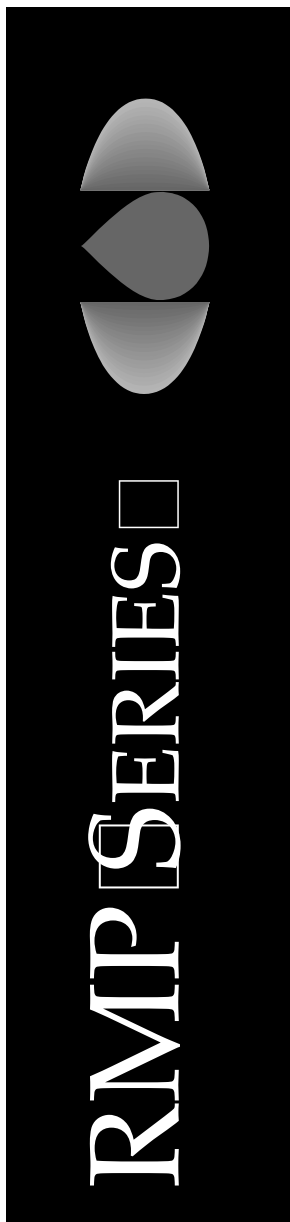




RISK MANAGEMENT PROGRAM GUIDANCE FOR WAREHOUSES (40 CFR PART 68)



May 26, 2000

This document provides guidance to help owners and operators of stationary sources to determine if their processes are subject to chemical accident prevention regulation under section 112(r) of the Clean Air Act and 40 CFR part 68 and to comply with regulations. This document does not substitute for EPA's regulations, nor is it a regulation itself. Thus, it cannot impose legally binding requirements on EPA, states, or the regulated community, and may not apply to a particular situation based upon circumstances. The guidance does not represent final agency action, and EPA may change it in the future, as appropriate.

THIS EDITION

This document is a revision of the January 1999 *Risk Management Program Guidance for Warehouses*. The revisions are needed to reflect several amendments to 40 CFR part 68 as well as to reflect the availability of the software for submission of RMPs. The specific regulatory changes include the following:

- g The change from SIC codes to NAICS codes to define the industrial sectors subject to Program 3;
- g The adoption of rules for confidential business information;
- g Changes to the way in which flammable liquids and refrigerated flammable gases may be modeled for the offsite consequence analysis; and
- g Changes to coverage for flammable fuels.

The revisions also update items, such as web page addresses, where needed. Pages that include substantive revisions to the previous text are noted by a new date in the footer. Appendices C and D in the 1999 document, which provided EPA and OSHA contacts, have been eliminated; addresses for websites that provide this information and are updated frequently are included in the Technical Assistance appendix.

FOR UPDATES

To keep up to date on changes to this document and to the risk management program rule, and to find other information related to part 68 and accident prevention, visit EPA's Chemical Emergency Preparedness and Prevention Office website at:

www.epa.gov/ceppo/

May 26, 2000

TABLE OF CONTENTS

INTRODUCTION

CHAPTER 1 GENERAL APPLICABILITY

1.1	Introduction	1-1
1.2	General Provisions	1-3
1.3	Regulated Substances and Thresholds	1-5
1.4	What is a Process	1-5
1.5	Threshold Quantity in a Process	1-8
1.6	Stationary Source	1-14
1.7	When Must You Comply	1-15
1.8	Varying Inventories and Predictive Filing	1-17

CHAPTER 2 APPLICABILITY OF PROGRAM LEVELS

2.1	What Are Program Levels	2-1
2.2	Program 1	2-3
2.3	Quick Rules for Determining Program 1 Eligibility	2-9
2.4	Program 3	2-10
2.5	Program 2	2-11
2.6	Dealing with Program Levels	2-12
2.7	Summary of Program Requirements	2-15

CHAPTER 3 FIVE-YEAR ACCIDENT HISTORY

3.1	What Accidents Must Be Reported	3-1
3.2	What Data Must Be Provided	3-1
3.3	Other Accident Reporting Requirements	3-9

CHAPTER 4 OFFSITE CONSEQUENCE ANALYSIS

4.1	Worst-Case Release Scenarios	4-4
4.2	Alternative Scenarios	4-13
4.3	Buildings	4-20
4.4	Estimating Offsite Receptors	4-21
4.5	Documentation	4-24
Appendix 4A Reference Tables of Distances and Tables of Data from the Offsite Consequence Analysis Guidance		4-27

CHAPTER 5 MANAGEMENT SYSTEM

5.1	General Information (§ 68.15)	5-1
5.2	How to Meet the Management System Requirements	5-1

CHAPTER 6 PREVENTION PROGRAM (PROGRAM 2)

6.1	About the Program 2 Prevention Program	6-1
6.2	Safety Information (§ 68.48)	6-2
6.3	Hazard Review (§ 68.50)	6-7
6.4	Operating Procedures (§ 68.52)	6-11
6.5	Training (§ 68.54)	6-15
6.6	Maintenance (§ 68.56)	6-17
6.7	Compliance Audits (§ 68.58)	6-20
6.8	Incident Investigation (§ 68.60)	6-21
6.9	Conclusion	6-25

CHAPTER 7 PREVENTION PROGRAM (PROGRAM 3)

7.1	Prevention Program 3 and OSHA PSM	7-1
7.2	Process Safety Information (§ 68.65)	7-3
7.3	Process Hazard Analysis (§ 68.67)	7-5
7.4	Operating Procedures (§ 68.69)	7-9
7.5	Training (§ 68.71)	7-10
7.6	Mechanical Integrity (§ 68.73)	7-10
7.7	Management of Change (§ 68.75)	7-11
7.8	Pre-Startup Review (§ 68.77)	7-13
7.9	Compliance Audits (§ 68.79)	7-13
7.10	Incident Investigation (§ 68.81)	7-13
7.11	Employee Participation (§ 68.83)	7-14
7.12	Hot Work Permits (§ 68.85)	7-15
7.13	Contractors (§ 68.87)	7-15
	Appendix 7-A PHA Techniques	7-18

CHAPTER 9 EMERGENCY RESPONSE

8.1	Non-Responding Sources (§ 68.90(b))	8-1
8.2	Elements of an Emergency Response Program (§ 68.95)	8-2
8.3	Developing an Emergency Response Program	8-6
8.4	Integration of Existing Program	8-9
8.5	Am I Already in Compliance	8-9
8.6	Coordination with Local Emergency Planning Committees	8-12

CHAPTER 9 RISK MANAGEMENT PLAN (Part 68, Subpart G)

9.1	Elements of the RMP	9-1
9.2	RMP Submission	9-2
9.3	Issues Pertaining to Submission of and Access to Confidential Business Information and Trade Secrets	9-3
9.4	Resubmission and Updates	9-4

CHAPTER 10 IMPLEMENTATION

10.1	Implementing Agency	10-1
10.2	Reviews/Audits/Inspections (§ 68.220)	10-2
10.3	Relationship with Title V Permit Programs	10-4
10.4	Penalties for Non-Compliance	10-4

CHAPTER 11 COMMUNICATION WITH THE PUBLIC

11.1	Basic Rules of Risk Communication	11-1
11.2	Sample Questions for Communicating with the Public	11-4
11.3	Communication Activities and Techniques	11-13
11.4	For More Information	11-19

APPENDICES

APPENDIX A	PART 68
APPENDIX B	SELECTED NAICS CODES
APPENDIX C	TECHNICAL ASSISTANCE
APPENDIX D	OSHA GUIDANCE ON PSM

LIST OF BOXES AND EXHIBITS

LIST OF EXHIBITS

CHAPTER 1

- Exhibit 1-1 Evaluate Facility to Identify Covered Processes
- Exhibit 1-2 Process
- Exhibit 1-3 Stationary Source

CHAPTER 2

- Exhibit 2-1 Evaluate Program Levels for Covered Processes
- Exhibit 2-2 Program Level Criteria
- Exhibit 2-3 Develop Risk Management Program and RMP
- Exhibit 2-4 Comparison of Program Requirements

CHAPTER 3

- Exhibit 3-1 Atmospheric Stability Classes

CHAPTER 4

- Exhibit 4-1 Examples of Regulated Toxic Substances in Warehouses
- Exhibit 4-2 Examples of Regulated Flammable Substances in Warehouses
- Exhibit 4-3 Required Parameters for Modeling
- Exhibit 4-4 Predicted Distances to Toxic Endpoints for Regulated Toxic Materials
- Exhibit 4-5 Predicted Distances to Toxic Endpoints for Regulated Toxic Materials
- Exhibit 4-6 Predicted Distances to Toxic Endpoints for Regulated Toxic Materials

CHAPTER 5

- Exhibit 5-1 Sample Management Documentation

CHAPTER 6

- Exhibit 6-1 Summary of Program 2 Prevention Program
- Exhibit 6-2 Safety Information Requirements
- Exhibit 6-3 Codes and Standards
- Exhibit 6-4 Sample Safety Information Sheet
- Exhibit 6-5 Hazard Review Requirements
- Exhibit 6-6 Sample Checklist
- Exhibit 6-7 Operating Procedures Requirements
- Exhibit 6-8 Training Chart
- Exhibit 6-9 Maintenance Guidelines
- Exhibit 6-10 Sample Audit Checklist for Safety Information and Hazard Review
- Exhibit 6-11 Incident Investigation Requirements
- Exhibit 6-12 Sample Incident Investigation Format

CHAPTER 7

- Exhibit 7-1 Comparable EPA and OSHA Terms
- Exhibit 7-2 Summary of Program 3 Prevention Program
- Exhibit 7-3 Process Safety Information Requirements
- Exhibit 7-4 Process Hazard Analysis Requirements
- Exhibit 7-5 Operating Procedures Requirements
- Exhibit 7-6 Mechanical Integrity Chart
- Exhibit 7-7 Management of Change Requirements
- Exhibit 7-8 Pre-startup Review Requirements
- Exhibit 7-9 Incident Investigation Requirements
- Exhibit 7-10 Employee Participation Requirements
- Exhibit 7-11 Hot Work Permits Requirements
- Exhibit 7-12 Contractors Chart
- Exhibit 7A-1 Applicability of PHA Techniques
- Exhibit 7A-2 Time and Staffing for PHA Techniques

CHAPTER 8

- Exhibit 8-1 Federal Guidance on Emergency Planning and Response
- Exhibit 8-2 Federal Emergency Planning Regulations

CHAPTER 9

- Exhibit 9-1 RMP Updates

CHAPTER 11

- Exhibit 11-1 Seven Cardinal Rules of Risk Communication

LIST OF BOXES**INTRODUCTION**

- State Programs
- If You Are New to Regulations
- What Is a Local Emergency Planning Committee?

CHAPTER 1

- State Programs
- Qs and As: Stationary Source
- Aggregation of Substances
- Qs and As: Threshold Determinations
- Qs and As: Consideration of Products
- Qs and As: Stationary Source
- Qs and As: Compliance Dates

CHAPTER 2

- Q and A: Process and Program Level
- Qs and As: Public Receptors

Q and A: Determining Distances
Q and A: Environmental Receptors
Qs and As: Accident History
Qs and As: OSHA

CHAPTER 3

Q and A: Property Damage
Qs and As: Accident History

CHAPTER 4

RMP*Comp
How to Obtain Census Data and Landview
How to Obtain USGS Maps

CHAPTER 6

Q and A: Audits

CHAPTER 7

Q and A: Implementation and Program Level
Qs and As: Process Safety Information
Qs and As: Offsite Consequences

CHAPTER 8

What Is a Response
What Is a Local Emergency Planning Committee?
Qs and As: Emergency Response and Warehouses
Planning for Flammable Substances

CHAPTER 9

Qs and As: RMP Updates
Q and A: Revising a PHA

CHAPTER 10

Qs and As: Delegation
Qs and As: Audits

CHAPTER 11

What Does Your Worst-case Release Distance Mean?
What Does It Mean That We Could Be Exposed If We Live/Work/Shop/Go to School X Miles Away?
If There Is an Accident, Will Everyone Within That Distance Be Hurt? What about Property Damage?
How Sure Are You of Your Distances?
What Are You Doing to Prevent Releases?
What Are You Doing to Prepare for Releases?
Why Are Your Distances Different from the Distances in the EPA Lookup Tables?
How Likely Are the Worst-case and Alternative Release Scenarios?
Is the Worst-case Release You Reported Really the Worst Accident You Can Have?

What about the Accident at the [Name of Similar Facility] That Happened Last Month?

What Actions Have You Taken to Involve the Community in Your Accident Prevention and Emergency Planning Efforts?

Can We See the Documentation You Keep on Site?

TABLE OF POTENTIALLY REGULATED ENTITIES

This table is not intended to be exhaustive, but rather provides a guide for readers regarding entities likely to be regulated under 40 CFR part 68. This table lists the types of entities that EPA is now aware could potentially be regulated by this rule and covered by this document. Other types of entities not listed in this table could also be affected. To determine whether your facility is covered by the risk management program rules in part 68, you should carefully examine the applicability criteria discussed in Chapter 1 of this guidance and in 40 CFR 68.10, which is available in Appendix A of this document. If you have questions regarding the applicability of this rule to a particular entity, call the EPCRA/CAA Hotline at (800) 424-9346 (TDD: (800) 553-7672)(see Appendix C, Technical Assistance, for other sources of information).

Category	NAICS Codes	SIC Codes	Examples of Potentially Regulated Entities
Warehouses	49311 49312 49319	4225 4222 4226	General warehousing and storage Refrigerated warehousing Other warehousing and storage

