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Title 22@ Social Security

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Division 4.5@ Environmental Health Standards for the Management of Hazardous Waste

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Chapter 45@ Requirements for Units and Facilities Deemed to Have a Permit by Rule

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Article 5@ Requirements Applicable to the Operation of K-12 Schools Hazardous Waste Collection, Consolidation, and Accumulation Facilities (SHWCCAF) Deemed to Have a Permit by Rule

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Section 67450.45@ Recordkeeping Requirements

## **67450.45 Recordkeeping Requirements**

### **(a)**

The owner or operator of a SHWCCAF deemed to have a permit by rule shall maintain at the facility an operating record consisting of the following documents and the items specified in section 67450.44(a)(4). (1) A continuous hazardous waste inventory and facility operating log of the hazardous wastes accepted, generated, stored, or consolidated at the facility, along with hazardous wastes transported from the facility. (2) A list of the specific personnel designated by the SHWCCAF owner or operator to operate the SHWCCAF, transport contributing school wastes to the SHWCCAF, or accept waste at the SHWCCAF. (3) A written inspection schedule, in accordance with section 66265.15(b). (4) Personnel training documents, in accordance with section 66265.16(d). (5) A contingency plan, in accordance with section 66265.53(a). (6) A copy of the most recent notification submitted as required by sections 67450.43(b), (c) and (f) and a copy of the most recent acknowledgment received from the Department, CUPA or authorized agency pursuant to sections 67450.43(e) and (g). (7) Copies of any local land use permits or other permits that may be necessary for the operation of the facility, and documentation that the operation of the SHWCCAF is consistent with local land use zoning or land use patterns. (8) A copy of the closure plan required by section 67450.48(c). (9) A copy of documents related to the environmental investigation and any cleanup, abatement or other necessary

remedial action taken in response to a release of hazardous waste at the SHWCCAF. (10) Documentation of any convictions, judgments, settlements, or orders resulting from any action by any local, State, or federal environmental or public health enforcement agency concerning the operation of the facility within the last three years, as the documents would be available under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Part 1 of Division 7 of Title 1 of the Government Code) and the Information Practices Act of 1977 (Chapter 1 (commencing with Section 1798) of Title 1.8 of Part 4 of the Civil Code).

**(1)**

A continuous hazardous waste inventory and facility operating log of the hazardous wastes accepted, generated, stored, or consolidated at the facility, along with hazardous wastes transported from the facility.

**(2)**

A list of the specific personnel designated by the SHWCCAF owner or operator to operate the SHWCCAF, transport contributing school wastes to the SHWCCAF, or accept waste at the SHWCCAF.

**(3)**

A written inspection schedule, in accordance with section 66265.15(b).

**(4)**

Personnel training documents, in accordance with section 66265.16(d).

**(5)**

A contingency plan, in accordance with section 66265.53(a).

**(6)**

A copy of the most recent notification submitted as required by sections 67450.43(b), (c) and (f) and a copy of the most recent acknowledgment received from the

Department, CUPA or authorized agency pursuant to sections 67450.43(e) and (g).

**(7)**

Copies of any local land use permits or other permits that may be necessary for the operation of the facility, and documentation that the operation of the SHWCCAF is consistent with local land use zoning or land use patterns.

**(8)**

A copy of the closure plan required by section 67450.48(c).

**(9)**

A copy of documents related to the environmental investigation and any cleanup, abatement or other necessary remedial action taken in response to a release of hazardous waste at the SHWCCAF.

**(10)**

Documentation of any convictions, judgments, settlements, or orders resulting from any action by any local, State, or federal environmental or public health enforcement agency concerning the operation of the facility within the last three years, as the documents would be available under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Part 1 of Division 7 of Title 1 of the Government Code) and the Information Practices Act of 1977 (Chapter 1 (commencing with Section 1798) of Title 1.8 of Part 4 of the Civil Code).

**(b)**

The owner or operator shall make the documents specified in subsection (a) available upon demand at the facility to any representative of the Department, the CUPA or authorized agency. A copy of these documents shall also be delivered in person or by certified mail with return receipt requested to the Department, CUPA or authorized agency when requested in writing by the Department, CUPA or authorized agency. The request from the Department, CUPA or authorized

agency shall specify the documents which are required, where and how to submit the required documents, and the date by which the documents shall be submitted.

**(c)**

The owner or operator of a SHWCCAF shall keep all records required by this section for a minimum period of three years. The record retention period is automatically extended during the course of any unresolved enforcement action regarding the regulated activity or as requested by the Department, CUPA, or authorized agency.