
RCRA

EMERGENCY/CONTINGENCY PLAN

Copy For:

Name _____

Title _____ Phone () _____

Organization _____

Address _____

City _____ State _____ Zip _____

RCRA EMERGENCY/CONTINGENCY PLAN

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Arrangements with Local Police (Describe)

Arrangements with Local Fire Departments (Describe)

Arrangements with Local Hospitals (Describe)

Arrangements with Local or State Emergency Response Services (Describe)

Hospital Emergency Info

Hospital Equipment Requirements

Fire Police Emergency Information

Emergency Equipment & Service Required

PRIMARY EMERGENCY COORDINATOR (if on duty)

Name _____ Title _____ Office _____
Phone _____

Address _____ Home _____
Phone _____

Functions/Activities During Emergency (Describe in Detail):

SECONDARY EMERGENCY COORDINATOR (if on duty)

Name _____ Title _____ Office _____
Phone _____

Address _____ Home _____
Phone _____

Functions/Activities During Emergency (Describe in Detail):

SECONDARY EMERGENCY COORDINATOR:

Name _____ Title _____ Office _____
Phone _____

Address _____ Home _____
Phone _____

Functions/Activities During Emergency (Describe in Detail):

Job Function: _____ Name _____
Emergency Responsibilities/Activities (Describe in Detail):

Job Function: _____ Name _____
Emergency Responsibilities/Activities (Describe in Detail):

Job Function: _____ Name _____
Emergency Responsibilities/Activities (Describe in Detail):

Job Function: _____ Name _____
Emergency Responsibilities/Activities (Describe in Detail):

Job Function: _____ Name _____
Emergency Responsibilities/Activities (Describe in Detail):

Job Function: _____ Name _____
Emergency Responsibilities/Activities (Describe in Detail):

Job Function: _____ Name _____
Emergency Responsibilities/Activities (Describe in Detail):

Job Function: _____ Name _____
Emergency Responsibilities/Activities (Describe in Detail):

Job Function: _____ Name _____
Emergency Responsibilities/Activities (Describe in Detail):

Facility
Location

Facility
#

Facility Description

Facility Diagram (Identify location of individual emergency equipment, etc.)

Legend:

- | | |
|------------------------------------|--|
| a. Entrances | i. Guard Gates/Stations |
| b. Emergency Exits | j. Emergency Equipment Locations |
| c. Fire Extinguishing Systems | k. Eye Wash Stations |
| d. Spill Control Equipment | l. Fire Fighting Equipment (Vehicular) |
| e. Communication Systems/Speakers | m. Fire Extinguishers |
| f. Fire Alarm Systems/Sirens/Bells | n. Emergency Respirators |
| g. Decontamination Equipment | o. Monitoring Equipment |
| h. First Aid Stations | p. Waste Storage Area |
| | q. Hazardous Materials Storage Area |

Instructions: Describe the Physical Characteristics and Capabilities of each of the following, if they are present in the facility

a. Entrances	h. First Aid Stations	o. Monitoring Equipment
b. Emergency Exits	i. Guard Gates/Stations	p. Waste Storage Area
c. Fire Extinguishing Systems	j. Emergency Equipment Locations	q. Hazardous Materials Storage Area
d. Spill Control Equipment	k. Eye Wash Stations	r. Other _____
e. Communications System/Speakers	l. Fire Fighting Equipment (Vehicular)	
f. Fire Alarm Systems/Sirens/Bells	m. Fire Extinguishers	s. Other _____
g. Decontamination Equipment	n. Emergency Respirators	

TOPOGRAPHICAL MAP

GEOGRAPHICAL MAP

TOPOGRAPHICAL MAP (Provide a description or information)

Flow of Surface Waters:

Facility Location & Parameters:

Underground Water Systems or Wells:

Artificial or Natural Facility Barriers:

Unauthorized Personnel Sign Locations:

Other Information:

GEOGRAPHICAL MAP (Provide a description or information)

Primary Evacuation Routes:

Secondary Evacuation Routes:

Alternate Evacuation Routes:

Signals to be used for each Evacuation Plan:

Location of Local Fire/Police/Hospital Facilities (if possible):

DOT NAME/HAZARD CLASS	VOLUME ON SITE	MONTHLY VOLUME	DOT ID NUMBER	DOT EMERGENCY GUIDE #	EPA WASTE CODE #

RCRA CONTINGENCY PLAN

The Environmental Protection Agency requires each generator, person or company who stores hazardous waste at any site in the United States, to prepare and maintain a RCRA CONTINGENCY PLAN which will be made available to all employees and Emergency Response Personnel in local organizations. (i.e. Fire, Police, Hospital Personnel and Emergency Response Teams).

The requirement for each generator to prepare a RCRA Contingency Plan is outlined in Section 265.50 in STANDARDS FOR GENERATORS OF HAZARDOUS WASTES. Each generator must comply with the requirements for Owners and Operators of Hazardous Waste Treatment, Storage and Disposal Facilities, outlined in 265.30 Subpart C - PREPAREDNESS & PREVENTION, and 265.50 Subpart D - CONTINGENCY PLAN & EMERGENCY PROCEDURES.

When preparing a RCRA CONTINGENCY PLAN, the generator would be required to provide the following information based on the hazardous waste stored at the generator's facility or plant. Using the RCRA Contingency Plan, included in this booklet, we will cover the required and optional information that will allow emergency response personnel to properly handle any accidental release of hazardous waste at the generator's facility or plant.

RCRA EMERGENCY/CONTINGENCY PLAN

(Page #2)

1. Company name, address, city, state and zip.
2. Telephone number and EPA Identification number.
3. List the Primary Emergency Coordinator, his or her address and office/home telephone numbers.
4. If additional personnel are assigned as Alternate or Secondary Emergency Coordinators, list their names, addresses and office/home telephone numbers.
5. Description of Hazardous Waste handled or stored on-site: (OPTIONAL)
 - a. DOT Classification or Proper Shipping Name.
 - b. Volume stored on site (Average).
 - c. Monthly amount generated.
 - d. DOT I.D. Number for the hazardous waste.
 - e. DOT Emergency Guide Number.
 - f. EPA Waste Code Number (if any).
6. Federal, State & Local Emergency Response Contacts. (265.52(c))

The regulations require each generator to describe the arrangements with all Emergency Response Teams or Agencies relative to any emergency involving the generator's hazardous waste. This section would show the emergency response organization, the contact, location and telephone number.

**ARRANGEMENTS WITH POLICE, FIRE, CONTRACTOR,
HOSPITAL AND EMERGENCY RESPONSE PERSONNEL
(Page #3) (265.52(c))**

Page #3 provides the required information relative to the arrangements each generator has made with local and state emergency response personnel or with local police, fire or hospital personnel. Describe each agreed-upon arrangement with their agencies.

**PRIMARY/SECONDARY EMERGENCY COORDINATOR'S
RESPONSIBILITIES
(Page #4) (265.52(d))**

Page #4 allows the plan to outline and describe the Emergency Coordinator's functions or activities, in the event an emergency takes place. If emergency responsibilities are divided between Primary or Secondary Emergency Coordinators, use this page to describe those responsibilities.

**JOB DESCRIPTION/FUNCTION EMERGENCY RESPONSIBILITIES
(Pages #5/6/7) (OPTIONAL)**

Pages #5, 6 and 7 provide information on specific employees who have been assigned responsibilities in the event of an emergency involving hazardous waste. Their responsibilities, duties or activities may be outlined on these pages.

**FACILITY EMERGENCY EQUIPMENT ON-SITE
(Pages #8/9) (265.52(e))**

Page #8 provides the required information on the types and locations of safety or emergency equipment. The location of this equipment can be contained within a diagram of the plant.

Page #9 provides the required information on the physical characteristics and capabilities of all safety and emergency equipment on-site.

**TOPOGRAPHICAL/GEOGRAPHICAL MAPS/DIAGRAMS OF FACILITY
(Pages #10/11) (265.52(f))**

Page #10 provides the topographical map or diagram of the facility or plant showing the facility and its boundaries.

Page #11 provides a description of the characteristics of the facility and its surrounding areas, and a description of the primary and secondary evacuation routes to be used in an emergency.

Remember, once the RCRA Contingency Plan has been completed, copies must be provided to all state and local agencies who would be involved in assisting the generator, in the event of any emergency or the accidental release or spill of the generator's hazardous waste.



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