

**CONSOLIDATED CONTINGENCY PLAN****SITE MAP**

A site plan and storage map must be included with your Contingency Plan. For relatively small facilities, these documents may be combined into one drawing. Since these drawings are intended for use in emergency response situations, larger facilities (*generally those with complex and/or multiple buildings*) should provide an overall site plan and a separate storage map for each building/storage area. A blank Facility Site Map has been provided. You may complete that page or attach any other drawing(s) which contain(s) the information required below.

1. Site Plan: This drawing shall contain, at a minimum, the following information:

- a. Site Orientation (north, south, etc.);
- b. Approximate scale (*e.g.* "1 inch = 10 feet".);
- c. Date the map was drawn;
- d. Locations of all buildings and other structures;
- e. Parking lots and internal roads;
- f. Hazardous materials loading/unloading areas;
- g. Outside hazardous materials storage or use areas;
- h. Storm drain and sanitary sewer drain inlets;
- i. Wells for monitoring of underground tank systems;
- j. Primary and alternate evacuation routes, emergency exits, and primary and alternate staging areas;
- k. Adjacent property use;
- l. Locations and names of adjacent streets and alleys;
- m. Access and egress points and roads.

2. Storage Map(s): The map(s) shall contain, at a minimum, the following information:

- a. General purpose of each section/area within each building (*e.g.* "Office Area", "Manufacturing Area", etc.);
- b. Location of each hazardous material/waste storage, dispensing, use, or handling area (*e.g.* individual underground tanks, aboveground tanks, storage rooms, paint booths, etc.). Each area shall be identified by a unique location code number, letter, or name (*e.g.* "1", "2", "3"; "A", "B", "C", etc.);
- c. Entrances to and exits from each building and hazardous material/waste room/area;
- d. Location of each utility emergency shut-off point (*i.e.* gas, water, electric.);
- e. Location of each monitoring system control panel (*e.g.* underground tank monitoring, toxic gas monitoring, etc.).

3. Map Legend

Item and/or Description	Location Code (LC)



UNIFIED PROGRAM (UP) FORM

CONSOLIDATED CONTINGENCY PLAN

SITE MAP INSTRUCTIONS

1. Review these instructions and the example site map prior to completing your business' site map. Site maps not conforming to these requirements shall be returned for correction.
2. Business site maps are required to be completed by each business that handles a hazardous material which has a quantity at any one time during the reporting year greater than a total weight of 500 pounds, or a total volume of 55 gallons, or 200 cubic feet at standard temperature and pressure for compressed gas. For large businesses, completed additional site maps, if necessary.
3. The following symbols shall be used:

Fire Department Sprinkler Connection

Fire Department Standpipe Connection

Fire Hydrants

Limited Access Systems (Knox Box)

MSDS Storage Location

Evacuation /Staging Areas

Guard Station

Air Conditioning Controls

Electrical Panel

Gas Shut-Off

Water Shut-Off

Fence/Barrier

Railroad Track

Storm Drain

Sewer

Aboveground Tank

Underground Tank

Insulated Tank

Pressurized Tank

4. Identify the storage areas and type of hazardous materials stored in these areas using the following symbols:

HMS – Hazardous Materials Storage/Handling Area

COM – Combustible

ETI – Etilogic

ORG – Organic Peroxide

PRY – Pyrophoric

WRE – Water Reactive

COR – Corrosive

EXP – Explosive

OXI – Oxidizer

RAD – Radioactive

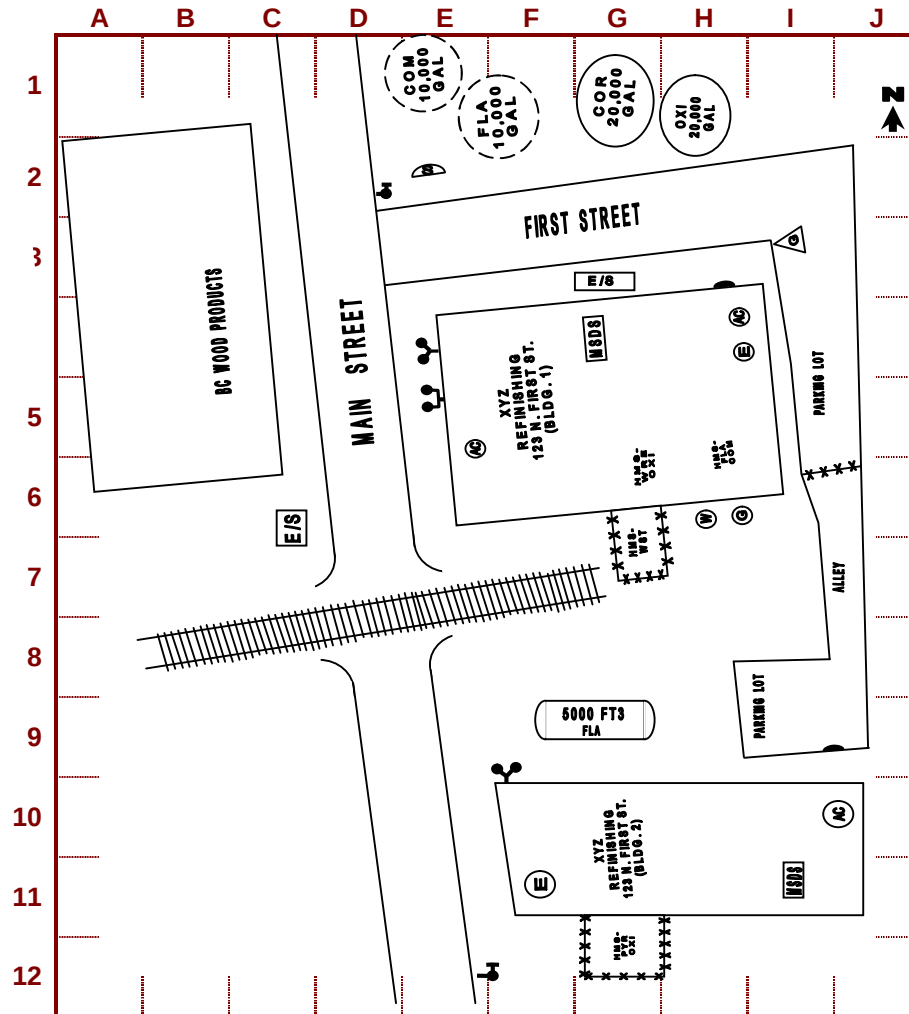
WST – Waste

CRY – Cryogenic

FLA – Flammable

PSN – Poison

TZX – Toxic



SITE MAP



UNIFIED PROGRAM (UP) FORM

CONSOLIDATED CONTINGENCY PLAN

BUSINESS NAME			3
SITE ADDRESS		103	CITY
		104	ZIP CODE
		105	
DATE MAP DRAWN	MAP #	FACILITY ID #	
		1	

	A	B	C	D	E	F	G	H	I	J	
1											For Site Map • Scale of Map • Loading Areas • Parking Lots • Internal Roads • Storm and Sewer Drains • Adjacent Property Use • Locations and Names of Adjacent Streets and Alleys • Access and Egress Points and Roads • Primary and Alternate Evacuation Routes
2											
3											
4											
5											For Sub-Site Map • Scale of Map • Location of Each Storage Area • Location of Each Hazardous Material Handling Area • Location of Emergency Response Equipment
6											
7											
8											
9											Scale: 1" = ____ Ft.
10											
11											
12											

North

Y

X