



Department of Public Health
Environmental Health Management
Hazardous Materials Unified Program Agency
1390 Market Street, Suite 210
San Francisco, CA 94102
(415) 252-3900



COMPLIANCE APPLICATION

Back-Up Diesel Generators

This application packet contains the permit application form that must be completed annually by any business that utilizes a back-up generator to supply power.

In addition to the form included in this packet,
OTHER FORMS ARE ALSO REQUIRED.

These additional forms depend upon the specific environmental programs under which your business is regulated. Every effort has been made to include all necessary forms

Your application has a DUE DATE
Failure to submit required documents and fees by this date will result in late fees.

FREQUENTLY ASKED QUESTIONS

Why did I receive the compliance Application for a Back UP Diesel Generator Registration

You received this packet because the Department of Public Health has reason to believe that your business includes a back-up diesel generator as defined in the Francisco Health Code.

What do I have to do to comply?

Article 30 of the San Francisco Health Code (Regulation of Back Up Diesel Generators) requires persons that own or operate a back up diesel generator with an output rating of 37.3 kilowatts (50 horsepower) to obtain a Diesel Back Up Generator Certificate of Registration.

What do I need to do to obtain a Back Up Generator Certificate of Registration?

In order to obtain a Diesel Back Up Generator Certificate of Registration, you must follow these steps:

1. Complete the enclosed Back Up Generator Certificate of Registration application form.
2. Submit the application form, and fees to HMUPA at the address below by your due date. Retain copies for our records.
3. Complete **Forms A, B and C** (Basic Compliance Application) and any other forms that might be required for other HMUPA program elements.

If your activities or business no longer includes a back-up generator, please complete the top portion of the application form, check the "NO" box and return to HMUPA.

Besides submitting forms and paying fees is there anything else I have to do?

Yes. You must also do the following:

- Assure that operation of the diesel back up generator is limited to less than 50 hours per year.
- Assure that new diesel back up generators include the use of best available control technology.
- Conduct periodic maintenance of the back-up generator at least once per year or as recommended by the manufacturer.
- Assure that the diesel back up generator is equipped with a non-resettable totalizing meter that measures the hours of operation or fuel usage.
- Maintain monthly maintenance and usage log for the back-up diesel generator that contain the following information:
 - Total hours of operation, hours of operation qualifying as "Emergency Use"
 - A description of each "Emergency Use"
 - Hours of operation caused by repair

- Hours of operation attributable to reliability testing
- A record of maintenance performed on the diesel back up generator
- A record of repair performed on the diesel back up generator

Note: All records must be maintained for a period of 3 years.

- Correct any violations that are identified during on-site inspections

What is the fee for a Back Up Generator Certificate of Registration?

The current fee Back Up Generator Certificate of Registration fee is \$163 per year plus a “Base Fee” of \$130 if the business is not regulated under any other HMUPA program element. The annual fee includes routine inspections.

Are these forms available on line?

Yes. Click on:

http://www.dph.sf.ca.us/ehs/Toxics/Hazmat/hazmat Apps and Forms/apps_index.htm

Can HMUPA accept data electronically?

No. We are not currently able to accept data in an electronic format.

Can I obtain forms any other way?

Yes. We have a convenient FAX BACK option. Call **(415)554-1800**. If you don’t know the 3-digit code for the form you faxed back to you, enter “000” and you will be faxed a convenient listing of all the codes. The following is a list of the FAX BACK Codes for each form that you need in order to comply with the Back Up Diesel Generator(DBUG) Registration Ordinance..

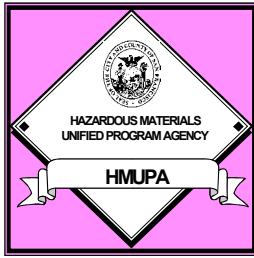
<u>Form Name</u>	<u>FAX BACK Code</u>
DBUG Registration Application	064
Business Activity Declaration Form (Form A)	049
Business Owner/Operator Information Form (Form B)	050
Invoice & Fee Calculation Form	051

Who do I call if I need help?

If you know your HMUPA district inspector, please call them directly. If you do not know who your district inspector is, call 252-3900 and ask for your district inspector. You will be asked to provide your street address.

Are there penalties for non-compliance?

YES! *Non-compliance is expensive.* Even an oversight like neglecting to submit this application on time might double your fees. **You can avoid this by on time submittal.** Penalties for non-compliance may be \$6000 per day per. Act immediately to avoid penalties.



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**Back UP Diesel Generator Certificate of Registration
APPLICATION FORM**

Pursuant to the San Francisco Health Code, Article 30, all persons that own or operate diesel back-up generators, must obtain a Diesel Back Up Generator Certificate of Registration. In order to obtain a Back Up Generator Certificate of Registration, you must complete the Business Activity Declaration Form(A) Business Owner Operator Form(B), the Invoice and Fee Calculation Form(C) and this Back Up Generator Certificate of Registration Application Form.

Facility ID#	Business Name	Business Address	Zip Code
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Check the appropriate box to indicate whether your facility includes one or more back-up diesel generators (as defined in SF Health Code, Article 30):

YES (Complete the entire form.) **NO** (You can stop here and sign the bottom of the page.)

This application for a Diesel Back Up Generator (DBUG) Certificate of Registration includes the following number of back-up diesel generators: h

B/U Generator # 1		Unit Serial No.	Manufacturer	Model Name/ No.	Model Year
Type of Application <input type="checkbox"/> New <input type="checkbox"/> Renewal					
B/U Generator Owner Name			B/U Generator Operator Name (If different than owner)		
Max Energy Output Rating <input type="checkbox"/> kilowatts <input type="checkbox"/> horsepower	Fuel Storage Method <input type="checkbox"/> Underground Storage Tank	<input type="checkbox"/> Fixed Above Ground Storage Tank	<input type="checkbox"/> Portable Above Ground Storage Tank	Max Container Storage Capacity gallons	
Description of Emission Control Equipment (if any)					
Are manufacturer's specifications for the following attached to this application?					
Emission rate of the back-up generator for criteria and toxic air pollutants?				<input type="checkbox"/> Yes	<input type="checkbox"/> Not Available
Testing of the back-up generator for reliability purposes?				<input type="checkbox"/> Yes	<input type="checkbox"/> Not Available
B/U Generator # 2		Unit Serial No.	Manufacturer	Model Name/ No.	Model Year
Type of Application <input type="checkbox"/> New <input type="checkbox"/> Renewal					
B/U Generator Owner Name			B/U Generator Operator Name (If different than owner)		
Max Energy Output Rating <input type="checkbox"/> kilowatts <input type="checkbox"/> horsepower	Fuel Storage Method <input type="checkbox"/> Underground Storage Tank	<input type="checkbox"/> Fixed Above Ground Storage Tank	<input type="checkbox"/> Portable Above Ground Storage Tank	Max Container Storage Capacity gallons	
Description of Emission Control Equipment (if any)					
Are manufacturer's specifications for the following attached to this application?					
Emission rate of the back-up generator for criteria and toxic air pollutants?				<input type="checkbox"/> Yes	<input type="checkbox"/> Not Available
Testing of the back-up generator for reliability purposes?				<input type="checkbox"/> Yes	<input type="checkbox"/> Not Available

Spaces for additional B/U Generators provide on back

CERTIFICATION -- Notice that information has been provided in accordance with applicable sections of the San Francisco Health Code. I certify under penalty of law that this form and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who managed the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature of Applicant

Date

Printed Name

Title

B/U Generator # 3		Unit Serial No.	Manufacturer	Model Name/ No.	Model Year
Type of Application <input type="checkbox"/> New <input type="checkbox"/> Renewal					
B/U Generator Owner Name			B/U Generator Operator Name <i>(If different than owner)</i>		
Max Energy Output Rating <input type="checkbox"/> kilowatts <input type="checkbox"/> horsepower	Fuel Storage Method <input type="checkbox"/> Underground Storage Tank	<input type="checkbox"/> Fixed Above Ground Storage Tank	<input type="checkbox"/> Portable Above Ground Storage Tank	Max Container Storage Capacity gallons	
Description of Emission Control Equipment <i>(if any)</i>					
Are manufacturer's specifications for the following attached to this application?					
Emission rate of the back-up generator for criteria and toxic air pollutants? <input type="checkbox"/> Yes <input type="checkbox"/> Not Available					
Testing of the back-up generator for reliability purposes? <input type="checkbox"/> Yes <input type="checkbox"/> Not Available					
B/U Generator # 4		Unit Serial No.	Manufacturer	Model Name/ No.	Model Year
Type of Application <input type="checkbox"/> New <input type="checkbox"/> Renewal					
B/U Generator Owner Name			B/U Generator Operator Name <i>(If different than owner)</i>		
Max Energy Output Rating <input type="checkbox"/> kilowatts <input type="checkbox"/> horsepower	Fuel Storage Method <input type="checkbox"/> Underground Storage Tank	<input type="checkbox"/> Fixed Above Ground Storage Tank	<input type="checkbox"/> Portable Above Ground Storage Tank	Max Container Storage Capacity gallons	
Description of Emission Control Equipment <i>(if any)</i>					
Are manufacturer's specifications for the following attached to this application?					
Emission rate of the back-up generator for criteria and toxic air pollutants? <input type="checkbox"/> Yes <input type="checkbox"/> Not Available					
Testing of the back-up generator for reliability purposes? <input type="checkbox"/> Yes <input type="checkbox"/> Not Available					
B/U Generator # 5		Unit Serial No.	Manufacturer	Model Name/ No.	Model Year
Type of Application <input type="checkbox"/> New <input type="checkbox"/> Renewal					
B/U Generator Owner Name			B/U Generator Operator Name <i>(If different than owner)</i>		
Max Energy Output Rating <input type="checkbox"/> kilowatts <input type="checkbox"/> horsepower	Fuel Storage Method <input type="checkbox"/> Underground Storage Tank	<input type="checkbox"/> Fixed Above Ground Storage Tank	<input type="checkbox"/> Portable Above Ground Storage Tank	Max Container Storage Capacity gallons	
Description of Emission Control Equipment <i>(if any)</i>					
Are manufacturer's specifications for the following attached to this application?					
Emission rate of the back-up generator for criteria and toxic air pollutants? <input type="checkbox"/> Yes <input type="checkbox"/> Not Available					
Testing of the back-up generator for reliability purposes? <input type="checkbox"/> Yes <input type="checkbox"/> Not Available					
B/U Generator # 6		Unit Serial No.	Manufacturer	Model Name/ No.	Model Year
Type of Application <input type="checkbox"/> New <input type="checkbox"/> Renewal					
B/U Generator Owner Name			B/U Generator Operator Name <i>(If different than owner)</i>		
Max Energy Output Rating <input type="checkbox"/> kilowatts <input type="checkbox"/> horsepower	Fuel Storage Method <input type="checkbox"/> Underground Storage Tank	<input type="checkbox"/> Fixed Above Ground Storage Tank	<input type="checkbox"/> Portable Above Ground Storage Tank	Max Container Storage Capacity gallons	
Description of Emission Control Equipment <i>(if any)</i>					
Are manufacturer's specifications for the following attached to this application?					
Emission rate of the back-up generator for criteria and toxic air pollutants? <input type="checkbox"/> Yes <input type="checkbox"/> Not Available					
Testing of the back-up generator for reliability purposes? <input type="checkbox"/> Yes <input type="checkbox"/> Not Available					

INSTRUCTIONS

Facility ID# -- This is a number that has been assigned by HMUPA. Enter it if you know it. Otherwise, leave blank.

Business Name – enter the legal business name.

Business address -- Enter the street address where the facility is located. No post office box numbers are allowed. This information must provide a means to geographically locate the facility.

Zip Code -- Enter the zip code for the facility. The extra 4-digit zip may also be added.

Type of Application – Check if this is a new or Renewal Application.

Unit Serial Number – For each Diesel Back Up Generator, enter the complete manufacturer's serial number.

Manufacturer -- For each Diesel Back Up Generator, enter the complete manufacturer's name.

Model Name/Number -- For each Diesel Back Up Generator, enter the complete manufacturer's Model Name and or Number.

Model Year – enter the year that the Diesel Back Up Generator was manufactured.

B/U Generator Owner Name – Enter the full name of the person who has equity in and/or legal title to the Diesel Back Up Generator. If a corporation or partnership, list one point of contact representing the owner interest.

B/U Generator Operator Name – Enter the full name of any person who is in control of or operates the Diesel Back Up Generator. If a corporation or partnership, list one point of contact representing the owner interest.

Maximum Energy Output Rating – Enter the maximum energy output rating as listed in the manufacturer's specifications. Check the appropriate unit box for either kilowatts or horsepower.

Fuel Storage Method – Check the appropriate box for the storage method of the diesel fuel.

Max Container Storage Capacity – Enter the maximum fuel storage capacity in gallons of the fuel storage container, regardless of the typical fill level.

Description of Emission Control Equipment -- Describe any specific Diesel Back Up Generator system components that reduce emissions.

Are manufacturer's specifications for the following attached to this application? If available, manufacturer's specifications for the two items listed must be attached. If not attached, a written description provided by a person knowledgeable in operation of the Diesel Back Up Generator will suffice.

CERTIFICATION -- Read the certification statement, sign and date as appropriate.