detailed source reduction Plan. The Checklist helps to identify basic source reduction measures that are appropriate for small businesses. The Checklist may be obtained by contacting DTSC (see "Where can I get more information about Pollution Prevention" on the

last page of this guide).

Source reduction activities are often cost effective alternatives to generating waste. Waste management costs and future liability concerns mean that firms must spend money for insurance, storage, transport, disposal, and regulatory reporting. SB 14 provides hazardous waste generators with the opportunity to determine what source reduction measures are cost effective given the uniqueness of their individual operations. On that basis, good business sense motivates initiation of source reduction practices (not government regulations).

SB 14 also requires generators to prepare a second document called a Management Performance Report (Report). This Report describes how waste was, and is, managed at the facility. It also discusses factors which have affected waste generation during the past four years such as implementing source reduction measures, increasing or decreasing production, or reclassifying waste streams.



What information is contained in SB 14 documents?

SB 14 Plans list the types and quantities of hazardous waste routinely generated at the business site and describe the nature of the business activity and the sources which generate major waste streams. Generators focus on their

major waste streams; those that exceed five percent of the total weight of routinely generated hazardous waste.

The business identifies potential source reduction measures and discusses the criteria used to evaluate each measure. The company also discusses the reasons why certain measures were not chosen and includes a schedule showing when chosen measures will be implemented. Lastly, generators list a four year source reduction target. This goal provides a challenge to become more efficient by reinforcing the company's intent to continuously improve its operations.

The Report document lists the types and quantities of hazardous wastes generated according the way the waste is managed by telling whether it is recycled, sent for disposal, or treated (including incineration), or discharged to a wastewater treatment plant. It must also discuss the factors which have affected waste generation and waste management practices since the previous source reduction Plan was developed.



What does DTSC do with SB 14 documents?

DTSC's Office of Pollution Prevention requests that selected businesses send in their documents so that they may be examined for completeness and technical information. SB 14 requires DTSC to select at least two