

Date

Owner

Name of Business

Street

Town, State, Zip Code

RE: Hazardous Materials Violations- Name of Business

Dear Owner,

On Date at Time, Name of Inspector, Title of Inspector, for the Town Board of Health, inspected the above referenced business to ensure compliance of the Town Hazardous Material Regulations. It was during this inspection that the following violations of the Town Hazardous Material Regulations were noted and are in need of correction:

VIOLATIONS

1. Emergency contingency plan not provided. Provide emergency contingency plan.

Code Reference Title, Section, states that “Every owner or operator of a commercial or industrial facility (including home occupations and agricultural and horticultural operations) using, manufacturing, storing, transporting, disposing, or discharging toxic and hazardous materials must develop a *Contingency Plan* that includes a spill control plan and a countermeasure plan. Plans must be readily available to the Board of Health and Fire Department and accessible during an emergency incident. These plans shall be periodically reviewed and updated as needed.”

2. No hazardous waste manifests provided. Hazardous wastes removed by an unlicensed hauler. Contact a hauler that is licensed for the removal of hazardous wastes. Maintain copies of all manifests.

Code Reference Title, Section, states in part that “Properly licensed as a carrier in accordance with the Massachusetts Hazardous Waste Management Act, MGL Chapter 21C, and meet all applicable local, state, and federal to hold Hazardous Waste on the premises for removal.”

Code Reference Title, Section, states in part that “Throughout the permit period, owners, users, generators, or operators shall keep all copies of all Hazardous Waste Transport Manifests on-site, as required under the Resource Conservation and Recovery Act, MGL Chapter 21C, and 315 CMR, section 2.04. If a hazardous waste generator is exempted from the manifest requirements sufficient proof of a proper disposal method shall be maintained.”

You are hereby ordered to correct **Violations 1 and 2** within **seven (7) days** of receipt of this letter. Failure to do so may result in a suspension of your Hazardous Material and Waste Permit.

Any person who violates any provision of the Town Hazardous Material Regulation may be punished, under Chapter 40 section 21D of the Massachusetts General Laws, by a fine no more than \$100 or by filing a criminal complaint.

Each day or portion thereof during which a violation continues shall constitute a separate offense; if more than one, each condition violated shall constitute separate offenses.

For instructions and guides for maintaining compliance, please visit our website at (URL Address).

If you have any questions concerning this matter, you may contact this office at (office phone number)

Sincerely,

Person
Title

cc: necessary person 1
 necessary person 2