SAN JOAQUIN COUNTY
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**Environmental Health Department**

# California Accidental Release Prevention (CalARP) Program
# State Risk Management Plan (RMP) Review Checklist

Facility Name and Address: _____ Review Date: _____

Program and Process: _____

| RMP ELEMENT | REFERENCE | COMPLIANCE | | | COMMENTS |
|---|---|---|---|---|---|
| | | Complete | Incomplete | Exempt/NA | |
| **General** | **Article 1** | | | | |
| Applicability | 2735.4 | ☐ | ☐ | ☐ | |
| General Requirements | 2735.5 | ☐ | ☐ | ☐ | |
| CalARP Program Management System | 2735.6 | ☐ | ☐ | ☐ | |
| Emergency Information Access | 2735.7 | ☐ | ☐ | ☐ | |
| **Registration** | **Article 2** | | | | |
| Registration | 2740.1 | ☐ | ☐ | ☐ | |
| **RMP Components and Submission Requirements** | **Article 3** | | | | |
| Submission | 2745.1 | ☐ | ☐ | ☐ | |
| Review Process | 2745.2 | ☐ | ☐ | ☐ | |
| Executive Summary Component | 2745.3 | ☐ | ☐ | ☐ | |
| Accidental Release Prevention & Emergency Response Policies | 2745.3(a) | ☐ | ☐ | ☐ | |
| Stationary Source & Regulated Substances Handled | 2745.3(b) | ☐ | ☐ | ☐ | |
| General Accident Release Prevention Program and Chemical-Specific Prevention Steps | 2745.3(c) | ☐ | ☐ | ☐ | |
| Five-Year Accident History | 2745.3(d) | ☐ | ☐ | ☐ | |
| Emergency Response Program | 2745.3(e) | ☐ | ☐ | ☐ | |
| Planned Changes to Improve Safety | 2745.3(f) | ☐ | ☐ | ☐ | |

| RMP ELEMENT | REFERENCE | COMPLIANCE | | | COMMENTS |
|---|---|---|---|---|---|
| | | Complete | Incomplete | Exempt/NA | |
| Offsite Consequence Analysis Component | 2745.4 | ☐ | ☐ | ☐ | |
| Five-Year Accident History Component | 2745.5 | ☐ | ☐ | ☐ | |
| Program 2 Prevention Program Component | 2745.6 | ☐ | ☐ | ☐ | |
| Program 3 Prevention Program Component | 2745.7 | ☐ | ☐ | ☐ | |
| Emergency Response Program Component | 2745.8 | ☐ | ☐ | ☐ | |
| Certification | 2745.9 | ☐ | ☐ | ☐ | |
| Updates/Corrections | 2745.10/10.5 | ☐ | ☐ | ☐ | |
| Covered Process Modification | 2745.11 | ☐ | ☐ | ☐ | |
| Certificate of Occupancy | 2745.12 | ☐ | ☐ | ☐ | |
| **Hazard Assessment** | **Article 4** | | | | |
| Offsite Consequence Analysis Parameters | 2750.2 | ☐ | ☐ | ☐ | |
| Worst-Case Release Scenario Analysis | 2750.3 | ☐ | ☐ | ☐ | |
| Alternative Release Scenario Analysis | 2750.4 | ☐ | ☐ | ☐ | |
| Defining Offsite Impacts to the Population | 2750.5 | ☐ | ☐ | ☐ | |
| Defining Offsite Impacts to the Environment | 2750.6 | ☐ | ☐ | ☐ | |
| Offsite Consequence Analysis Review & Update | 2750.7 | ☐ | ☐ | ☐ | |
| Offsite Consequence Analysis Documentation | 2750.8 | ☐ | ☐ | ☐ | |
| **Hazard Assessment** | **Article 4** | | | | |
| Five-Year Accident History | 2750.9 | ☐ | ☐ | ☐ | |
| **Program 2 Prevention Program** | **Article 5** | | | | |
| Safety Information | 2755.1 | ☐ | ☐ | ☐ | |
| Hazard Review | 2755.2 | ☐ | ☐ | ☐ | |
| Operating Procedures | 2755.3 | ☐ | ☐ | ☐ | |
| Training | 2755.4 | ☐ | ☐ | ☐ | |
| Maintenance | 2755.5 | ☐ | ☐ | ☐ | |
| Compliance Audits | 2755.6 | ☐ | ☐ | ☐ | |
| Incident Investigation | 2755.7 | ☐ | ☐ | ☐ | |
| **Program 3 Prevention Program** | **Article 6** | | | | |
| Process Safety Information | 2760.1 | ☐ | ☐ | ☐ | |

| RMP ELEMENT | REFERENCE | COMPLIANCE | | | COMMENTS |
|---|---|---|---|---|---|
| | | Complete | Incomplete | Exempt/NA | |
| Process Hazard Analysis | 2760.2 | ☐ | ☐ | ☐ | |
| Operating Procedures | 2760.3 | ☐ | ☐ | ☐ | |
| Training | 2760.4 | ☐ | ☐ | ☐ | |
| Mechanical Integrity | 2760.5 | ☐ | ☐ | ☐ | |
| Management of Change | 2760.6 | ☐ | ☐ | ☐ | |
| Pre-Startup Review | 2760.7 | ☐ | ☐ | ☐ | |
| Compliance Audits | 2760.8 | ☐ | ☐ | ☐ | |
| Incident Investigation | 2760.9 | ☐ | ☐ | ☐ | |
| Employee Participation | 2760.10 | ☐ | ☐ | ☐ | |
| Hot Work Permit | 2760.11 | ☐ | ☐ | ☐ | |
| Contractors | 2760.12 | ☐ | ☐ | ☐ | |
| **Emergency Response Program** | **Article 7** | | | | |
| Applicability | 2765.1 | ☐ | ☐ | ☐ | |
| Emergency Response Program | 2765.2 | ☐ | ☐ | ☐ | |
| **Regulated Substances for ARP** | **Article 8** | | | | |
| Threshold Determination | 2770.2 | ☐ | ☐ | ☐ | |
| Exemptions | 2770.4 | ☐ | ☐ | ☐ | |
| **Other Requirements** | **Article 9** | | | | |
| Recordkeeping | 2775.1 | ☐ | ☐ | ☐ | |
| Audits | 2775.2 | ☐ | ☐ | ☐ | |
| Inspections | 2775.3 | ☐ | ☐ | ☐ | |
| Enforcement | 2775.4 | ☐ | ☐ | ☐ | |
| Availability of Information to the Public | 2775.5 | ☐ | ☐ | ☐ | |
| Permit Content and Air Permitting Authority or Cal OES Requirements | 2775.6 | ☐ | ☐ | ☐ | |
| **Local Program Evaluation** | **Article 10** | | | | |
| Dispute Resolution | 2780.1 | ☐ | ☐ | ☐ | |
| **CA Health and Safety Code, Chap. 6.95** | **Article 2** | | | | |
| Certification/Corrections | 25535(a) | ☐ | ☐ | ☐ | |

**Review & Audit Summary**

General Review of Document
The RMP was received for compliance with the 5-year resubmission requirement on: _____

1. Document Review Checklist
   The RMP received by SJC EHD was reviewed and found to be complete/incomplete.

   The attached RMP Document Review Checklist is a copy for your records. The checklist is the official document for determining the completeness of the RMP submitted by your facility per the CA Code of Regulations (CCR), Title 19 and the CA Health and Safety Code (HSC), Chapter 6.95. For an incomplete RMP, refer to the comment section of the checklist for the requirements. All the incomplete sections will be checked incomplete in the compliance section of the checklist.

   According to the CCR, Section 2745.2(c) the RMP document will be advertised for a formal public review period of 45 days within 15 days of the date of receiving the complete RMP review checklist. A copy of the RMP will be held at the San Joaquin County Environmental Health Department located at 1868 E. Hazelton Ave., Stockton, CA 95205.

2. Review Summary

   **NOTICE TO CORRECT THE RMP**

   The following deficiencies were noted in the review of the RMP elements for completeness: _____
   Note: All of the other RMP elements which are not required to be submitted for review, but need to be developed and implemented for the RMP, were checked as "complete" and will be reviewed at the facility during the evaluation review inspection. See item #3 below.

3. Evaluation Review
   According to the CCR, Section 2745.2(d) an evaluation review will be conducted once the RMP is considered complete and at the end of the formal public review period. The evaluation review will include an onsite inspection and document review of records and data for the RMP program elements that have been developed and implemented. The evaluation review for program 1 or program 2 processes will be completed within 36 months and for program 3 processes completed within 24 months. The facility will be contacted to schedule the inspection within the required timeframe.

Reviewed By: _____ Review Date: _____