



**HUNTINGTON BEACH FIRE DEPARTMENT  
HAZARDOUS MATERIALS DISCLOSURE OFFICE**

2000 MAIN STREET • HUNTINGTON BEACH, CA 92648  
(714) 536-5676 • FAX (714) 374-1551

**BUSINESS EMERGENCY PLAN**

Please read the instructions prior to completing this Business Emergency Plan (BEP). Print legibly in black ink or type the information. Make a copy for your records. Return the completed original forms, with Unified Program Consolidated Form Business Owner/Operator Identification and Hazardous Materials Inventory reporting forms to:

City of Huntington Beach  
Fire Department, Hazardous Materials  
2000 Main Street  
Huntington Beach, CA 92648

**Mark one box only:**

- New Business Emergency Plan (BEP)
- Updated BEP: Required review & update of BEP every three (3) years
- Updated BEP: Changes in business operation and/or personnel require new BEP with current information.

Business Name

Address

**I certify under penalty of law that I have personally examined and am familiar with the information submitted; and that the Business Plan submitted meets the requirements of Chapter 6.95 Health & Safety Code & Title 19, §2729 et seq.**

Owner/Operator Name (Print)

Signature

Date

BEP Prepared By (Print)

Signature

Date

**INCIDENT vs. RESPONSE**

**If you have a release or a threatened release of hazardous materials and require emergency response, call 911.** If you have a release or threatened release that is not an emergency as described here, then 911 can be omitted; go to the Notification requirement below.

**Person responsible for calling 911:**

A hazardous materials **Incident** is a spill or release that can be absorbed, neutralized or otherwise controlled at the time of release; and can be controlled by the employees in the immediate work area or by maintenance personnel without exposure or health & safety hazards.

A hazardous material **Response** requires a response effort by employees from outside the immediate release area, or by other designated responders (e.g. fire dept), to an occurrence that results, or is likely to result, in an uncontrolled release of a hazardous substance. **Call 911.**

**NOTIFICATION**

Both **Incidents** and **Responses** are considered releases/spills for the purpose of notification. Your business shall provide an immediate, verbal report of any release or threatened release of a hazardous material to the Administering Agency and State OES as soon as: 1) a person has knowledge of the release or threatened release; and 2) notification can be provided without impeding immediate control of the release or threatened release. Those numbers are:

State Office of Emergency Services (OES): (800) 852-7550 or (916) 845-8911

City of Huntington Beach Fire Department (714) 536-5411 8:00 AM – 5:00 PM  
(714) 536-5469 5:00 PM – 8:00 AM

**Person responsible for calling City of Huntington Beach and OES:**





