



## California Accidental Release Prevention Program Deregistration

This document describes how to deregister a CalARP covered process with the State and/or Federal agencies.

### Background

Facilities with a listed regulated substance (e.g. chlorine, ammonia), in a process above a threshold quantity are required to comply with California Accidental Release Prevention Program requirements. This includes the submission of a Risk Management Plan (RMP) and the implementation of a Prevention Program. Some facilities subject to CalARP are also subject to the Federal Clean Air Act 112(r) Accident Prevention Program and they must send their RMPs to USEPA and to the local administering agency under CalARP. The major ways in which the State program differs from the Federal programs are 1) an additional California list (Table 3) with additional chemicals and lower thresholds and 2) the requirement for coordination with the CalARP administering agency (which in our case is the CUPA). The Prevention Program is required to be continuously implemented until there is no longer a covered process at the facility. Deregistration is the process to notify an agency that the formerly covered process is longer present at a stationary source.

The Risk Management Plan data elements include a registration. If a stationary source has a change in process that eliminates the regulated substance or reduces it below the corresponding thresholds, it must notify the applicable agencies. If the resulting process exceeds Table 3 (California) thresholds but is below USEPA thresholds, the owner/operator of the stationary source must still coordinate and update the RMP with the CUPA and must deregister with USEPA.

### To Deregister the RMP with USEPA

Follow instructions at [http://www.epa.gov/oem/content/rmp/rmp\\_correct.htm](http://www.epa.gov/oem/content/rmp/rmp_correct.htm). This includes submitting a letter to the RMP Reporting Center with the effective date of the deregistration (the date on which you facility was no longer covered by the RMP regulation). The letter should be signed by the owner or operator and include your RMP ID number (the 12-digit ID number assigned by EPA and given to you in the notification letter you received from the RMP Reporting Center regarding the submission status of your RMP. The RMP\*Submit software will generate the letter for you by running the de-register function (from the Main Menu).

### Current Mailing Address for RMP Reporting Center

Mail the signed letter to:

Risk Management Plan (RMP) Reporting Center  
P.O. Box 1515  
Lanham-Seabrook, Maryland 20703-1515

For courier and FedEx packages, the address is:

Risk Management Plan (RMP) Reporting Center  
c/o CSC  
Suite 300  
8400 Corporate Drive  
New Carrollton, MD 20785

### To Deregister the RMP with the CUPA

If you eliminate the regulated substance or reduce below California thresholds, send a cover letter describing the change along with a complete revised business plan. If the process was covered under the Federal Clean Air Act 112(r), also submit to the CUPA a copy of the deregistration letter sent to the RMP Reporting Center.

### To Change Process information with the CUPA

If you change your process, including a reduction to get below federal thresholds, you must submit a cover letter and a complete revised business plan. In your cover letter describe the process change and indicate whether this change constitutes a significant modification, whether it affects the program level, offsite consequences, or process hazards analysis, and how this change was managed within your Prevention Program. Modified processes are subject to a new RMP Review process. The business plan, cover letter, and deregistration letter will be reviewed to determine appropriate permit changes, and additional compliance actions necessary by the CUPA and the stationary source under CalARP.

### Other Emergency Planning

While your local Fire Dept receives the second copy of your business plan, if you haven't had a recent familiarization exercise, you may also want to directly inform their prevention and response personnel of the reduction/changes in the specific hazards at your facility.