

## HAZARDOUS WASTE GENERATOR IMPROVEMENTS RULE<sup>†</sup>

### Contingency Plan and Emergency Procedures for Large Quantity Generators (LQGs)

LQGs are required to include a Quick Reference Guide in their contingency plan, per [40 CFR 262.262](#). In addition, LQGs must submit a copy of the contingency plan and all revisions to all local emergency responders. This document may also be submitted to the Local Emergency Planning Committee, as appropriate. Generators must document they have attempted to make arrangements with local emergency responders and keep this documentation in the facility's operating record.

The Quick Reference Guide must contain eight required elements:

- 1) The types/names of hazardous wastes in layman's terms and the associated hazard associated with each hazardous waste present at any one time (e.g., toxic paint wastes, spent ignitable solvent, corrosive acid);
- 2) The estimated maximum amount of each hazardous waste that may be present at any one time;
- 3) The identification of any hazardous wastes where exposure would require unique or special treatment by medical or hospital staff;
- 4) A map of the facility showing where hazardous wastes are generated, accumulated and treated and routes for accessing these wastes;
- 5) A street map of the facility in relation to surrounding businesses, schools and residential areas to understand how best to get to the facility and also evacuate citizens and workers;
- 6) The locations of water supply (e.g., fire hydrant and its flow rate);
- 7) The identification of on-site notification systems (e.g., a fire alarm that rings off site, smoke alarms); and
- 8) The name of the emergency coordinator(s) and 7/24-hour emergency telephone number(s) or, in the case of a facility where an emergency coordinator is continuously on duty, the emergency telephone number for the emergency coordinator.

### Preparedness and Prevention for Large Quantity Generators

***Satellite accumulation areas (SAAs) operated by an LQG must meet the regulations for preparedness, prevention and emergency procedures, per [40 CFR 262.15\(a\)\(8\)](#) and [40 CFR 262 Subpart M](#). SAA locations at an LQG must be documented.*** The Subpart M components include provisions for: facility maintenance and operation, required safety and communication equipment, equipment testing, access to communications/alarm systems, required aisle space, arrangements with local authorities, contingency planning, emergency coordinators and procedures.

<sup>†</sup>*This guidance document outlines abridged components of the federal hazardous waste generator regulations. Consult the printed state and federal statutes and annotations for full and definitive regulatory requirements.*

## HAZARDOUS WASTE GENERATOR IMPROVEMENTS RULE<sup>†</sup>

### Preparedness and Prevention, Emergency Procedures for Small Quantity Generators (SQGs)

SQGs are required to meet the preparedness and prevention regulations and the emergency procedures outlined in [40 CFR 262.16\(b\)\(8\) and \(9\)](#). SQGs must document they have attempted to make arrangements with local emergency responders and keep this documentation in the facility's operating record. ***In addition, all satellite accumulation areas (SAAs) operated by an SQG must meet the SQG preparedness and prevention regulations and the emergency procedures. SAA locations should be documented.***

The preparedness and prevention regulations for SQGs include provisions for:

- Facility maintenance and operation
- Required safety and communication equipment
- Equipment testing and maintenance
- Access to communications or alarm systems
- Required aisle space
- Arrangements with local authorities

The emergency procedures for SQGs include the following conditions for those areas of the generator facility where hazardous waste is generated and accumulated:

- At all times there must be at least one employee either on the premises or on call (i.e., available to respond to an emergency by reaching the facility within a short period of time) with the responsibility for coordinating all emergency response measures specified in 40 CFR 262.16(b)(9)(iv). This employee is the emergency coordinator.
- The SQG must post the following information next to telephones or in areas directly involved in the generation and accumulation of hazardous waste:
  - ✓ The name and emergency telephone number of the emergency coordinator;
  - ✓ Location of fire extinguishers and spill control material, and, if present, fire alarm; and
  - ✓ The telephone number of the fire department, unless the facility has a direct alarm.
- The SQG must ensure that all employees are thoroughly familiar with proper waste handling and emergency procedures, relevant to their responsibilities during normal facility operations and emergencies.
- The emergency coordinator or their designee must respond to any emergencies that arise and make the applicable notifications to local and federal agencies per 40 CFR 262.16(b)(9)(iv).

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