



INSTRUCTIONS
SITE & FACILITY DIAGRAM

These instructions explain the use of the site diagram and the facility diagram. Normally, small and medium-size businesses will only have to submit a site diagram. If you have subdivided your business into smaller areas because of the complexity or size, then you will be completing an additional detail map, facility diagram, for each of these areas. Include instructions that show the route to your business if it is in a remote location. All diagrams must be on 8½x11-inch paper and drawn using a straight edge tool.

SITE DIAGRAM INSTRUCTIONS

The site diagram is used to show your business and to indicate the businesses that immediately surround your property, usually within 300 feet. If you will be showing specific area detail on facility diagrams, use the site diagram to show an overall layout of the plant. If you will not be submitting facility diagrams, the site map must include all of the following information:

1. Check the box on the top left corner of the form provided that indicated "Site Diagram."
2. Print the name of your business, as shown in your HMMP, on the top of the diagram.
3. Label the location of the hazardous material and identify them by name and type of hazard (flammable liquid, corrosive solid).
4. Label the location of utility shut-off points for gas, electric, and water services.
5. Label the location of fire hydrants.
6. Label portions of the building protected by automatic sprinkler systems.
7. Label the direction representing north on the diagram. (The diagram form provided includes a north arrow.)
8. All labeling and identification on the diagram must be legible and easily understandable at the scale submitted. Diagrams must be sufficiently legible to produce a legible copy. Try to avoid the use of abbreviations or symbols. If you must use them, provide a legend explaining your system.

Maps may be returned for correction if you fail to follow these instructions.

FACILITY DIAGRAM INSTRUCTIONS

Facility diagrams are supplements to the site diagram. Use them to show the subdivision details of a large business.

1. Check the box in the upper right hand corner of the form provided that indicated "Facility Diagram."
2. Print the name of your business as shown on your HMMP. Print the name of the area that this map represents. This name should be the same name that you used on this area's inventory report.
3. Indicate which area the diagram represents and the total number of facility diagrams that you are including. If a map represented the first of four areas, it would be labeled "1 of 4."
4. Follow instructions 3 - 8 for site diagrams regarding the specific details to be included on each facility diagram.

UNDERGROUND STORAGE TANK FACILITIES PLEASE NOTE: If you operate an Underground Storage Tank (UST) facility, the facility diagram shall also specify the location of the UST continuous leak monitoring system and/or the location where the UST monitoring will be performed.

SITE & FACILITY DIAGRAM



BAKERSFIELD FIRE DEPARTMENT
Prevention Services
2101 H Street
Bakersfield, CA 93301
Phone: 661-326-3979 • Fax: 661-852-2171

SITE DIAGRAM

FACILITY DIAGRAM

Business Name:

Business Address:

Please indicate direction of North