

California Hazardous Materials Inventory Reporting Form-Chemical Description Page

(1) [] ADD [] DELETE [X] REVISE

PAGE (2) **4** OF (3) **6**

BUSINESS NAME (4) **Toyota Place**
 CHEMICAL LOCATION (5) **Compressor Room**
 MAP # (6) **1** GRID # (7) **H6**

CHEMICAL NAME (8) **Base Lubricating Oils** TRADE SECRET (11) Y N
 COMMON NAME (9) **Motor, Transmission & Gear Oil** EHS (12) Y N
 CAS (13) **Mixture** IF EHS BOX IS "Y" ALL AMOUNTS MUST BE IN LBS
 FIRE CODE HAZARD CLASSES* (13) **HC: CL DOT: UN1270**

*COMPLETE BLOCK (13) IF REQUESTED BY THE LOCAL FIRE CHIEF-REFER TO INSTRUCTIONS.

TYPE (14) PURE MIXTURE WASTE RADIOACTIVE (15) Y N (16)

PHYSICAL STATE (17) SOLID LIQUID GAS μCURIES

HAZARD CATEGORIES (18) FIRE REACTIVE PRESSURE RELEASE ACUTE HEALTH CHRONIC HEALTH

STATE WASTE CODE (19) UNITS (22) GAL CU FT LBS TONS MAX DAILY AMT (23) **1700**

DAYS ON SITE (20) **365** If EHS amounts must be in lb. AVG DAILY AMT (24) **1000**

LARGEST CONTAINER (21) **500** ANNUAL WASTE AMT (25)

STORAGE CONTAINER (26) ABOVE GROUND TANK CAN BOX TANK WAGON
 UNDER GROUND TANK CARBOY CYLINDER RAIL CAR
 TANK INSIDE BUILDING SILO GLASS BOTTLE
 STEEL DRUM FIBER DRUM TOTE BIN

STORAGE PRESSURE (27) AMBIENT ABOVE AMBIENT BELOW AMBIENT

STORAGE TEMPERATURE (28) AMBIENT ABOVE AMBIENT BELOW AMBIENT CRYOGENIC

(29) %WT	(30) HAZARDOUS COMPONENT	(31) EHS	(32) CAS#
1 95	Parafinic Petroleum Distillates	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	64742-7750
2 5	Additives	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	
3		<input type="checkbox"/> Y <input type="checkbox"/> N	
4		<input type="checkbox"/> Y <input type="checkbox"/> N	
5		<input type="checkbox"/> Y <input type="checkbox"/> N	

(33) **ADDITIONAL LOCALLY COLLECTED INFORMATION**

- (a) IS THIS MATERIAL OR ANY OF ITS COMPONENTS A CARCINOGEN? Y N (REFER TO ATTACHMENT B)
 (b) IS THIS MATERIAL PREPACKAGED FOR RETAIL SALE? Y N
 (c) IS THIS MATERIAL A COMMERCIAL GRADE PESTICIDE? Y N
 (d) IF THIS MATERIAL IS RADIOACTIVE, WHAT TYPE OF EMITTER IS IT? ALPHA BETA GAMMA
 (e) HOW IS THE MATERIAL DISPOSED OF? (Refer to Table #2, page 19 of the green pages)
 (f) IS A WASTE PRODUCED OR LEFT OVER AFTER PROCESSING? Y N
 (g) HOW IS THE MATERIAL USED/WHAT IS THE MATERIAL USED FOR? **Lubricant in Autos**

FOR OFFICE USE ONLY	<input type="checkbox"/> UNDER	CARC EXP	<input type="checkbox"/> 1
	<input type="checkbox"/> COMB	RAD HTX	<input type="checkbox"/> 2
	<input type="checkbox"/> EXEMPT	CGP RS	<input type="checkbox"/> 3

Product Name: TOYOTA GENUINE MOTOR OIL 10W-30
Revision Date: 15Dec2004
Page 1 of 9

MATERIAL SAFETY DATA SHEET

SECTION 1 PRODUCT AND COMPANY IDENTIFICATION

PRODUCT

Product Name: TOYOTA GENUINE MOTOR OIL 10W-30
Product Description: Base Oil and Additives
Product Code: 476846-00, 972802
Intended Use: Engine oil

COMPANY IDENTIFICATION

Supplier: EXXON MOBIL CORPORATION
3225 GALLOWS RD.
FAIRFAX, VA. 22037 USA

24 Hour Health Emergency 609-737-4411
Transportation Emergency Phone 800-424-9300
ExxonMobil Transportation No. 281-834-3296
MSDS Requests 713-613-3661
Product Technical Information 800-662-4525, 800-947-9147
MSDS Internet Address <http://www.exxon.com>, <http://www.mobil.com>

SECTION 2 COMPOSITION / INFORMATION ON INGREDIENTS

Reportable Hazardous Substance(s) or Complex Substance(s)

Name	CAS#	Concentration*
ZINC ALKYL DITHIOPHOSPHATE	68649-42-3	1 - 5%

* All concentrations are percent by weight unless material is a gas. Gas concentrations are in percent by volume.

SECTION 3 HAZARDS IDENTIFICATION

This material is not considered to be hazardous according to regulatory guidelines (see (M)SDS Section 15).

POTENTIAL HEALTH EFFECTS

Low order of toxicity. Excessive exposure may result in eye, skin, or respiratory irritation. High-pressure injection under skin may cause serious damage.

ENVIRONMENTAL HAZARDS

Harmful to aquatic organisms, may cause long-term adverse effects in the aquatic environment.

NFPA Hazard ID: Health: 0 Flammability: 1 Reactivity: 0
HMIS Hazard ID: Health: 0 Flammability: 1 Reactivity: 0

NOTE: This material should not be used for any other purpose than the intended use in Section 1 without expert advice. Health studies have shown that chemical exposure may cause potential human health risks which may vary from person to person.

Product Name: TOYOTA GENUINE MOTOR OIL 10W-30

Revision Date: 15Dec2004

Page 2 of 9

SECTION 4 FIRST AID MEASURES

INHALATION

Remove from further exposure. For those providing assistance, avoid exposure to yourself or others. Use adequate respiratory protection. If respiratory irritation, dizziness, nausea, or unconsciousness occurs, seek immediate medical assistance. If breathing has stopped, assist ventilation with a mechanical device or use mouth-to-mouth resuscitation.

SKIN CONTACT

Wash contact areas with soap and water. If product is injected into or under the skin, or into any part of the body, regardless of the appearance of the wound or its size, the individual should be evaluated immediately by a physician as a surgical emergency. Even though initial symptoms from high pressure injection may be minimal or absent, early surgical treatment within the first few hours may significantly reduce the ultimate extent of injury.

EYE CONTACT

Flush thoroughly with water. If irritation occurs, get medical assistance.

INGESTION

First aid is normally not required. Seek medical attention if discomfort occurs.

SECTION 5 FIRE FIGHTING MEASURES

EXTINGUISHING MEDIA

Appropriate Extinguishing Media: Use water fog, foam, dry chemical or carbon dioxide (CO₂) to extinguish flames.

Inappropriate Extinguishing Media: Straight Streams of Water

FIRE FIGHTING

Fire Fighting Instructions: Evacuate area. Prevent runoff from fire control or dilution from entering streams, sewers, or drinking water supply. Firefighters should use standard protective equipment and in enclosed spaces, self-contained breathing apparatus (SCBA). Use water spray to cool fire exposed surfaces and to protect personnel.

Hazardous Combustion Products: Smoke, Fume, Aldehydes, Sulfur oxides, Oxides of carbon, Incomplete combustion products

FLAMMABILITY PROPERTIES

Flash Point [Method]: >200°C (392°F) [ASTM D-92]

Flammable Limits (Approximate volume % in air): LEL: 0.9 UEL: 7.0

Autoignition Temperature: N/D

SECTION 6 ACCIDENTAL RELEASE MEASURES

NOTIFICATION PROCEDURES

In the event of a spill or accidental release, notify relevant authorities in accordance with all applicable regulations. U.S. regulations require reporting releases of this material to the environment which exceed the

reportable quantity or oil spills which could reach any waterway including intermittent dry creeks. The National Response Center can be reached at (800)424-8802.

SPILL MANAGEMENT

Land Spill: Stop leak if you can do it without risk. Recover by pumping or with suitable absorbent.

Water Spill: Confine the spill immediately with booms. Stop leak if you can do it without risk. Warn other shipping. Remove from the surface by skimming or with suitable absorbents. Seek the advice of a specialist before using dispersants.

Water spill and land spill recommendations are based on the most likely spill scenario for this material; however, geographic conditions, wind, temperature, (and in the case of a water spill) wave and current direction and speed may greatly influence the appropriate action to be taken. For this reason, local experts should be consulted. Note: Local regulations may prescribe or limit action to be taken.

ENVIRONMENTAL PRECAUTIONS

Prevent entry into waterways, sewers, basements or confined areas. Large Spills: Dike far ahead of liquid spill for later recovery and disposal.

SECTION 7	HANDLING AND STORAGE
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HANDLING

Avoid contact with used product. Prevent small spills and leakage to avoid slip hazard.

Static Accumulator: This material is a static accumulator.

STORAGE

Do not store in open or unlabelled containers.

SECTION 8	EXPOSURE CONTROLS / PERSONAL PROTECTION
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Exposure limits/standards for materials that can be formed when handling this product: When mists / aerosols can occur, the following are recommended: 5 mg/m³ - ACGIH TLV, 10 mg/m³ - ACGIH STEL, 5 mg/m³ - OSHA PEL.

NOTE: Limits/standards shown for guidance only. Follow applicable regulations.

ENGINEERING CONTROLS

The level of protection and types of controls necessary will vary depending upon potential exposure conditions. Control measures to consider:

No special requirements under ordinary conditions of use and with adequate ventilation.

PERSONAL PROTECTION

Personal protective equipment selections vary based on potential exposure conditions such as applications,

Product Name: TOYOTA GENUINE MOTOR OIL 10W-30

Revision Date: 15Dec2004

Page 4 of 9

handling practices, concentration and ventilation. Information on the selection of protective equipment for use with this material, as provided below, is based upon intended, normal usage.

Respiratory Protection: If engineering controls do not maintain airborne contaminant concentrations at a level which is adequate to protect worker health, an approved respirator may be appropriate. Respirator selection, use, and maintenance must be in accordance with regulatory requirements, if applicable. Types of respirators to be considered for this material include:

No special requirements under ordinary conditions of use and with adequate ventilation.

For high airborne concentrations, use an approved supplied-air respirator, operated in positive pressure mode. Supplied air respirators with an escape bottle may be appropriate when oxygen levels are inadequate, gas/vapor warning properties are poor, or if air purifying filter capacity/rating may be exceeded.

Hand Protection: Any specific glove information provided is based on published literature and glove manufacturer data. Work conditions can greatly effect glove durability; inspect and replace worn or damaged gloves. The types of gloves to be considered for this material include:

No protection is ordinarily required under normal conditions of use.

Eye Protection: If contact is likely, safety glasses with side shields are recommended.

Skin and Body Protection: Any specific clothing information provided is based on published literature or manufacturer data. The types of clothing to be considered for this material include:

No skin protection is ordinarily required under normal conditions of use. In accordance with good industrial hygiene practices, precautions should be taken to avoid skin contact.

Specific Hygiene Measures: Always observe good personal hygiene measures, such as washing after handling the material and before eating, drinking, and/or smoking. Routinely wash work clothing and protective equipment to remove contaminants. Discard contaminated clothing and footwear that cannot be cleaned. Practice good housekeeping.

ENVIRONMENTAL CONTROLS

See Sections 6, 7, 12, 13.

SECTION 9

PHYSICAL AND CHEMICAL PROPERTIES

Typical physical and chemical properties are given below. Consult the Supplier in Section 1 for additional data.

GENERAL INFORMATION

Physical State: Liquid
Color: Amber
Odor: Characteristic
Odor Threshold: N/D

IMPORTANT HEALTH, SAFETY, AND ENVIRONMENTAL INFORMATION

Relative Density (at 15 °C): 0.87
Flash Point [Method]: >200°C (392°F) [ASTM D-92]
Flammable Limits (Approximate volume % in air): LEL: 0.9 UEL: 7.0
Autoignition Temperature: N/D
Boiling Point / Range: N/D
Vapor Density (Air = 1): N/D

Product Name: TOYOTA GENUINE MOTOR OIL 10W-30

Revision Date: 15Dec2004

Page 5 of 9

Vapor Pressure: < 0.013 kPa (0.1 mm Hg) at 20°C
Evaporation Rate (n-butyl acetate = 1): N/D
pH: N/A
Log Pow (n-Octanol/Water Partition Coefficient): > 3.5
Solubility in Water: Negligible
Viscosity: 68 cSt (68 mm²/sec) at 40 °C | 10.5 cSt (10.5 mm²/sec) at 100°C
Oxidizing Properties: See Sections 3, 15, 16.

OTHER INFORMATION

Freezing Point: N/D

Melting Point: N/A

Pour Point: -24°C (-11°F)

DMSO Extract (mineral oil only), IP-346: < 3 %wt

SECTION 10 STABILITY AND REACTIVITY

STABILITY: Material is stable under normal conditions.

CONDITIONS TO AVOID: Excessive heat. High energy sources of ignition.

MATERIALS TO AVOID: Strong oxidizers

HAZARDOUS DECOMPOSITION PRODUCTS: Material does not decompose at ambient temperatures.

HAZARDOUS POLYMERIZATION: Will not occur.

SECTION 11 TOXICOLOGICAL INFORMATION

ACUTE TOXICITY

Route of Exposure	Conclusion / Remarks
Inhalation	
Toxicity (Rat): LC50 > 5000 mg/m ³	Minimally Toxic. Based on test data for structurally similar materials.
Irritation: No end point data.	Negligible hazard at ambient/normal handling temperatures. Based on assessment of the components.
Ingestion	
Toxicity (Rat): LD50 > 2000 mg/kg	Minimally Toxic. Based on test data for structurally similar materials.
Skin	
Toxicity (Rabbit): LD50 > 2000 mg/kg	Minimally Toxic. Based on test data for structurally similar materials.
Irritation (Rabbit): Data available.	Negligible irritation to skin at ambient temperatures. Based on test data for structurally similar materials.
Eye	
Irritation (Rabbit): Data available.	May cause mild, short-lasting discomfort to eyes. Based on test data for structurally similar materials.

CHRONIC/OTHER EFFECTS

For the product itself:

Diesel engine oils: Not carcinogenic in animals tests. Used and unused diesel engine oils did not produce any

Product Name: TOYOTA GENUINE MOTOR OIL 10W-30

Revision Date: 15Dec2004

Page 6 of 9

carcinogenic effects in chronic mouse skin painting studies.

Oils that are used in gasoline engines may become hazardous and display the following properties: Carcinogenic in animal tests. Caused mutations in vitro. Possible allergen and photoallergen. Contains polycyclic aromatic compounds (PAC) from combustion products of gasoline and/or thermal degradation products.

Contains:

Base oil severely refined: Not carcinogenic in animal studies. Representative material passes IP-346, Modified Ames test, and/or other screening tests. Dermal and inhalation studies showed minimal effects; lung non-specific infiltration of immune cells, oil deposition and minimal granuloma formation. Not sensitizing in test animals.

Additional information is available by request.

The following ingredients are cited on the lists below: None.

1 = NTP CARC
2 = NTP SUS

--REGULATORY LISTS SEARCHED--

3 = IARC 1
4 = IARC 2A

5 = IARC 2B
6 = OSHA CARC

SECTION 12

ECOLOGICAL INFORMATION

The information given is based on data available for the material, the components of the material, and similar materials.

ECOTOXICITY

Material -- Expected to be harmful to aquatic organisms. May cause long-term adverse effects in the aquatic environment.

MOBILITY

Base oil component -- Low solubility and floats and is expected to migrate from water to the land. Expected to partition to sediment and wastewater solids.

PERSISTENCE AND DEGRADABILITY

Biodegradation:

Base oil component -- Expected to be inherently biodegradable

BIOACCUMULATION POTENTIAL

Base oil component -- Has the potential to bioaccumulate, however metabolism or physical properties may reduce the bioconcentration or limit bioavailability.

SECTION 13

DISPOSAL CONSIDERATIONS

Disposal recommendations based on material as supplied. Disposal must be in accordance with current applicable laws and regulations, and material characteristics at time of disposal.

Product Name: TOYOTA GENUINE MOTOR OIL 10W-30

Revision Date: 15Dec2004

Page 7 of 9

DISPOSAL RECOMMENDATIONS

Product is suitable for burning in an enclosed controlled burner for fuel value or disposal by supervised incineration at very high temperatures to prevent formation of undesirable combustion products.

REGULATORY DISPOSAL INFORMATION

RCRA Information: The unused product, in our opinion, is not specifically listed by the EPA as a hazardous waste (40 CFR, Part 261D), nor is it formulated to contain materials which are listed as hazardous wastes. It does not exhibit the hazardous characteristics of ignitability, corrosivity or reactivity and is not formulated with contaminants as determined by the Toxicity Characteristic Leaching Procedure (TCLP). However, used product may be regulated.

Empty Container Warning PRECAUTIONARY LABEL TEXT: Empty containers may retain residue and can be dangerous. DO NOT PRESSURIZE, CUT, WELD, BRAZE, SOLDER, DRILL, GRIND OR EXPOSE SUCH CONTAINERS TO HEAT, FLAME, SPARKS, STATIC ELECTRICITY, OR OTHER SOURCES OF IGNITION; THEY MAY EXPLODE AND CAUSE INJURY OR DEATH. Do not attempt to refill or clean container since residue is difficult to remove. Empty drums should be completely drained, properly bunged and promptly returned to a drum reconditioner. All containers should be disposed of in an environmentally safe manner and in accordance with governmental regulations.

SECTION 14

TRANSPORT INFORMATION

LAND (DOT) : Not Regulated for Land Transport

LAND (TDG) : Not Regulated for Land Transport

SEA (IMDG) : Not Regulated for Sea Transport according to IMDG-Code

AIR (IATA) : Not Regulated for Air Transport

SECTION 15

REGULATORY INFORMATION

OSHA HAZARD COMMUNICATION STANDARD: When used for its intended purposes, this material is not classified as hazardous in accordance with OSHA 29 CFR 1910.1200.

NATIONAL CHEMICAL INVENTORY LISTING: DSL, ENCS, KECI, TSCA

Special Cases:

Inventory	Status
ELINCS	Restrictions Apply

EPCRA: This material contains no extremely hazardous substances.

SARA (311/312) REPORTABLE HAZARD CATEGORIES: None.

SARA (313) TOXIC RELEASE INVENTORY:

Chemical Name	CAS Number	Typical Value
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Product Name: TOYOTA GENUINE MOTOR OIL 10W-30

Revision Date: 15Dec2004

Page 8 of 9

ZINC ALKYL DITHIOPHOSPHATE	68649-42-3	1 - 5%
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The Following Ingredients are Cited on the Lists Below:

Chemical Name	CAS Number	List Citations
DIPHENYLAMINE	122-39-4	5, 9, 18
ZINC ALKYL DITHIOPHOSPHATE	68649-42-3	13, 15, 17

--REGULATORY LISTS SEARCHED--

1 = ACGIH ALL	6 = TSCA 5a2	11 = CA P65 REPRO	16 = MN RTK
2 = ACGIH A1	7 = TSCA 5e	12 = CA RTK	17 = NJ RTK
3 = ACGIH A2	8 = TSCA 6	13 = IL RTK	18 = PA RTK
4 = OSHA Z	9 = TSCA 12b	14 = LA RTK	19 = RI RTK
5 = TSCA 4	10 = CA P65 CARC	15 = MI 293	

Code key: CARC=Carcinogen; REPRO=Reproductive

SECTION 16	OTHER INFORMATION
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N/D = Not determined, N/A = Not applicable

THIS SAFETY DATA SHEET CONTAINS THE FOLLOWING REVISIONS:

Revision Changes:

Section 06: Accidental Release - Spill Management - Water was modified.

Section 15: List Citations Table was modified.

Section 16: Disclaimer was modified.

Section 16: MSN, MAT ID was modified.

Section 03: Environmental Hazard was added.

Section 03: Environmental Hazard - Header was added.

Section 12: Ecological Information - Acute Aquatic Toxicity was added.

Section 12: Ecological Information - Acute Aquatic Toxicity was added.

Section 12: Ecological Information - Acute Aquatic Toxicity was deleted.

Section 12: Ecological Information - Acute Aquatic Toxicity was deleted.

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Internal Use Only

MHC: 0, 0, 0, 0, 0, 0

PPEC: A

DGN: 2004570XUS (1008040)



Product Name: TOYOTA GENUINE MOTOR OIL 10W-30
Revision Date: 15Dec2004
Page 9 of 9

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California Hazardous Materials Inventory Reporting Form-Chemical Description Page

(1) ADD DELETE REVISE

PAGE (2) OF (3)

BUSINESS NAME (4)
 CHEMICAL LOCATION (5)
 MAP # (6) GRID # (7)

CHEMICAL NAME (8) TRADE SECRET (11) Y N
 COMMON NAME (9) EHS (12) Y N
 CAS (13)
 FIRE CODE HAZARD CLASSES* (13)
 IF EHS BOX IS "Y" ALL AMOUNTS MUST BE IN LBS

*COMPLETE BLOCK (13) IF REQUESTED BY THE LOCAL FIRE CHIEF-REFER TO INSTRUCTIONS.
 TYPE (14) PURE MIXTURE WASTE RADIOACTIVE (15) Y N (16)

PHYSICAL STATE (17) SOLID LIQUID GAS μCURIES

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DAYS ON SITE (20) If EHS amounts must be in lb. AVG DAILY AMT (24)

LARGEST CONTAINER (21) ANNUAL WASTE AMT (25)

STORAGE CONTAINER (26) ABOVE GROUND TANK CAN BOX TANK WAGON
 UNDER GROUND TANK CARBOY CYLINDER RAIL CAR
 TANK INSIDE BUILDING SILO GLASS BOTTLE PLASTIC BOTTLE
 STEEL DRUM FIBER DRUM TOTE BIN

STORAGE PRESSURE (27) AMBIENT ABOVE AMBIENT BELOW AMBIENT

STORAGE TEMPERATURE (28) AMBIENT ABOVE AMBIENT BELOW AMBIENT CRYOGENIC

(29) %WT	(30) HAZARDOUS COMPONENT	(31) EHS	(32) CAS#
1	Ethylene Glycol	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	107-21-1
2	Phosphates	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	7758-11-4
3	Proprietary Additives	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	Mixture
4		<input type="checkbox"/> Y <input type="checkbox"/> N	
5		<input type="checkbox"/> Y <input type="checkbox"/> N	

(33) ADDITIONAL LOCALLY COLLECTED INFORMATION

- (a) IS THIS MATERIAL OR ANY OF ITS COMPONENTS A CARCINOGEN? Y N (REFER TO ATTACHMENT B)
- (b) IS THIS MATERIAL PREPACKAGED FOR RETAIL SALE? Y N
- (c) IS THIS MATERIAL A COMMERCIAL GRADE PESTICIDE? Y N
- (d) IF THIS MATERIAL IS RADIOACTIVE, WHAT TYPE OF EMITTER IS IT? ALPHA BETA GAMMA
- (e) HOW IS THE MATERIAL DISPOSED OF? (Refer to Table #2, page 19 of the green pages)
- (f) IS A WASTE PRODUCED OR LEFT OVER AFTER PROCESSING? Y N
- (g) HOW IS THE MATERIAL USED/WHAT IS THE MATERIAL USED FOR?

FOR OFFICE USE ONLY	<input type="checkbox"/> UNDER	CARC EXP	<input type="checkbox"/> 1
	<input type="checkbox"/> COMB	RAD HTX	<input type="checkbox"/> 2
	<input type="checkbox"/> EXEMPT	CGP RS	<input type="checkbox"/> 3

**GARDEN GROVE, CALIFORNIA
HAZARDOUS MATERIALS DISCLOSURE PROGRAM
BUSINESS EMERGENCY PLAN**

Notifications

A handler of hazardous materials is required to immediately report any release or threatened release of a hazardous material to the Garden Grove Fire Department. Failure to do so may result in criminal and/or civil prosecution.

Required Notifications

In the event of a release or threatened release of hazardous materials, it is state law to notify each of the following agencies:

Agency

Garden Grove Fire Department, Police, Paramedics
Office of Emergency Services (OES)
National Response center

Phone Numbers

911
(800) 852-7550 or (916) 427-4341
(800) 424-8802

Individual(s) Responsible for Calling These Agencies
Pat Petty and Ray Daniels

- Provide the following information when you call:
- Name of person and business
- Business street address
- Location of the incident
- Type of incident (spill, gas release, etc.)
- The name(s) of the chemical substance(s) involved
- The amount of the chemical substances involved
- The extent of injuries, if any.
- Extent of injuries
- Possible hazards to human health and/or the environment
- Emergency call-back phone number () _____

If a chemical spill or release at your facility could create a toxic cloud or a liquid stream that could drift beyond your facility, then, identify nearby facilities that could be in imminent danger.

To the North

Facility Residential Phone () 911
Facility _____ Phone () _____

To the South

Facility South Freeway 22 Phone () _____
Facility _____ Phone () _____

To the East

Facility Toyota Place Used Cars Phone (714) 537-0900
Facility _____ Phone () _____

To the South

Facility Power Ford Phone (714) 891-4141
Facility _____ Phone () _____

GARDEN GROVE, CALIFORNIA
HAZARDOUS MATERIALS DISCLOSURE PROGRAM
BUSINESS EMERGENCY PLAN

Emergency Notifications

1. Hazardous Waste contractor
Name Asbury Environmental Services Phone (310) 886-3400

2. Insurance Company
Name American Eagle Phone (800) 310-0310

- Poison Control Center – 24 Hour 1 (800) 876-4766

Evacuation Plans and Procedures

Evacuation Alarms – Describe the type of alarm signals that will be used to start an evacuation at the facility: (Vocal, paging system, manual alarm, etc.)

Via shouting or by the dealership public address system.

Evacuation Drills

Evacuation drill and records proving you have held such drills are required by California law. The drill record does NOT have to be provided to the Fire Department with this business plan, but shall be maintained for a period of three years and shall be available for review by Fire Department personnel. The record shall include the facilitator's name, title, facility location, date of drill, and the signature of the facilitator. For your convenience, a form for recording list information is included with this packet. Make additional copies, as needed.

The following four forms:

- A. Evacuation Drill Record
- B. Emergency Coordinator Task Completion Sheet
- C. Emergency Chemical Disclosure Form
- D. Training Record

These forms are designed to assist you in organizing, planning and maintaining permanent records. They are to be retained at the business, and may be requested by emergency responders upon their arrival or during your annual fire inspection.

GARDEN GROVE, CALIFORNIA
HAZARDOUS MATERIALS DISCLOSURE PROGRAM
BUSINESS EMERGENCY PLAN

Describe the evacuation routes, emergency exits, and staging areas for employees in each work area at the facility. (A "staging area" is a specific location where your personnel meet after an evacuation, where you make sure everyone got out safely).

1. Working area: Service Area
Evacuation route: Through the service drive and parking lot.
Emergency exits: Nearest available exit
Staging area: East service parking lot

2. Working area: Parts Department
Evacuation route: Through the service drive and parking lot.
Emergency exits: Nearest available exit
Staging area: Same as above

3. Working area: Service Offices
Evacuation route: Through the service drive and parking lot.
Emergency exits: Nearest available exit
Staging area: Same as above

4. Working area: Business Office
Evacuation route: Through the service drive and parking lot.
Emergency exits: Nearest available exit
Staging area: Same as above

5. Working area: Showroom
Evacuation route: Through the service drive and parking lot.
Emergency exits: Nearest available exit
Staging area: Same as above

GARDEN GROVE, CALIFORNIA
HAZARDOUS MATERIALS DISCLOSURE PROGRAM
BUSINESS EMERGENCY PLAN

Employee Responsibilities:

Every business is required to develop an emergency plan. Part of this plan shall include the pre-assignment of important emergency duties to specific employees, and training of employees to carry out these emergency duties. Provide this information below for those employees who will carry out the emergency duties.

Job Title: Environmental Compliance Coordinator

Emergency Functions(s)

- a. Preparation of dealership business emergency plan.
- b. Employee emergency response training.
- c. Ensuring availability of material safety data sheets.
- d. _____

Job Title: Evacuation Supervisor

Emergency Functions(s)

- a. Determine if evacuation is necessary.
- b. Order evacuation of the dealership.
- c. Supervise proper securing of building (utilities, windows, etc.)
- d. Ensure emergency response unit (fire, medical, etc.) are called.
- e. Account for dealership personnel at staging area.

Job Title: On-Scene Supervisor (Hazardous Materials Release)

Emergency Functions(s)

- a. Spill containment and cleanup.
- b. Emergency notification.
- c. Coordination with assisting/responding agencies.
- d. _____

Job Title: _____

Emergency Functions(s)

- a. _____
- b. _____
- c. _____
- d. _____

GARDEN GROVE, CALIFORNIA
HAZARDOUS MATERIALS DISCLOSURE PROGRAM
BUSINESS EMERGENCY PLAN

Training

Every Business handling hazardous materials above the minimum limits shall provide training for their employees in the following area:

- A. Method for safe handling of hazardous materials.
- B. Procedures for notification and coordination with emergency agencies, in the event of a spill or threatened spill.
- C. Use of emergency response equipment and supplies under the control of the handler.
- D. Emergency mitigation procedures in response to a release or threatened release hazardous material.
- E. Tasks assigned to employees in the event of a hazardous materials emergency.
- F. Evacuation procedures.

Describe the type of training programs you either are currently using or use during the next year to provide the required employee training.

- Initially for all new employees

New employees receive training before their initial work assignment on the following:

- A. *Injury and Illness Prevention*
 1. *Safety Policies*
 2. *Safety Rules*
 3. *Employee Responsibilities*
 4. *Hazard Reporting*
- B. *Emergency Response Training*
 1. *Emergency Response Plan*
 2. *Emergency Evacuation Map*

- Annual refresher courses for all employees

Same as above.

All employees are trained in the following procedures:

- Internal alarm/notification (verbal)

A. *If not an immediate evacuation, employees are trained to:*

1. *Secure all hazardous material containers*
2. *Shut off all ignition sources*
3. *Close all doors*
4. *Shut down utilities*
5. *Lower hydraulic hoists to ground level*

B. *Immediate evacuation, employees are trained to evacuate and to notify all non-employees to evacuate the building.*

- Evacuation/reentry procedures and assembly locations

Employees are trained to assemble at the evacuation staging area as indicated on the evacuation map until told by local agencies it is safe to reenter.

- Location and content of the emergency response plan

Employees are informed that the emergency response plan is kept in the Shop Manager's Office.

In addition, all employees who handle hazardous materials are annually trained in the following:

- Safe methods for handling and storage of hazardous materials
*Must have a written Hazard Communication Program.
Hazardous substances are properly labeled, sealed, and contained.
Inventory is complete with copies of the MSDS's for each hazardous material and is accessible to all employees.*
- Location and proper use of fire and spill control equipment
*Employees are informed of the location of the fire and spill control equipment.
Employees are trained on proper use of fire and spill control equipment.*
- Proper use of personal protective equipment
Teach the importance and use of each appropriate personal protective equipment (safety gloves, glasses, respirators, etc.).
- Specific hazards of each chemical to which they may be exposed, including the pathways of exposure (i.e., skin absorption, inhalation, ingestion).
*Identify the most commonly used hazardous materials (components) used at the facility.
Identify physical properties.
Identify primary hazards.
Identify methods of immediate treatment.*

Emergency response team members are additionally trained in the following procedures and will act as a liaison for the fire department.

- Personnel rescue procedures
Take headcount; inform fire dept of unaccounted for personnel.
- Shutdown of operations
Identify potentially hazardous leaks and spills, report to the local fire department and Office of Emergency Services (800) 852-7550.
- Use, maintenance, and replacement of emergency response equipment
*Check first aid kit on a periodic basis; replace first aid items as needed.
Inspect fire extinguishers and sprinklers on a monthly basis (as required by the local fire code).*
- Refresher training
Provided annually.
- Emergency response drills
Annual practice drills are recommended.

The following training records are maintained for each employee

Facility follows training recordkeeping procedures as recommended by the state codes.

- Verification of date the training was conducted
- Current (to be maintained until facility closure) and former employees' training records (held for three years after job termination)
- Description of introductory and continuing training

GARDEN GROVE, CALIFORNIA
 HAZARDOUS MATERIALS DISCLOSURE PROGRAM
 BUSINESS EMERGENCY PLAN

Prevention

Part of the emergency pre-planning process is to identify potential hazards BEFORE an emergency, then either eliminate the hazard (if feasible) or prepare to handle the hazard should an emergency occur. To help you in this task, the form below is designed to help you identify potential hazards and to plan for minimizing the hazard. Complete this information for each hazardous materials storage location within your facility.

<u>Hazardous Materials Storage Location</u>	<u>Preventative Measure</u>
1. <u>Parts Department</u>	<u>Nearly all stored in small containers</u> <u>(< gal) inside storage on concrete surface</u> <u>with concrete entry.</u>
2. <u>Lube Oil Storage</u>	<u>Very high flash material, inside</u> <u>Storage on concrete surface.</u>
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____

Comments relating to the listed storage areas:

1. Hazardous substances are labeled pre Hazard Communication Program.
2. Material Safety Data Sheets are available for hazardous substances on site.
3. The following emergency equipment is located throughout: fire extinguishers, absorbent snakes, and first aid kits.

Prevention Measures to be taken at this location:

A. _____

Estimated date of completion: _____

Actual date of completion: _____

GARDEN GROVE, CALIFORNIA
HAZARDOUS MATERIALS DISCLOSURE PROGRAM
BUSINESS EMERGENCY PLAN

A BUSINESS IS REQUIRED BY LAW TO NOTIFY THE GARDEN GROVE FIRE DEPARTMENT WITHIN 30 DAYS OF ANY OF THE FOLLOWING EVENTS:

1. Change of business address.
2. Change of business ownership.
3. Change of business name.
4. Cessation of business operation (quitting business).
5. Use or handling of a previously undisclosed hazardous material.
6. A 100% increase in the quantity of a previously disclosed hazardous material.

IN ADDITION, IF A BUSINESS HANDLES EXTREMELY (ACUTELY) HAZARDOUS MATERIALS, THE BUSINESS MUST NOTIFY THE GARDEN GROVE FIRE DEPARTMENT WITHIN 30 DAYS OF ANY OF THE FOLLOWING EVENTS:

1. A modification, change, or addition to your facility which either increases your usage of extremely hazardous materials by 10% or greater, or substantially increases the risk in handling extremely hazardous materials at that address.

Your business is required by State law to retain a copy of this entire Business Plan, chemical inventory, material safety data sheets and site maps, for review by Fire Department personnel. State where your disclosure and Emergency Business Plan will be kept.

_____ In the Service Managers Office _____

Show location on site map, also using symbol in the legend.

Note: A fee is charged for a replacement copy from the Garden Grove Fire Department.

I CERTIFY, UNDER PENALTY OF PERJURY, THAT THE ENCLOSED INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Signature:  _____

Name: Pat Petty

Title: Service Director

Date: _____