



Downey Fire Department

11111 Brookshire Boulevard
Downey, California 90241
(562) 904-7345



HAZARDOUS MATERIALS BUSINESS PLAN REQUIREMENTS

Effective January 1, 2013, the Downey Fire Department will no longer accept Hazardous Materials Business Plan (HMBP) paper submissions. Assembly Bill 2286, also known as the California Environmental Reporting System (CERS), requires all regulated businesses to report their hazardous materials information electronically via the internet. In order to be in compliance with AB2286, you are required to verify and update your business and hazardous materials information through CERS. If you have not already done so, please follow the instructions below to update and submit your program information to CERS:

1. Go to the CERS website (<http://cers.calepa.ca.gov/>)
2. Create a CERS users account. After creating the CERS users account, you will receive an email from CERS to confirm.
3. Once your account has been activated, log-in at CERS.
4. Link your user account to your facility (or facilities) by clicking "Add a facility" and then entering your CERS ID number which is listed below, or facility address if there is no CERS ID.

CERS ID

5. Click the "Search" button. Your facility should appear.
6. Verify all the business information and activities are correct. Please make any necessary updates and changes relevant to your facility.
7. Be sure to mark all business activities that apply as "Yes". If you don't mark "Yes" to the boxes that apply to your business, there will be no forms to complete in the next step of the process and your submittal will be rejected.
8. Enter all required information, upload all required documents for your facility's operations, and submit. If your submission is rejected or not accepted by CERS, you will receive an email with the reason for the rejection. Correct and submit your changes as soon as possible.
9. Training is available for CERS and can be found on the following websites:

<http://cers.calepa.ca.gov/business/training>

http://www.fire.lacounty.gov/HealthHazMat/cers_calendar.asp

Should you have any questions or need assistance regarding this letter, please contact the Downey Fire Department's Hazardous Materials Section at (562) 904-7345.