

BUSINESS AND ORGANIZATIONS: ELECTRONIC SUBMITTALS

Submittals Through California Environmental
Reporting Systems (CERS)

Linda Ortiz, Office Assistant III

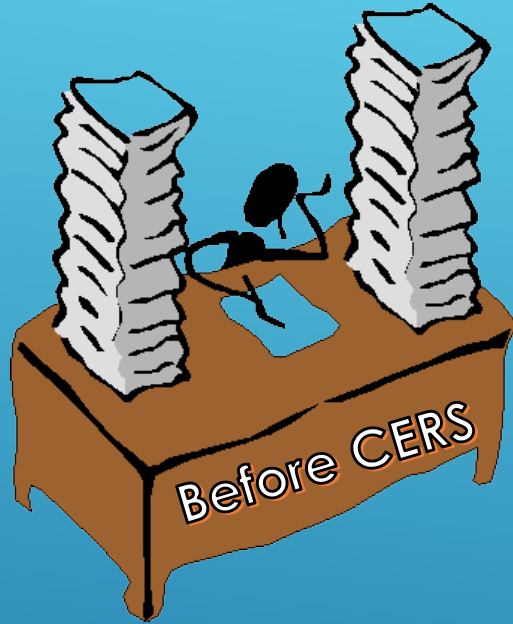


In 2008 a new state law required all Unified Program-regulated businesses and organizations to electronically submit their yearly submittals starting in 2013. In December 2011 Cal/EPA established a secure web site: California Environmental Reporting System, or CERS. Beginning with **2012**, businesses and organizations will be able to securely sign-in and use CERS to meet their ongoing Unified Program electronic reporting requirements. Upon processing submittals, the information will be processed and downloaded to EnvisionConnect.

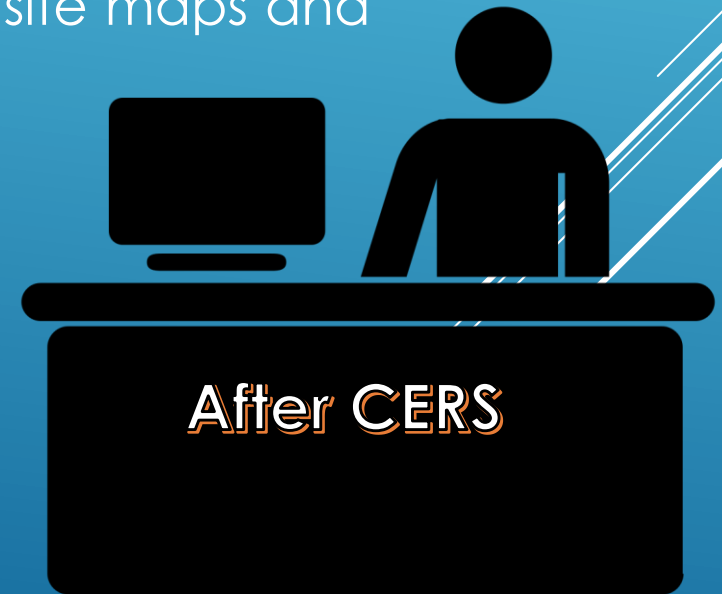
This includes businesses that:

- Handle or store **Hazardous Materials**
- Are part of the **California Accidental Release Prevention Program**
- Generate or treat **Hazardous Wastes**
- Generate or treat **Medical Waste**
- Store at least 1,320 gallons of **Aboveground Petroleum**
- Own or operate **Underground Storage Tanks**

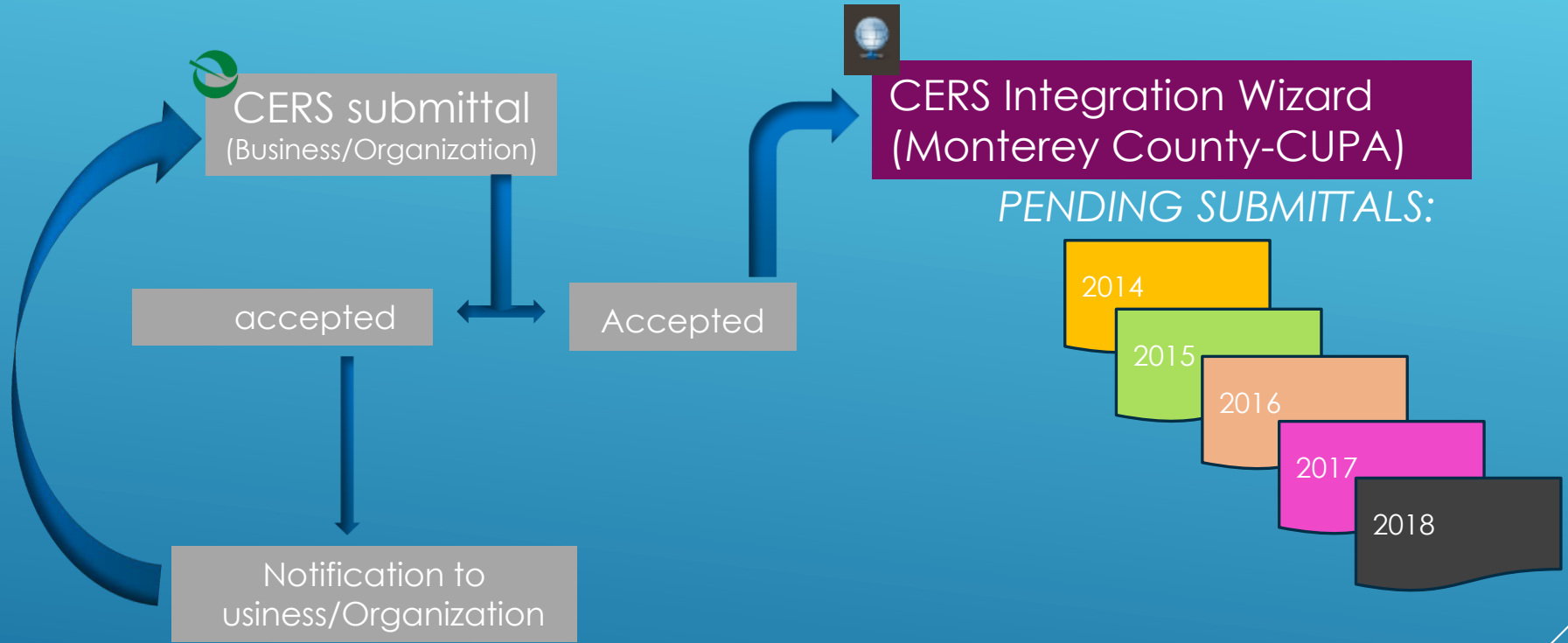




Convenient, relatively easy one-stop site to fully complete the reporting requirements. It reduces paperwork, automatically notifies CUPA of updates and allows emergency responders to electronically access hazardous materials inventories, site maps and after hours contact information.



Current Process



BUSINESS/ORGANIZATIONS REGISTERED:



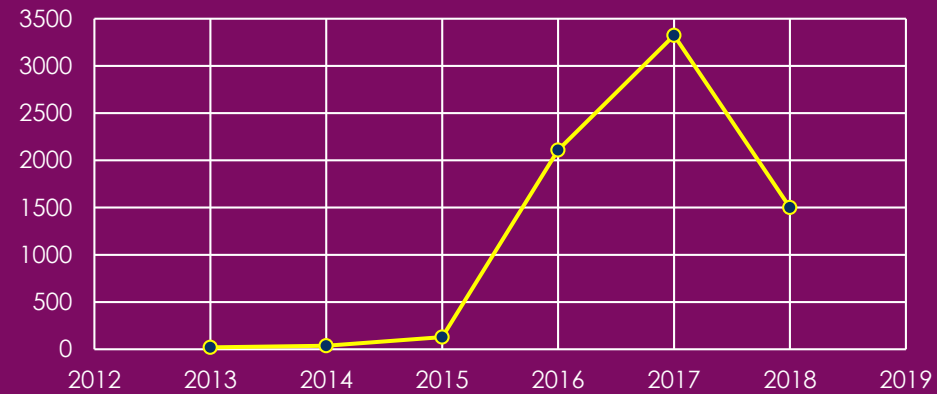
$$2,768 - 2,168 = 600$$



Duplication?
New Registration?
Closure?
Not Applicable?

CERS Integration Wizard: What is pending?

CERS Integration Wizard -Pending Submittals: Facility Information, Emergency Response and Training Plans, Underground Storage Tank, Above Petroleum Storage Tanks, Hazardous Materials Inventory





Solutions

Monterey County – Environmental Health –CUPA and Staff

- Train: CERS Integration Wizard. Submittals are pending from 2014 (old to new).
- Develop internal policies.
- Help Center: Designate Phone Number for assistance.
- Inspections- compare CERS vs EnvisionConnect.
- Team Effort: in order to process new or updates of programs.
- Education/Outreach to businesses.
- Process NEW registrations.
- Communication between stakeholders.
- Website information: FAQ's

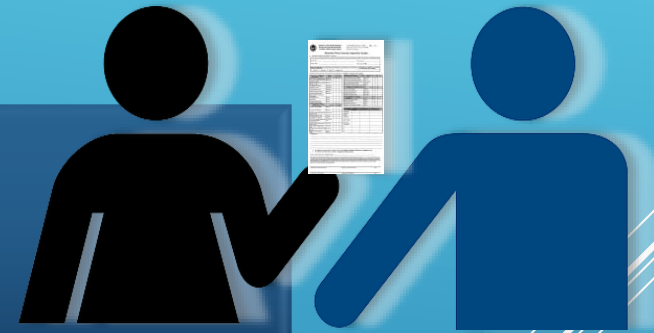




START PROCESSING SUBMITTAL



INSPECTOR: VERIFY



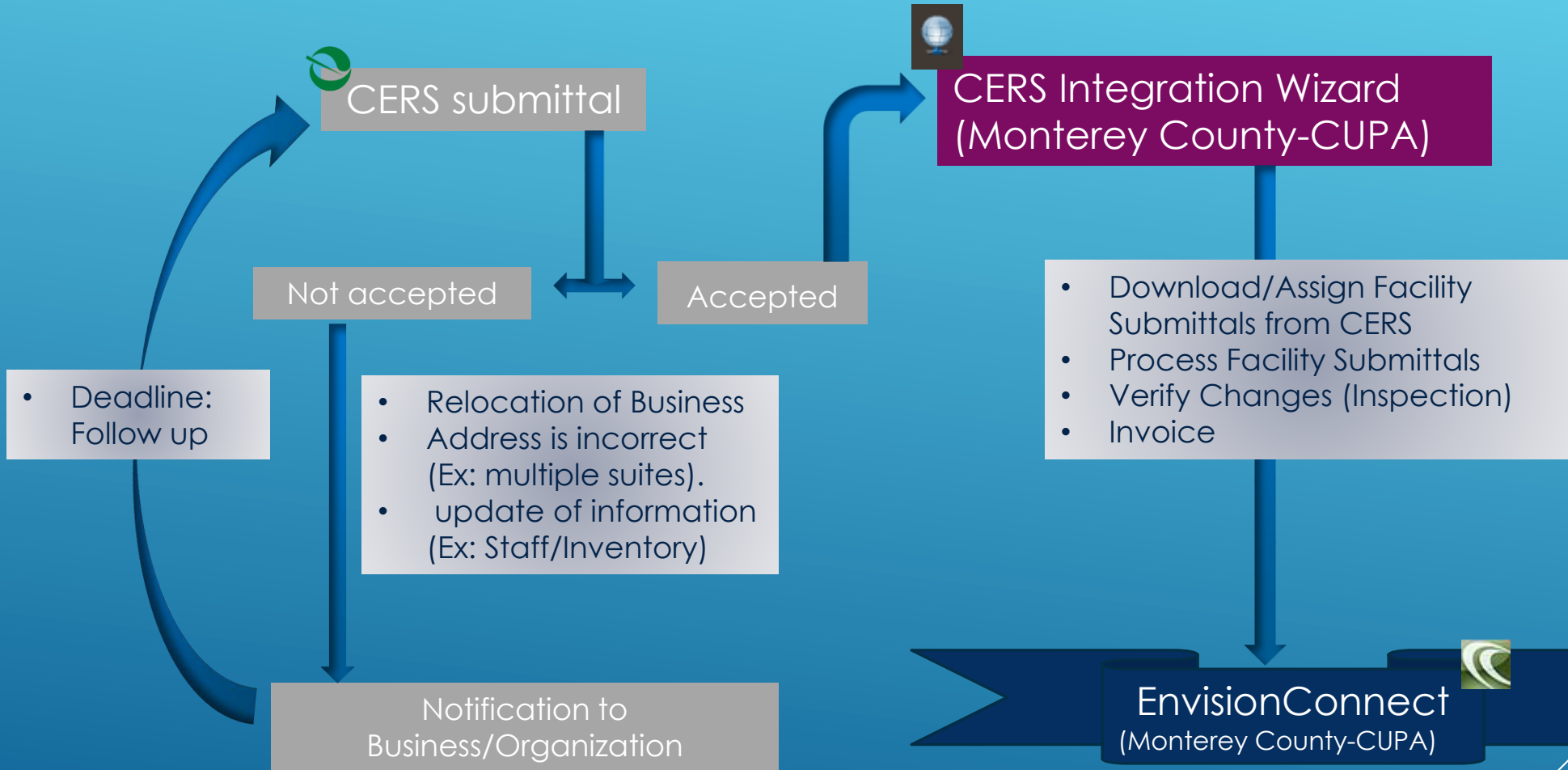
COMPLETE SUBMITTAL: CLOSE/OPEN A PROGRAM, INVOICE.

Business/Organizations

- Kiosk to complete their submittal.
- Bilingual Assistance.
- Proper Follow-Up to their submittal:
ex, e-mail (currently), phone call
and/or correspondence.
- Assistance upon request.



CERS Submittal



GOAL:



TRANSPARENCY

REGULATIONS