

# Risk Management Plan Audit Program Emergency Response Program Checklist

This Risk Management Plan (RMP) Audit Program Checklist has been developed to ensure compliance with the Accidental Release Prevention requirements under Section 112(r) of the Clean Air Act (CAA), as amended in 1990. This checklist is sent to the Emergency Preparedness office to supplement a version of another checklist. This checklist asks for more detail about the Emergency Response Program associated with the RMP for a process at a RMP facility. The other checklist is sent to all contractors that currently operate or plan to add a facility that manufactures, processes, stores, or handles a regulated substance over the threshold quantity. This is sent when the facility is initially added to the RMP or the current RMP is modified and every five years from the initial addition or modification to the RMP to assess the applicability and compliance with RMP regulations.

## ***SECTION I: General Information***

- 1. Process: KSC Emergency Response**
- 2. Area: All Areas of KSC**
- 3. Current Regulated Substance: Methyl Hydrazine**

## ***SECTION II: Compliance Objectives***

The questions in this section refer to changes or modifications made to the process or operations in the areas that are currently part of the RMP. Please use yes or no answers to the questions and only expand on the answers where asked for or necessary. If the question does not pertain to your operations, please answer Not Applicable or N/A and explain why this is true.

### **1. Emergency Response Program**

- a) Does a written emergency response plan exist?  
**Please check one:**                      **Yes:**                       **No:**   
    If yes, please answer the rest of the questions in this section.  
    If no, please skip the rest of the section.
- b) Please submit the date of the most recent review to update the plan.  
**Please check one:**                      **Yes:**                       **No:**
- c) Is the process area included in and coordinated with the community emergency response plan developed under EPCRA?  
**Please check one:**                      **Yes:**                       **No:**
- d) Is the emergency response plan maintained at the site?  
**Please check one:**                      **Yes:**                       **No:**
- e) Does the program include procedures for the use of emergency response equipment and for its inspection, testing, and maintenance?  
**Please check one:**                      **Yes:**                       **No:**
- f) Does the program include training for all employees in relevant procedures?  
**Please check one:**                      **Yes:**                       **No:**   
    Please submit the date of the most recent emergency response training of employees.
- g) Does the program include procedures to ensure that employees are informed of changes?  
**Please check one:**                      **Yes:**                       **No:**
- h) Does the plan include procedures for informing the public and local agencies responsible for responding to accidental releases?  
**Please check one:**                      **Yes:**                       **No:**
- i) Has the information necessary for developing and implementing the community emergency response plan requested by the LEPC or emergency response officials been provided to the local emergency response officials?  
**Please check one:**                      **Yes:**                       **No:**

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- j) Does the plan include documentation of proper first-aid, emergency health care, and emergency medical treatment necessary to treat accidental human exposures?  
**Please check one:**                      **Yes:**                       **No:**
- k) Does the plan include specific actions, procedures, and measures to be taken in response to an accidental release of an RMP regulated substance?  
**Please check one:**                      **Yes:**                       **No:**
- l) Does the written plan comply with other Federal contingency plan regulations or is consistent with the approach in the National Response Team's Integrated Contingency Plan Guidance ("One Plan")?  
**Please check one:**                      **Yes:**                       **No:**

### *SECTION III: Responsible Personnel Concurrence*

I have reviewed the information contained herein, verified that it is accurate and complete, and hereby submit it to the KSC Environmental Program Branch (EPB) for review and possible revision to the RMP.

Name: \_\_\_\_\_ Mail Code: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_