



CALIFORNIA ENVIRONMENTAL PROTECTION AGENCY



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Cal OES None

CAL FIRE None
OSFM

California Environmental Protection Agency

CERS Business and Regulator Users FAQs

There are now 25 FAQs posted for CERS business and regulator users at <https://cersbusiness.calepa.ca.gov/Help> and <https://cersregulator.calepa.ca.gov/Help>. Please review both types of FAQs because there may be information that may pertain to you even if you are not the primary target audience. If you have questions regarding these FAQs or you have suggestions for new topics please email Dan Firth at Daniel.firth@calepa.ca.gov.

Reporting the Aboveground Petroleum Storage Act (APSA) Surcharge on the Transmittal Report and Annual Single Fee Summary Report for FY 2014-2015

Changes to the Surcharge Transmittal Report and the Annual Single Fee Summary Report will require a regulatory change since these documents are embedded in Title 27. CalEPA will officially be revising these reports to include applicable APSA surcharge reporting fields through the official rulemaking process. Until these reports can be officially changed in Title 27, CalEPA is requesting that all Certified Unified Program Agencies report FY 2014-2015 APSA surcharge information as follows:

1. With each surcharge check remitted to CalEPA quarterly, indicate the total amount of APSA surcharge remitted during the reporting period on the Surcharge Transmittal Report (previously known as Report 1).
2. On the Single Fee Annual Summary Report (previously known as Report 2), please indicate the total amount of APSA surcharge billed, collected and remitted for FY 2014-2015.

This request is being made pursuant to California Code of Regulations, Title 27, Section 15290(d).

Timeframe for Response to CERS Help Center Emails (cers@calepa.ca.gov)

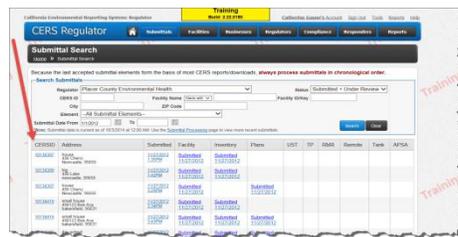
CERS Help Center goal is to ensure that all CERS Business/Regulator users' email inquiries receive a response within 1-2 business days of receipt, from either CERS Help Center staff or CalEPA Unified Program staff. In some instances, inquiries may take longer to be resolved either due to the issue reported requiring further testing or investigation in order to identify the cause of the issue or due to a large volume of inquiries being processed by the CERS Help Center staff.

CERS Tips and Tricks

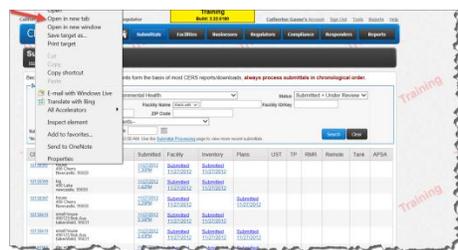
CERS Tips and Tricks include helpful explanations and resolutions regarding current issues recently received by the CERS Technical Support Team. If you have questions or concerns, please contact the CERS Technical Support Team at cers@calepa.ca.gov.

How can I search and work on one CERS ID and return to list?

- Right mouse click on item you want to work on in list



- Select from drop down 'Open in new tab'



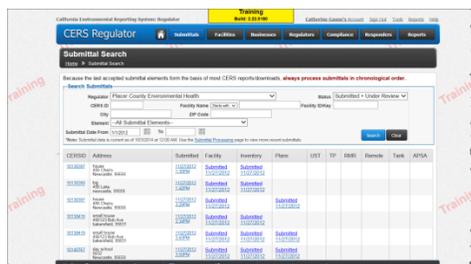
- New tab will open in tool bar



- Work on individual record



- Select first tab and list remains open- hit refresh



Look for other “CERS Tips and Tricks” in next month’s Unified Program Newsletter.

REMINDER: Compliance Monitoring and Enforcement (CME) Data must be entered into CERS
 Starting fiscal year 2014/2015, CME data must be submitted electronically within 30 days of each completed quarter [CCR Title 27, Division 1, Subdivision 4, Section 15290(b)]. Submittal deadlines are listed below:

Fiscal Year Quarterly CME Action Occurs (including updates)	Deadline for Electronic Submittal Of Quarterly CME Data
July 1 – September 30	October 30
October 1 – December 31	January 30
January 1 – March 31	April 30
April 1 – June 30	July 30

Beginning August 1, 2014, CUPAs will be evaluated on quarterly CME electronic reporting requirements for inspection and enforcement activities occurring on or after July 1, 2013.

All CME data must include the complete detail record fields identified in the CERS Regulator Portal (<http://cers.calepa.ca.gov/>) and defined in the Unified Program Data Dictionary (www.calepa.ca.gov/LawsRegs/Regulations/T27/DataDict.pdf).

For more information, please refer to Unified Program Guidance Letter 14-02 (<http://www.calepa.ca.gov/CUPA/Bulletins/2014/Jan17.pdf>).

Western States Introduction to Environmental Enforcement Class

Please see attached flyer regarding the Western States Introduction to Environmental Enforcement training that will be held in Sacramento on January 21-23, 2015. This training is available to environmental regulatory enforcement personnel and attorneys new to environmental programs and/or enforcement. The scenario used is one of our old Enforcement Symposium videos.

Department of Toxic Substances Control - None

State Water Resources Control Board

Unified Program Guidance Letter 14-08

CalEPA's Unified Program (UP) Guidance Letter 14-08 which addresses the reporting of underground storage tank (UST) information electronically has been published on October 27, 2014 and is posted at <http://www.calepa.ca.gov/CUPA/Bulletins>.

This Guidance Letter allows regulated businesses to choose their preferred method of reporting specified documents. Regulated businesses now have the option to either provide specific documents electronically as uploaded PDF files or to continue the historical reporting manner prior to the implementation of electronic reporting. The FAQ for which forms need to be uploaded to the California Electronic Reporting System (CERS) has been updated to reflect this Guidance Letter.

For questions regarding this Guidance Letter, contact Laura Fisher at laura.fisher@waterboards.ca.gov or John Paine at john.paine@calepa.ca.gov.

Updated CERS FAQ – Which UST Forms Must Be Uploaded

As a follow-up to the CalEPA UP Guidance Letter 14-08, the FAQ for which forms require uploading to CERS has been revised on October 28, 2014 and is posted at <https://cersbusiness.calepa.ca.gov/Help>. This FAQ describes the reporting options for all UST related data and documents. In CERS, there are data entry screens where information is entered into fields, or where boxes or radio buttons are checked. There are also six specifically named documents that are uploaded as PDF files. The Guidance Letter does not affect these data entry screens or the specifically named documents. However, there are eighteen 'other required documents' that may now be reported as indicated in the Guidance Letter. For questions regarding this FAQ, contact Gabe Herrera at gabriel.herrera@waterboards.ca.gov.

Updated CERS FAQ – How to Enter Red Tag Information

The FAQ on how to enter Red Tag information has been revised on October 23, 2014 and is posted at <https://cersregulator.calepa.ca.gov/Help>. This FAQ demonstrates how to enter Red Tag information in the Compliance Section, Enforcement Subsection, of CERS. For questions regarding this FAQ contact Gabe Herrera at gabriel.herrera@waterboards.ca.gov or (916) 319-9128.

New CERS FAQs – Regulator Help Section

The following FAQs were published in October 2014 and can be found in the Regulator Help Section of CERS, <https://cersregulator.calepa.ca.gov/Help>. For questions regarding these FAQs, contact Gabe Herrera at gabriel.herrera@waterboards.ca.gov.

Reporting Abandoned USTs

This FAQ explains which abandoned underground USTs need to be reported in CERS.

Reporting Re-Inspections

This FAQ goes into detail how to correctly report follow-up inspections or re-inspections and how to report related violations in CERS.

Download Business User Email Addresses

This FAQ explains how to download a list of user email addresses in the UPAs jurisdiction. This feature gives the UPA the ability to make direct email contact with users associated with regulated facilities in their jurisdiction.

New CERS FAQs – Business Help Section

The following FAQs were published in October 2014 and can be found in the Business Help Section of CERS, <https://cersbusiness.calepa.ca.gov/Help>. For questions regarding these FAQs, contact Gabe Herrera at gabriel.herrera@waterboards.ca.gov.

How to report BOE Numbers

The California Board of Equalization (BOE) requires that all UST owners have a BOE number for each facility. A BOE number is required to make a UST submittal in CERS. This FAQ goes into detail how to properly report Board of Equalization (BOE) numbers in CERS.

How to Report Tank Contents

This FAQ demonstrates how tank contents should be reported in CERS. The tank contents in this FAQ are presumed to be regulated materials, which include ethanol containing gasoline, biodiesel and other petroleum containing substances.

When to Report Repairs and New USTs

This FAQ explains how and when new UST installations or repairs and modifications to existing USTs must be reported in CERS.

Senate Bill No. 445 – Single-Walled UST Permanent Closure Provisions

On September 25, 2014, the Governor signed Senate Bill No. 445 (SB445) authored by Senate Member Hill. SB445 is an urgency statute that takes effect immediately. The complete text of SB445 can be found at the following website:

http://leginfo.ca.gov/pub/13-14/bill/sen/sb_0401-0450/sb_445_bill_20140925_chaptered.pdf

A State Water Resources Control Board (Water Board) letter which summarizes the single-walled UST permanent closure provisions of SB445 is posted at the following website:

http://www.waterboards.ca.gov/water_issues/programs/ust/docs/sb445_notification_1f%209_26.pdf

As stated in letter, more information is forthcoming. A Guidance Document regarding single-walled UST permanent closure is being prepared by State Water Board staff and will be released to the public upon completion.

Once the additional information is provided, and you still have questions regarding the single-walled UST permanent closure provisions of SB445, contact Laura Fisher at Laura.Fisher@waterboards.ca.gov or (916) 341-5870.

Senate Bill No. 445 – Fraud, Waste & Abuse Prevention Update

SB445 will assist with investigating and combating fraud against the Cleanup Fund (Fund) by:

- Authorizing the State Water Board to impose administrative civil liability penalties of up to \$500,000 per violation on those who make fraudulent claims and misrepresentations to the Fund;
- Barring claimants and consultants convicted of fraud against the Fund from further participation in the Fund;
- Authorizing the State Water Board to recover the costs associated with investigating and prosecuting fraud cases against the Fund from persons who were proven to have engaged in fraud; and
- Granting administrative authority to prosecute cases.

For questions regarding the Fraud, Waste, and Abuse Prevention Unit, contact Kim Sellards at kim.sellards@waterboards.ca.gov or (916) 341-5869.

Highlights of the New Law that affect the Fund and UST Program can be found at

http://www.waterboards.ca.gov/water_issues/programs/ustcf/docs/fund_gto/fund_update_sb445.pdf.

Senate Bill No. 445 – Replacing, Removing, or Upgrading Underground Storage Tanks (RUST) Program Update

Several programs within the State Water Board were affected by SB445 including the RUST Program. An Overview of the key elements of SB 445 that relate to the RUST Program can be found on the RUST website at http://www.waterboards.ca.gov/water_issues/programs/ustcf/rust.shtml.

The State Water Board including the UST Leak Prevention Unit, UST Cleanup Fund Program, Orphan Site Cleanup Fund, Office of Enforcement, and the RUST Program are all working diligently to get information about SB 445 disseminated to the public. The RUST Program will be updating its website and its loan and grant applications.

For questions regarding the RUST Program, contact Janice Clemons at janice.clemons@waterboards.ca.gov or (916) 341-5657.

California Office of Emergency Services - None

CAL FIRE-Office of State Fire Marshal - None