

# I. Facility & Substance Information

## Nevada Division of Environmental Protection Chemical Accident Prevention Program Element Audit Checklist

Revision 2, 03/17/09



<b>Facility:</b>					<b>Date:</b>	
<b>1) REGISTERED SUBSTANCES AND QUANTITIES</b> List on the Following Table						
Process No.	Process Description	Substance/Chemical Name	CAS #	Registered Qty (lbs)	Max. Storage Qty (lbs)	Onsite Quantity
<b>Maximum Storage Quantity Basis:</b> <i>(Note: Auditor must revalidate at time of Audit)</i>						
<b>2) CONFIDENTIAL INFORMATION</b>						<b>Resp. Code</b>
i. Does facility consider any parts of process to be confidential?						
ii. Has facility requested that any portion of its process be treated as confidential pursuant to NAC 459.95523?						
iii. Has CAPP previously concurred that portions of the process are confidential pursuant to NAC 459.95523?						



<b>Notes/Comments Pertaining to Issue 2):</b>	
<b>3) CONTACT INFORMATION</b>	<b>Resp. Code</b>
i. Is the facility primary CAPP contact and contact information the same as in last registration?	
ii. Is the facility emergency contact and contact information the same as in the last registration?	
iii. Is the facility mailing address the same as in the last registration?	
<b>List Pertinent Contact Information (Names, Titles, Addresses, Telephone #s, etc) if changed since last registration:</b>	
<b>4) MANAGEMENT SYSTEM</b>	<b>Resp. Code</b>
i. Has facility designated what personnel (positions) are responsible for ensuring compliance with various CAPP requirements (Management System pursuant to NAC 459.95341.1)?	
ii. Has facility provided the most current Organizational Chart for plant management, engineering, mechanical and operations departments?	
<b>Notes/Comments Pertaining to Responses to Questions under Issue 4):</b>	

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<b>5) REVIEW ITEMS SPECIFIC TO THIS FACILITY</b> <b>SINCE PREVIOUS INSPECTION OR OUTSTANDING ISSUES FROM LAST INSPECTION</b>	<b>Resp. Code</b>
i. Any incidents to review during this visit?	
ii. Any MOCs to review during this visit?	
iii. Any process or staffing level changes since the previous visit?	
iv. Any open PHA recommendations to review during this visit?	
v.	
<b>Notes/Comments Pertaining to Responses to Questions under Issue 5):</b>          	
<b>General On-Site Inspection Notes/Comments:</b>          	