

**CALIFORNIA OFFICE OF EMERGENCY SERVICES**

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**Fire & Rescue Division
Hazardous Materials Section****BULLETIN # 34**
(Version 1.1)**HMRT RESOURCE TYPING
RE-INSPECTION PROGRAM****EXPLANATION****PURPOSE:**

To adopt and institute a program of re-inspecting certified Type 1, Type 2, and Type 3 hazardous materials response companies; To establish a five (5) year re-inspection cycle; To insure that previously inspected and certified hazardous materials response companies are remaining in compliance with the FIREScope Hazardous Materials Standardized Equipment List (SEL) and training requirements.

TARGET:

The institution of a re-inspection program shall be based upon a five (5) year cycle. This five year cycle is predicated upon:

- Average shelf life issues regarding protective clothing, chemicals, test strips, etc.
- Computer chemical databases, software upgrades, and subscription services.
- Computer operating system versions not more than 2 versions old.
- Due to employee turnover, specified training for current assigned response team members is current.

OBJECTIVES:

- To insure that compliance to specified industry standards, requirements, and certifications (i.e. NFPA, UL, ASTM, EPA, etc) is being maintained as they apply to specific tool or equipment items.
- To examine Issues regarding Shelf Life (i.e. protective clothing, Colorimetric Tubes, etc) are being addressed and correctly managed.
- To verify that Instrument upgrades, recertification, replacements and/or modifications (i.e. survey instruments, radiological instruments, walkie talkies, etc) are current where applicable.
- To verify that the on-board computer system and operating software system(s) are current (i.e. within 2 Versions)

- To assure that software databases (i.e. electronic and printed) are current and are not more than two (2) editions or versions out-of-date.
- To assure that all appropriate training records for assigned personnel are current as required.

WEB-PAGE ACCESS TO DOCUMENTS:

As of this date documents that contain complete description and explanation of the new Fire & Rescue Division Haz-Mat Team Typing Re-Inspection Program, each as reviewed individually below, include guidelines, information and instructions as how to request for and participate in the HMRT Team Typing Re-Inspection. These documents have also been added to a new section on our web-page. Please visit the **“HazMat Team Typing – Re-Certification Inspection Documents”** section at:

<http://www.caloes.ca.gov/FireRescueSite/Pages/Team-Typing-Information.aspx>

DOCUMENTATION OF ORIGINAL INSPECTION:

A *“Certificate of Achievement”* shall be issued to verify and document the original (initial) Haz-Mat Resource Typing status awarded (Type 1, Type 2, Type 3). Certificates shall be numbered in chronological order of certification date. For example, Certificate # **OR-2006-88**, **OR** indicates it is documenting the original inspection, awarded in year **2006**, and consecutive number is **#88**. The Certificate shall indicate it is the “Original”.

INVITATION TO PARTICIPATE IN RE-INSPECTION PROGRAM:

A letter will be sent to all fire agencies announcing the introduction of the 5 year cycle Haz-Mat company typing re-certification program. It will be issued by the Chief of the Fire & Rescue Division and will invite and encourage agencies to participate in the re-certification program. A sample copy of that letter can be accessed on our web-site (noted above).

NOTIFICATION OF RE-INSPECTION DUE:

A letter *“Notification of Re-Inspection Due”* will be sent to each individual agency having had one or more of their Haz-Mat units successfully pass a Haz-Mat Team Typing Inspection, and it will include the expiration date of the previous inspection. It will be issued by the Assistant Chief of Special Operations, Fire & Rescue Division. It will be used as a reminder that a five-year cycle re-certification inspection is due, should the agency decide to continue to participate in the Haz-Mat Team Typing project. It will also provide additional information regarding the steps to be taken. A sample copy of that letter can be accessed on our web-site (noted above).

REQUESTING A RE-INSPECTION:

Upon notification that a Haz-Mat Team Typing re-inspection is due and should be arranged, the agency to whom the original typing certification was awarded has one (1) year to reply to the letter of notification, and request for a Haz-Mat Company Typing re-inspection. The re-inspection shall take place within this one year timeframe (a one year window). Please refer to *Bulletin # 35 – “HMRT Resource Typing Re-Inspection Program – Recertification Procedure”* for a full explanation of the step-by-step procedure.

If a Hazardous Materials Company Typing re-inspection is not requested within this one year window, the designated Team Typing (Type 1, Type 2, or Type 3) certification will be in default and become invalid. In order to regain a full bonafide company typing status, a full and complete on-site inspection must be requested, and administered by the Fire & Rescue Division, Hazardous Materials Section of Cal OES.

OPPORTUNITY TO UPGRADE CERTIFICATION STATUS:

If, at the time of a re-inspection, a Haz-Mat team wishes to upgrade their typing status (from Type 3 to Type 2, or from Type 2 to Type 1), there will be one additional step to follow. Please refer to *Bulletin # 35* for an explanation.

FREQUENCY OF RE-INSPECTIONS:

After the initial (original) Team Typing inspection, all subsequent Haz-Mat Company Typing re-inspections will be based upon an approximate 5-year cycle. Re-inspections will be due approximately every five (5) years.

DOCUMENTATION OF EACH RE-INSPECTION:

A “*Certificate of Achievement*” shall be issued to each agency to verify and document the recertification of the specified Haz-Mat Company Typing status. Certificates shall be numbered in chronological order of issue. For example, Re-Certification # **RE-2015-060** was awarded in year **2015**, consecutive number is **#060**, and **RE** designates “Recertification” inspection. The Certificate shall indicate it is a “Re-Cert” and it will be valid for five (5) years from the official documented recertification issue date.

A facsimile copy of the re-inspection “*Certificate of Achievement*” can be accessed on our web-site (noted above).

WHAT DO WE DO NEXT?

If you received the “*Notification of Re-Inspection Due*” letter, follow the steps as indicated, complete a new “Point-Of-Contact” letter, and return the requested information.

- Or –

If your re-inspection is coming up in a few months, download, read, and follow the steps as outlined in Bulletin #35 – “*HMRT Resource Typing Re-Inspection Program – Recertification Procedure*”.

FOR MORE INFORMATION:

Use our “new” generic e-mail address: hazmat@caloes.ca.gov

It will be received by all members of our Inspection Team. This will insure a more swift and timely reply.

Or, you can always call direct:

Jan Dunbar	916-845-8483
Trevor Anderson	916-845-8788
Jack Harrah	916-845-8759
Brian Abeel	916-845-8768