

**SDSD Detention Services Bureau—George Bailey Detention Facility Green Sheet**

<b>DATE:</b>	<b>February 22, 2013</b>
<b>NUMBER:</b>	<b>L.6.G</b>
<b>SUBJECT:</b>	<b>HAZARDOUS WASTE BUSINESS PLAN</b>
<b>RELATED SECTIONS:</b>	

**PROCEDURE**

The George Bailey Detention Facility (GBDF) is a generator of hazardous and universal wastes and must follow certain Federal and State laws to ensure these wastes will be properly managed to protect public health and the environment. A Hazardous Waste Business Plan (HWBP) needs to be implemented at any facility that generates hazardous and universal waste. The HWBP will provide guidelines for the maintenance, use, storage, disposal and training which are documented to show that all persons, both staff and inmates know how to use hazardous materials in a safe and appropriate manner.

Hazardous and universal wastes may not be disposed of in the regular trash, onto the surface of the ground, into storm drains or into the sewer system. All hazardous wastes must be disposed of at State permitted treatment, storage or disposal facilities.

**STORAGE OF HAZARDOUS WASTES:**

At a minimum, hazardous and universal waste must be stored using the following criteria:

- Stored in non-leaking tank or containers in good condition with tight-fitting lids
- Are kept closed when wastes are not being added or removed
- Accurately labeled with water-proof stickers. Labels must specify the words "Hazardous Waste"; the composition and physical state of the waste; the hazardous properties of the waste (e.g., flammable, reactive, etc.); and the name and address of the generator
- Labeled with the date that the waste accumulation began on each tank or container
- Managed in a way that minimizes the possibility of spills and escape of waste into the environment
- Incompatible waste not stored in a common storage area without proper separation
- Ignitable or reactive waste: Stored at least 15 meters (50 ft.) from property lines
- Stored onsite according to storage time limits prescribed in the regulations

All GBDF hazardous materials and waste will be stored at the GBDF Operations Shed, located behind House 1.

**1. STORAGE**

When not in use all hazardous materials will be locked in the storage shed. These include, but are not limited to;

- A. Paint
- B. Paint Thinner
- C. Gasoline
- D. Solvents
- E. Cleaning Compounds
- F. Adhesives
- G. Acids

**2. DISPOSAL**

Disposing of hazardous materials and wastes will be conducted in the manner outlined in the Departmental Policy and Procedure Manual Section 6.114.

## EMERGENCY PROCEDURES:

In the event of a hazardous waste spill, release, fire or explosion, the release must be reported as follows:

1. Notify your local fire department (911) and the Hazardous Materials Division at [REDACTED]
2. Additionally in every situation which threatens human health or the environment, a notification must be made to the California [Emergency Management Agency](#) [REDACTED] and provide the following information:
  - Name and telephone number of person reporting;
  - Name and address of facility;
  - Time and type of incident;
  - Name and quantity of hazardous material(s) involved;
  - Extent of injuries;
  - Possible hazard to human health and the environment outside the facility.

During the emergency, you must take all reasonable measures to ensure that fires, explosions, and chemical releases do not spread. These measures may include:

- Stopping operations;
- Collecting and containing released waste; and
- Removing or isolating chemical containers.

To be in compliance with the Hazardous Materials Business Plan, quarterly briefing training will be conducted covering the discussed storage of hazardous wastes and basic emergency procedures. Training is to include a brief discussion of locations of emergency equipment and shut-off valves. In addition, the training will include possible evacuation plans (reference Detention Policy H.3).

A copy of the training roster will remain on file with the Facility Training Coordinator and the Hazardous Material Coordinator.

The GBDF Operations Deputy is assigned the Hazardous Material Coordinator as part of operations duties and will be responsible for conducting annual audits of hazardous wastes stored within the facility.