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CONTINGENCY PLAN  
AND  
EMERGENCY RESPONSE PROCEDURES

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## 1.0 REGULATORY REQUIREMENTS

As a generator of hazardous waste, Dublin Multilayer is subject to comply with the Contingency Planning requirements of Title 22, California Administrative Code, Chapter 30, Article 20.

### 1.1 COPIES OF THE CONTINGENCY PLAN

A copy of this Contingency Plan and all revisions must be:

- 1.1.1 Maintained on-site at Dublin Multilayer.
- 1.1.2 Submitted to all local police and fire departments, hospitals, and state and local emergency response teams which may be called upon to provide emergency services.

## 2.0 PURPOSE AND IMPLEMENTATION OF THIS CONTINGENCY PLAN

This contingency plan is designed to minimize hazards to human health or the environment from fires, explosions, or any sudden or non-sudden release of hazardous material or hazardous waste constituents into the air, soil, or water. The provisions of the Plan will be carried out immediately by Dublin Multilayer personnel.

When it has been determined that an emergency situation requires the implementation of this Plan, response shall be governed by the following priorities, in order of their importance:

- (1) Ensure human health and safety as the first concern.
- (2) Consider the environment, wildlife, and livestock.
- (3) Preserve and prevent damage to private and public property.
- (4) Preserve and protect company property.

All personnel shall be familiar with the procedures and equipment described in this Contingency Plan. In the event of an emergency at Dublin Multilayer, personnel will immediately notify one or more of the designated Emergency Coordinators.

**A COPY OF THIS CONTINGENCY PLAN AND ALL REVISIONS SHALL BE MAINTAINED ON-SITE AT ALL TIMES.**

3.0 EMERGENCY TELEPHONE NUMBERS

CITY OF DUBLIN / DUBLIN/SAN RAMON:

Police Department \_\_\_\_\_ 911  
Fire Department \_\_\_\_\_ 911

MEDICAL FACILITIES:

Valley Memorial Hospital \_\_\_\_\_ (415) 447-7000  
1111 E. Stanley Blvd., Livermore, CA 94550

Family Medical Center \_\_\_\_\_ (415) 829-5050  
9260 Alcosta Blvd., San Ramon, CA 94583

MAJOR CHEMICAL SPILL CLEAN-UP

HAZ/CONTROL \_\_\_\_\_ (408) 848-1470

DUBLIN / SAN RAMON SERVICES DISTRICT \_\_\_\_\_ (415) 828-0515

REGIONAL WATER QUALITY CONTROL BOARD \_\_\_\_\_ (415) 464-1255

BAY AREA AIR QUALITY MANAGEMENT DISTRICT \_\_\_\_\_ (415) 771-6000

CALIFORNIA DEPARTMENT OF HEALTH SERVICES (DOHS) \_\_\_\_\_ (415) 540-2043

STATE OFFICE OF EMERGENCY SERVICES \_\_\_\_\_ (800) 852-7550

NATIONAL EMERGENCY RESPONSE (CHEMTREC) \_\_\_\_\_ (800) 424-9300

NATIONAL SPILL RESPONSE (US COAST GUARD) \_\_\_\_\_ (800) 424-8802

EMERGENCY COORDINATORS:

John Chan (home) \_\_\_\_\_ (415) 529-2849  
(work) \_\_\_\_\_ (415) 829-1956

Shiva Dantu (home) \_\_\_\_\_ (415) 657-9574  
(work) \_\_\_\_\_ (415) 828-1956

#### 4.0 ARRANGEMENTS WITH LOCAL AUTHORITIES

This Contingency Plan has been filed with the DUBLIN/SAN RAMON SERVICES DISTRICT FIRE DEPT., the CITY OF DUBLIN POLICE DEPT. and also with the following medical facilities:

Valley Memorial Hospital  
&  
Family Medical Center

The Dublin/San Ramon Fire and Dublin Police Departments are available to respond to any incident which may require their assistance. The Fire Department can provide assistance in controlling fires involving flammable materials and wastes. The Police Department can provide assistance in isolating an affected area, controlling crowds, and evacuating downwind area residents.

#### 5.0 EMERGENCY PROCEDURES

##### 5.1 PROTOCOL

Upon discovery of an emergency situation, personnel should notify the Emergency Coordinator (EC). If neither the primary nor alternate Emergency Coordinators are available, facility personnel should, where necessary, activate the alarm, evacuate the premises, and notify the appropriate authorities.

##### 5.2 PERSONNEL TRAINING

All Dublin Multilayer personnel are to be and/or have been instructed annually on the provisions of this Contingency Plan. New employees are to be instructed as soon as possible after employment.

##### 5.3 EVACUATION PROCEDURES

- 5.3.1 The TELEPHONE P.A. SYSTEM will be used to signal personnel to begin evacuation.
- 5.3.2 The TELEPHONE P.A. SYSTEM will also alert personnel to any special instructions which they are to follow.
- 5.3.3 EVACUATION MAPS illustrating primary and secondary routes are posted throughout the facility.
- 5.3.4 A Facility Map indicating the designated Assembly Area/s is included with this Contingency Plan.

- 5.3.5 The Emergency Coordinator (EC) is responsible for implementing the Evacuation Procedures. If for any reason it is impossible to contact the primary or secondary EC's in an emergency situation, immediately contact your supervisor to initiate the appropriate actions. Should you be unable to contact your supervisor, you have the responsibility to make the Evacuation Announcement for all employees if, in your best judgement, such action is necessary to safeguard the well being of your fellow employees. Should you make the Evacuation Announcement, report as soon as possible to a supervisor/management person the reason for your action and the nature of the emergency.
- 5.3.6 When an Evacuation is announced, stop work immediately and proceed to the nearest emergency exit.
- 5.3.7 All employees must exit the facility and report to his/her designated Assembly Area. DO NOT RUN! Do not linger in entrance ways or driveways. Stay in your assigned area.
- 5.3.8 Each Area Supervisor is responsible for directing employees, contractors, visitors, etc., in his area through the proper exit to the designated Assembly Area.
- 5.3.9 Emergency Supervisors shall take a roll-call of personnel in each assigned Assembly Area. Supervisors shall then report to the Emergency Coordinator those persons in his/her Assembly Area.
- 5.3.10 The Emergency Coordinator will notify the Emergency Supervisors when it is safe to re-enter the building. The Emergency Supervisors shall then notify personnel within their respective Assembly Areas.
- 5.3.11 PRECAUTIONS FOR FACILITY PERSONNEL
- \* Keep calm. Think. Avoid panic and confusion.
  - \* Be familiar with all exit locations in your work area.
  - \* Do not lock office doors when vacating the building. The Emergency Coordinator and support personnel must have access to all areas to ensure that all employees and other personnel have evacuated from the facility.
  - \* Do not delay evacuation of the facility for any reason.
  - \* Do not assist in fire control unless properly trained and qualified.
  - \* Stay upwind during emergencies involving chemicals.
  - \* When evacuating the facility, walk to the nearest safe exit. Report to the Assembly Point and wait for instructions.

- \* Do not interfere with emergency operations.
- \* Do not reenter the facility until instructed to do so by either your Emergency Supervisor or the Emergency Coordinator.

#### 5.3.12 DRILLS

Evacuation procedures should be practiced at least twice per year in order to stay familiar with the alarm system, changes in facility floor plans, etc.

### 5.4 FIRE AND/OR EXPLOSION PROCEDURES

All employees who work with chemicals shall be familiar with the hazardous materials to which they are exposed. They shall know correct handling procedures, compatibilities, fire hazards, and proper use of equipment.

In the event of a fire or explosion, the following emergency procedures shall be implemented:

- 5.4.1 Immediately determine if you or anyone else is injured or is in immediate danger. Remove yourself and any injured persons from immediate danger and call for medical assistance.
- 5.4.2 Institute the EVACUATION PLAN.
- 5.4.3 Call the Fire Department, giving the name, address, and directions to the facility. Briefly describe the incident.
- 5.4.4 Post persons at facility entrances to direct emergency vehicles.
- 5.4.5 Institute, as necessary, shut-down procedures for
  - \* Chemical processes
  - \* Gas and water mains
  - \* Electricity
- 5.4.6 Know the locations of fire extinguishers and how to use them.

### 5.5 CHEMICAL SPILL PROCEDURES

- 5.5.1 Secure yourself from any immediate danger, and contact the Emergency Coordinator.
- 5.5.2 Check for any other possible human injuries. Administer first aid as necessary or call for whatever assistance is needed (911).
- 5.5.3 Check for potential environmental pollution damage (are chemicals running out of the secondary containment area? Out of the building? Into a storm drain? Into the sewer, untreated?)

- 5.5.4 If it is possible to contain the spill using equipment from the Emergency Equipment cart or locker without endangering yourself, do your best to do so. If there are drums lying on their sides, or leaking, determine if it is possible to set them upright or lay them so that they do not leak. If possible, try to dam, plug, or direct the flow of any liquid materials in such a manner as to minimize any environmental damage (for example, plug storm drains to prevent contamination). **REMEMBER, DO NOT DO ANYTHING WHICH MAY INJURE OR ENDANGER YOU!**
- 5.5.5 Contact the nearest local Emergency Response Authority. The nearest local authority will normally be the FIRE DEPARTMENT. However, it may also be necessary to contact the local POLICE DEPARTMENT; HIGHWAY PATROL; SHERIFF'S DEPARTMENT; or CAL-TRANS. Describe the accident; potential and immediate hazards; your particular needs at the moment regarding the accident; your name; and Dublin Multilayer name - address - and telephone number.
- 5.5.6 Dublin Multilayer's Emergency Coordinator will notify the National Response Center, and the local fire department, as required by federal regulations. Should you be unable to contact the Emergency Coordinators at the facility or at their homes, you will then contact the National Response Center yourself. The numbers for the Center are: 800-424-8802 or 800-426-2675. Should you fail to reach either of those numbers, you will then contact CHEMTREC at 800-424-9300.
- 5.5.7 The Emergency Coordinator will notify the California State Office of Emergency Services if he has been notified of the emergency. If you have been unable to contact the EC you will then contact the Office of Emergency Services yourself, at (800) 852-7550 or (916) 427-4341.
- 5.5.8 Unless you are injured and require immediate medical attention, stay on the scene and assist emergency respondents (Fire Department, Police, etc.) to the situation. If it is necessary to leave the scene, then leave whatever necessary information and directions that you have with someone else. This information may consist of the immediate needs, immediate and potential hazards, what the spilled material(s) consist of, and the immediate medical needs of the situation.
- 5.5.9 If possible, note all information regarding the incident (times of events and notifications, people notified and telephone numbers, types of materials and amounts involved, etc.) during the emergency. This may be impossible or impractical at the time events are actually happening. At the least, write down everything you can remember about the incident as soon after the event as possible. A written record of events will be valuable for Dublin Multilayer, as well as being legally required by state and federal authorities following the incident.



5.5.10 If the spill event consists of a DISCHARGE OF WASTE WATER EFFLUENT from your facility CONTAINING PROHIBITED AMOUNTS OF REGULATED POLLUTANTS INTO THE SANITARY SEWER SYSTEM, continued discharge into the sewer must be stopped! Notification must be made to the local Water Pollution Control Plant (see Emergency Telephone Numbers) immediately. This is to enable the Plant to take counter measures, as necessary and/or feasible, to minimize damage to the city sewers, treatment facility, treatment processes, and the receiving waters. This notification shall be followed, within fifteen (15) days of the date of the occurrence, by a detailed written statement describing the causes of the accidental discharge and the measures taken to prevent future occurrences.

## 5.6 LEAKING CHEMICAL CONTAINER PROCEDURES

For minor leaks, see instructions for CHEMICAL SPILL PROCEDURES. Dublin Multilayer maintains a trained spill response team. Plus, an outside firm has been contracted to respond to an emergency situation requiring stoppage and clean up of a major chemical spill should your in-house team be unable to deal with the situation. Refer to the Emergency Telephone Numbers page for that company's name and their emergency 24-hour telephone number.

## 5.7 EARTHQUAKE AND/OR OTHER UNPREDICTABLE DISASTERS

- 5.7.1 The greatest immediate dangers to you and to your fellow employees are the possibilities of being struck by falling objects or splashed by chemicals. Try to remain away from anything that could fall or otherwise harm you. If you are outdoors, stay in the open away from building walls; storage tanks; power lines; mechanical structures; etc. If you are indoors, kneel directly beside a desk, table, or a bench, if one is near. Otherwise, try to stand within a doorway. Do not try to move during the earthquake unless it is absolutely necessary.
- 5.7.2 Follow the same procedures as for a Fire and/or Explosion.
- 5.7.3 Follow the same procedures as for a Chemical Spill.
- 5.7.4 Be prepared to shut off the water and gas mains.
- 5.7.5 Be aware that electrical, gas and water lines and mains may be down, broken, and out of order, all of which may constitute hazards.
- 5.7.6 Do not resume any activities unless the Emergency Coordinator directs you to do so, or gives you an "all clear" signal.

## 5.8 EMERGENCY FACILITY/UTILITY SHUTDOWN PROCEDURES

During an emergency, it may be necessary to shut down certain utilities and processes in order to minimize the hazards of the situation. It will be necessary to determine which shutdown procedures must be implemented. The Emergency Coordinator and key personnel will be familiar with the location and workings of the following:

- 5.8.1 Electrical Mains - The electrical main switches are clearly marked and accessible. Turn off the main switches that provide electricity to the facility.
- 5.8.2 Natural Gas Main - The gas main must be visible and accessible. A tool for turning off the valve must be available as a part of Dublin Multilayer's emergency tool kit. Know how to turn the valve so that it is completely shut off.
- 5.8.3 Ignition Sources - Stop all potential ignition sources (cutting, welding, electrical motors, etc.) in any situation with a fire hazard present. DO NOT SMOKE!!!
- 5.8.4 Water Main - The water main(s) is accessible outside the physical building premises. The locations are known by key personnel. A tool for shutting off the valve should be readily available.
- 5.8.5 Chemical Processes and Handling - Employees working with chemicals must know how to stop the flow of materials in their area and how to shut down in the event of an emergency. The Emergency Coordinator will direct employees when to shut down and when to restart the production processes again.

6.0 EMERGENCY EQUIPMENT

Dublin Multilayer is equipped with personal protective equipment and other supplies to be used for emergencies as well as for normal working tasks. The emergency equipment is placed in a designated location which is readily and safely accessible. This will help to shorten both response and clean-up time. See Facility Map for location and list for details.

EMERGENCY RESPONSE EQUIPMENT LIST

| QUAN. | UNIT   | DESCRIPTION                     |
|-------|--------|---------------------------------|
|       |        |                                 |
| 1     | box    | pH paper                        |
| 2     | pr     | boots                           |
| 4     | pr     | gloves                          |
| 2     | ea     | chemical resistant suits        |
| 2     | ea     | face shields                    |
| 2     | pr     | goggles                         |
| 6     | ea     | drum liners (55 gal.)           |
| 1     | ea     | 24 in squeegee                  |
| 1     | ea     | 24 in push broom                |
| 1     | ea     | large dust pan                  |
| 1     | ea     | square end shovel               |
| 1     | ea     | 55 gal. open top drum (H style) |
| 3     | 50#bag | absorbent                       |
| 5     | ea     | eye wash bottle                 |
| 1     | ea     | emergency shower                |
| 1     | ea     | flashlight and extra batteries  |
| 1     | box    | visitor eye protection          |
| 3     | kit    | first aid kit                   |

7.0 FACILITY MAPS, PLANS, and DIAGRAMS

8.0 CHEMICAL INVENTORY

ENVIRONMENTAL MANAGEMENT ASSOCIATES

HAZARDOUS MATERIALS INVENTORY STATEMENT (HMIS)

DUBLIN MULTILAYER INC.

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| HAZARD CLASS | UN / NA # | TRADE NAME OR CHEMICAL NAME          | CHEMICAL CONSTITUENTS BY VOLUME PERCENTAGE    | MSDS | PHYS. STATE | NFPA RATINGS |   |   |     | CONTAINER SIZE | # | TOTAL QUANTITY |
|--------------|-----------|--------------------------------------|-----------------------------------------------|------|-------------|--------------|---|---|-----|----------------|---|----------------|
|              |           |                                      |                                               |      |             | H            | F | R | S/N |                |   |                |
| CORR         | 1760      | SNP Solder Stripper                  | Nitric Acid                                   | X    | L           | 3            | 0 | 0 | -   |                |   |                |
| CORR         | 1789      | High Speed Finishing Solution        | Ammonium Chloride<br>HCl; Thiourea.           | X    | L           | 3            | 0 | 0 | -   |                |   |                |
| CORR         | 1789      | Hydrochloric Acid                    | HCl                                           | X    | L           | 3            | 0 | 0 | -   |                |   |                |
| CORR         | 1824      | Liquid Caustic Soda                  | NaOH 50%                                      | X    | L           | 3            | 0 | 1 | -   |                |   |                |
| CORR         | 1830      | Sulfuric Acid                        | Sulfuric Acid                                 | X    | L           | 3            | 0 | 2 | W   |                |   |                |
| CORR         | 2672      | High Speed AC-CU Guard Replenisher   | Ammonium Hydroxide<br>-14-25%                 | X    | L           | 1            | 0 | 0 | -   |                |   |                |
| IRR          | 1693      | Endura-Plate Pre-Activator 202       | Sodium Chloride 20-25%                        | X    | L           | NOT RATED    |   |   |     |                |   |                |
| IRR          | 1760      | Oxit                                 | Acid Nitrates 5%<br>Additives 1%<br>Water 94% | X    | L           | NOT RATED    |   |   |     |                |   |                |
| Not Reg.     |           | Endura Plate Electroless Copper #427 | Quadrol; Proprietary Inorganic Mixture.       | X    | L           | NOT RATED    |   |   |     |                |   |                |
| ORM          | 9125      | Ferrous Sulfate                      | Ferrous Sulfate                               | X    | S           | NOT RATED    |   |   |     |                |   |                |
| OXY          | 2031      | Nitric Acid                          | Nitric Acid                                   | X    | S           | 3            | 0 | 0 | OXY |                |   |                |
| OXY          | 2041      | Hydrogen Peroxide                    | Hydrogen Peroxide                             | X    | L           | 2            | 0 | 1 | OXY |                |   |                |

## 9.0 THE EMERGENCY COORDINATOR

**John Chan (415) 529-2849 / Shiva Dantu (415) 657-9574**

At all times there will be at least one (1) employee available during business and non-working hours with the responsibility for coordinating all emergency response procedures. This person will be familiar with all aspects of the facility's Contingency Plan, all activities at the facility, the location and characteristics of materials used and waste handled, the location of all records within the facility, and the facility layout.

### 9.1 POWERS OF THE EMERGENCY COORDINATOR

- 9.1.1 To direct employee personnel and equipment response in any emergency situation as he/she sees necessary and appropriate.
- 9.1.2 To authorize any outside assistance or agency notification that may be deemed appropriate by the Emergency Coordinator to mitigate the emergency situation.
- 9.1.3 To control the employees at the site of the emergency.
- 9.1.4 Authority to purchase, hire, or otherwise direct company funds in the emergency.
- 9.1.5 With respect to facilities, equipment, funds and personnel, the Emergency Coordinator (EC) assumes the position of senior decision maker to resolve the emergency situation. His/her authority shall not be subordinate to any other person within the company in regard to the carrying out of his/her legal duties and obligations.

### 9.2 PRIORITIES

- 9.2.1 The Emergency Coordinator's order of priorities in any emergency are:
  - (A) Ensure human health and safety as the first concern.
  - (B) Consider the environment, wildlife, and livestock.
  - (C) Preserve and prevent damage to private and public property.
  - (D) Preserve and protect company property.

### 9.3 RESPONSIBILITIES

- 9.3.1 Activate alarm system to initiate evacuation.
- 9.3.2 Notify local authorities.

- 9.3.3 Identify the type, source, amount, and degree of release of any hazardous materials resulting from the emergency (if time and circumstances permit, take samples of the materials for laboratory analysis).
- 9.3.4 Assess potential hazards to human health and/or the environment. The assessment must include direct and indirect effects from fires, explosions, and spills.

#### 9.4 NOTIFICATION REQUIREMENTS

- 9.4.1 If the Emergency Coordinator determines that there has been a release, fire or explosion which could threaten human health or the environment outside of the facility property, he/she shall report such findings as follows:
- (A) Notify the Dublin Police Department that evacuation of the area may be necessary.
  - (B) Immediately notify the Dublin San Ramon Service District Fire Department which is the On-Scene Coordinator for this area, or the National Response Center using the 24-hour emergency telephone number: 800-424-8802.
- 9.4.2 He/she will, in every situation, immediately notify the State Office of Emergency Services. The report shall include:
- (A) Name, telephone number, and identification of the reporter.
  - (B) Name and address of the Company-facility.
  - (C) Time, and type of incident (chemical spill; fire; etc.)
  - (D) Name and quantity of material/s involved, to the extent known.
  - (E) The extent of any personnel injuries.
  - (F) The possible hazards to humans and/or the environment outside the facility.
  - (G) Other preliminary information which may be valuable to responding emergency personnel, such as the type of aid required; the behavior of materials involved (reactions); the source or cause of the incident; the personnel at the scene; and the actions which have already been initiated.

#### 9.5 PROTECTIVE MEASURES

During an emergency, the Emergency Coordinator shall take all reasonable measures necessary to ensure that fires, explosions, and releases do not occur, reoccur, or spread to other hazardous materials at the facility. These measures shall include, where applicable:

- \* Stopping processes and operations.



- \* Collecting and containing released materials.
- \* Removing or isolating containers.

## 9.6 MONITORING

If the facility stops operation in response to an emergency, the Emergency Coordinator will monitor for leaks, spills, pressure build-up, gas or fume generation, or ruptures in valves, tanks or other equipment, whenever this is appropriate.

## 9.7 POST-EMERGENCY ACTIVITIES

- 9.7.1 Immediately after an emergency, the Emergency Coordinator shall provide for treating, storing or disposing of recovered wastes and other contaminated materials (ie. soil, equipment, water, etc.).
- 9.7.2 The Emergency Coordinator shall ensure that in the affected area(s) of the facility:
- (A) No materials that may be incompatible with the released materials are stored, treated or disposed of until the clean-up procedures are completed.
  - (B) All emergency equipment listed in the Contingency Plan is cleaned and fit for use before operations resume. In the case of disposable emergency items, such items contaminated by the emergency response activities shall be properly disposed of and replaced prior to resumption of normal activities.
  - (C) The Emergency Coordinator shall notify the California State Department of Health Services (DOHS) and other appropriate authorities that Dublin Multilayer Inc. is in compliance with item [9.8], below, before operations resume in the affected area(s) of the facility.

## 9.8 DOCUMENTATION

Dublin Multilayer shall note in its operating records the following information: The time, date, and details of any incident requiring implementation of the Contingency Plan. Within fifteen (15) days after the incident, the Emergency Coordinator shall submit a written report on the incident to the Department of Health Services (DOHS). The report shall include:

- 9.8.1 Name, address, and telephone number of the owner/operator of the facility.
- 9.8.2 Name, address, and telephone number of the facility.
- 9.8.3 Date, time, and type of the incident.
- 9.8.4 Name and quantity of material(s) involved.

- 9.8.5 The extent of injuries, if any.
- 9.8.6 An assessment of actual or potential hazards to human health and the environment, where applicable.
- 9.8.7 Estimated quantity and disposition of recovered material that resulted from the incident.

## 10.0 REQUIRED PUBLIC REGULATORY NOTIFICATIONS

### 10.1 YOU MUST CONTACT THE AUTHORITIES IF:

- 10.1.1 There is an employee injury.
- 10.1.2 There is an immediate health hazard.
- 10.1.3 There is an immediate environmental or wildlife health hazard.
- 10.1.4 The emergency can in any way spread from your facility, or if it gets out of your control.

### 10.2 WHICH AUTHORITIES ARE TO BE CONTACTED:

#### 10.2.1 FOR ALL HAZARDOUS MATERIALS AND WASTE ACCIDENTS

- (A) Contact the California State Department of Health Services (DOHS). This requires a formal written report within thirty (30) days following the incident.

#### 10.2.2 IF INJURY RESULTS TO ANY PERSONNEL

- (A) Contact the Regional On-Scene Coordinator (Fire Department).
- (B) Notify your local designated medical facility as shown on the Emergency Telephone Number sheet of this document. Inform the Emergency Room of the nature of the accident, the number of people requiring medical assistance, approximate ages and sex of personnel requiring treatment, and the apparent extent of injuries to each.
- (C) For any industrial related injury requiring hospitalization, you must contact the regional FED-OSHA office (for private industry, as of July 1, 1987).

#### 10.2.3 IF THE INCIDENT INVOLVES LAND AND/OR BUILDINGS

- (A) FIRE - The Regional On-Scene Coordinator (Fire Department).

(B) CHEMICAL INVOLVED INCIDENT - The Regional On-Scene Coordinator (Fire Department).

(C) SPILL ON A PUBLIC HIGHWAY OR ROADWAY - The California Highway Patrol.

**10.2.4 IF THE INCIDENT INVOLVES GROUNDWATER / SEWER / STORM DRAIN**

(A) DISCHARGE OR THREATENED DISCHARGE OF HAZARDOUS MATERIAL OR WASTE INTO THE SANITARY SEWER SYSTEM - The local Water Pollution Control Plant.

(B) THREAT TO GROUNDWATER OR OTHER PUBLIC WATER SOURCE - contact the Regional Water Quality Control Board.

(C) THREAT TO A PUBLIC WATERWAY (NAVIGABLE) - contact the National Response Center (Coast Guard).

**10.2.5 AIRBORNE HAZARDS**

(A) If there is an air-borne hazard, or the potential threat of one, contact the Bay Area Air Quality Management District (BAAQMD).

**10.2.6 IF THE INCIDENT INJURES OR THREATENS WILDLIFE**

(A) If any wildlife or its environment is threatened, contact the Department of Fish and Game.

**11.0 GENERAL REPORTING REQUIREMENTS UNDER AB 2185**

(California Health and Safety Code Section 25500)

"The provisions of this section shall not, in any way, preempt more restrictive reporting requirements pursuant to other local, state, or federal ordinances, statutes, or regulations."

**11.1 IMMEDIATE REPORTING OF A RELEASE OR THREATENED RELEASE**

11.1.1 A person shall provide an immediate, verbal report of any release or threatened release of a hazardous material to the Administering Agency and the Office of Emergency Services as soon as:

(A) A person has knowledge of the release or threatened release;

(B) Notification can be provided without impeding immediate control of the release or threatened release;

(C) Notification can be provided without impeding immediate emergency medical measures;

11.1.2 The immediate reporting pursuant to subsection (A) of this section shall include, as a minimum:

- (A) The exact location of the release or threatened release;
- (B) The name of the person reporting the release or threatened release;
- (C) The hazardous materials involved in the release or threatened release;
- (D) An estimate of the quantity of hazardous materials involved;
- (E) If known, the potential hazards presented by the hazardous material involved in the release or threatened release.

11.1.3 The immediate reporting pursuant to subsection (A) of this section shall not be required if there is a reasonable belief that the release or threatened release poses no significant present or potential hazard to human health and safety, property, or the environment.

11.1.4 Until such time as an administering agency is designated, immediate reporting pursuant to subsection (A) of this section shall be made to the local hazardous materials emergency response agency at telephone number 911, and the Office of Emergency Services, at telephone number (800) 852-7550 or (916) 427-4341.







Record of Plan Submission to Local Authorities

|               |
|---------------|
| Company Name: |
| Address:      |
| Date:         |

**Contingency Plan submitted to the following authorities on the above date:**

|                                      |
|--------------------------------------|
| Authority name:                      |
| Address:                             |
| Contact Person: Telephone Number:( ) |

|                                      |
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| Authority name:                      |
| Address:                             |
| Contact Person: Telephone Number:( ) |

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| Authority name:                      |
| Address:                             |
| Contact Person: Telephone Number:( ) |

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| Authority name:                      |
| Address:                             |
| Contact Person: Telephone Number:( ) |

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| Authority name:                      |
| Address:                             |
| Contact Person: Telephone Number:( ) |

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|--------------------------------------|
| Authority name:                      |
| Address:                             |
| Contact Person: Telephone Number:( ) |

Responsible Officer: \_\_\_\_\_