

Determining Unified Program Element Regulated Facility Count

Question: How to determine the number of regulated facilities by Unified Program Element?

Answer: Find the count of regulated facilities for a Unified Program element by using the appropriate search criteria indicated below.

<u>Program</u> Element	Search Criteria
HMRRP	Reporting Requirement for <u>submittal</u> element 'Hazardous Materials Inventory' is set to 'applicable' or 'always applicable'
UST	Reporting Requirement for <u>submittal</u> element 'Underground Storage Tanks' is set to 'applicable' or 'always applicable'
Haz Waste Generator	Business Activities question (field 9) set to 'YES' on the most recent 'Accepted' submittal in the selected date range. This is because there is no reporting requirement for this program element.
Haz Waste RCRA LQG	Business Activities question (field 14a) set to 'YES' on the most recent 'Accepted' submittal in the selected date range. This is because there is no reporting requirement for this program element.
Haz Waste Recycler	Reporting Requirement for <u>submittal</u> element 'Recyclable Materials Report' is set to 'applicable' or 'always applicable'
PBR, CA, CE	Reporting Requirement for <u>submittal</u> element 'Tiered Permitting' is set to 'applicable' or 'always applicable'
APSA	Reporting Requirement for <u>submittal</u> element 'Aboveground Petroleum Storage Tank Act' is set to 'applicable' or 'always applicable'
CalARP:	Reporting Requirement for <u>submittal</u> element 'California Accidental Release Program' is set to 'applicable' or 'always applicable'
Household Haz Waste	Business Activities question (field 14b) set to 'YES' on the most recent 'Accepted' submittal in the selected date range. This is because there is no reporting requirement for this program element.

1. For searches that rely on a **submittal** element use the Facility Search feature.
 - a. Select the appropriate submittal element as indicated above
 - b. Set the Reporting Requirement to 'Applicable + Always Applicable'
 - c. Leave the Last Submittal Date Range blank.

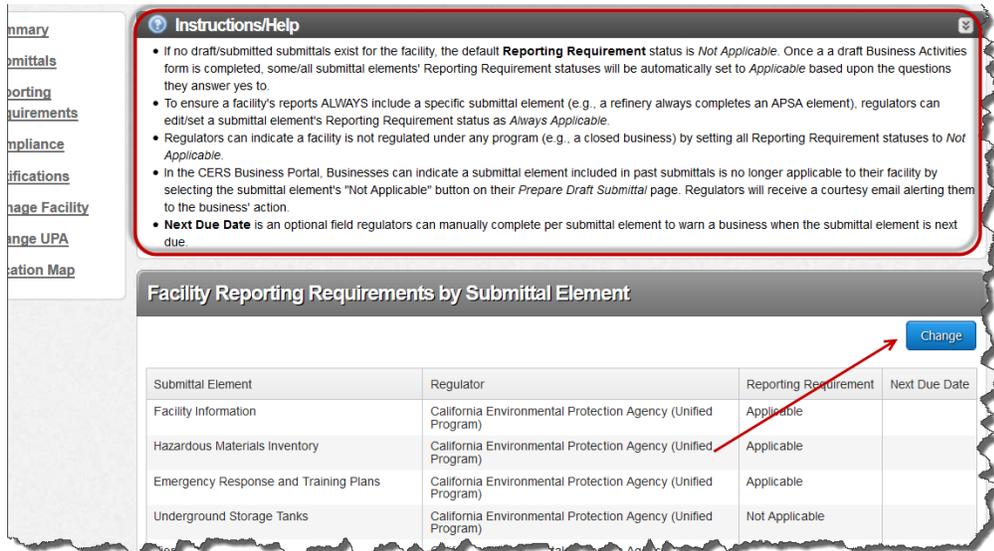
The screenshot shows the 'Facility Search' page in the CERS Regulator portal. The search criteria are as follows:

- Submittal Element:** --Any Submittal Element--
- Reporting Requirement:** Applicable + Always
- Last Submittal Date Range:** (Blank)

d. The results screen displays the number of regulated facilities for the selected UPA.



- e. Note that the UPA may change the facility reporting requirement at any time to include or exclude it from a program element.
- f. Using the Facility Search feature, find the facility
- g. Select the 'Reporting Requirements' link
- h. (It's always a good idea to review the instructions...)
- i. Select the 'Change' button
- j. Set the desired submittal element to the desired setting and select the 'Save Changes' button. Note that this may also be a good time to set the 'Next Due Date'.



Facility Reporting Requirements by Submittal Element

Reporting Requirement Due Date Apply To All Save Changes Cancel

Submittal Element	Regulator	Reporting Requirement	Next Due Date
Facility Information	California Environmental Protection Agency (Unified Program)	Applicable	
Hazardous Materials Inventory	California Environmental Protection Agency (Unified Program)	Applicable	
Emergency Response and Training Plans	California Environmental Protection Agency (Unified Program)	Applicable	
Underground Storage Tanks	California Environmental Protection Agency (Unified Program)	Not Applicable	
Tiered Permitting	California Environmental Protection Agency (Unified Program)	Not Applicable	
Recyclable Materials Report	California Environmental Protection Agency (Unified Program)	Not Applicable	
Remote Waste Consolidation Site Annual Notification	California Environmental Protection Agency (Unified Program)	Not Applicable	
Hazardous Waste Tank Closure Certification	California Environmental Protection Agency (Unified Program)	Not Applicable	
Aboveground Petroleum Storage Act	California Environmental Protection Agency (Unified Program)	Not Applicable	
California Accidental Release Program	California Environmental Protection Agency (Unified Program)	Not Applicable	

Save Changes Cancel

2. For a search that relies on a 'yes' response to a Business Activities question (Hazardous Waste Generator, Hazardous Waste LQG, and Household Hazardous Waste) use the Facility Search feature to find ALL regulated facilities in the UPA jurisdiction.
 - a. Set the Submittal Element to 'Facility Information'
 - b. Set the Reporting Requirement to 'Applicable and Always Applicable'
 - c. Leave the Last Submittal Date Range blank

CERS Regulator

Submittals Facilities Businesses Regulators Compliance Responders Reports

Facility Search

Home » Facility Search

Search

CERS ID

Facility Name

Submittal Element: Facility Information Reporting Requirement: Applicable + Always

Facility ID/Key

Facility Street Address

EPA ID Number

Last Submittal Date Range to

City ZIP Code

County: All Counties Regulator: -- All Regulators --

Limit To Remote Facilities Limit To Small Quantity Generators

Local Facility Grouping

Search

- d. The results page provides a list of all facilities within the selected jurisdiction that are required to submit at least the facility information submittal element.

* Non-Regulated

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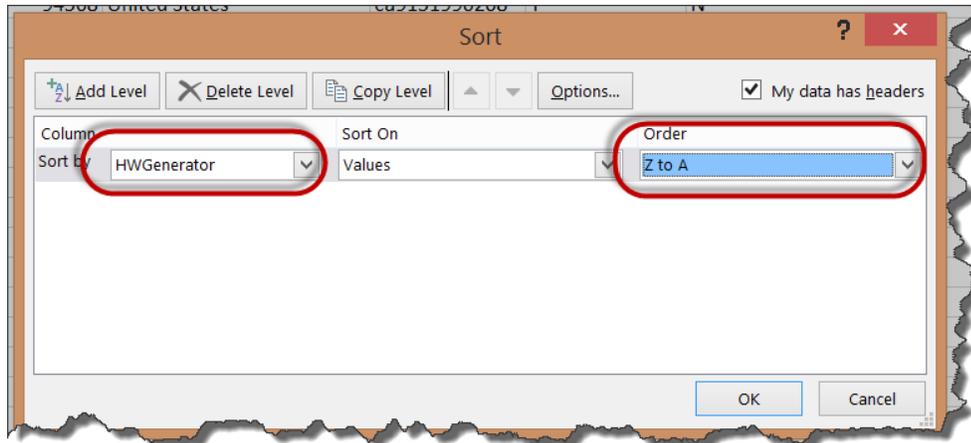
Export to Excel (Details) Export To Excel (Brief)

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3. Select the 'Export to Excel (Details)
4. Sort the table by the desired Program Element

- To sort, either remove the top two rows of the spreadsheet and select all of the table or highlight all of the table except rows one and two
- Select the appropriate sort parameter
- Set the order from Z to A
- Count the number of 'Y' responses, minus the number of header rows. This is your count of regulated facilities for the selected Unified Program Element

	CH	CI	CJ	CK	CN	CO	CP	CO
1			Activities					
2	8	9	10	11	14	14a	14b	16
3	OwnOrOperateAPST	HWGenerator	Recycle	OnsiteHWTreatment	HWTankClosure	RCRALargeQuantityGenerator	HHWCollection	Comment
4	N	N	N	N	N	N	N	
5	N	N	N	N	N	N	N	
6	N	Y	N	N	N	N	N	



	CG	CH	CI	CJ	CK	CN	CO
1	OwnOrOperateUST	OwnOrOperateAPST	HWGenerator	Recycle	OnsiteHWTreatment	HWTankClosure	RCRALargeQuantityGenerator
1225	N	N	Y	N	N	N	Y
1226	Y	N	Y	N	N	N	N
1227	N	N	Y	N	N	N	N
1228	N	N	Y	N	N	N	N
1229	N	N	Y	N	N	N	N
1230	N	N	N	N	N	N	N
1231	N	N	N	N	N	N	N
1232	N	N	N	N	N	N	N

- Note: If the resulting count is not correct, the facility will need to make a new submittal with the correct responses to the business activities questions.