



JEWELRY DISTRICT TASK FORCE FOR THE CITY OF LOS ANGELES

January 8, 2002

GUIDELINES FOR JEWELRY RETAIL/MANUFACTURING AND MANUFACTURING

I. INTRODUCTION

PURPOSE Many jewelry retail/manufacturing and jewelry manufacturing businesses in the City of Los Angeles are in buildings commonly known as the "Jewelry Mart" buildings located in the Los Angeles downtown area. These buildings were permitted as office and retail with G-1 occupancy under the pre-1976 codes. Over the years, many of the original office and retail businesses have been converted without the proper change in occupancy permit into jewelry manufacturing businesses. Although light manufacturing use was allowed in a G-1 occupancy under the pre-1976 codes, jewelry retail/manufacturing and jewelry manufacturing with the following operational practices requires reclassification as a H (hazardous) occupancy by today's code.

- Storing and mixing potassium cyanide or sodium cyanide powders to a liquid for use in finishing jewelry to a high luster. Cyanide powder compounds when mixed with light acids form poisonous and flammable cyanide gas.
- Using propane, hydrogen and oxygen, and acetylene to melt, weld and process gold, silver and platinum. Dangerous by themselves, these gases may pose a threat when used or stored in combination with each other.
- Using compounds containing beryllium and other heavy metals in the polishing and buffing process produces dust and fine particles that when not properly ventilated, could settle and accumulate on the work-space and the floor.
- Heat, smoke and chemical mixing which may require special ventilation and hazardous waste disposal systems.
- Use and handling of gas kilns and torches.

To provide criteria to mitigate potential health and safety hazards, a Jewelry District Task Force has been established to create the following Guidelines. The Jewelry District Task Force is composed of representative building owners and jewelry manufacturing suppliers, the Central City Association, Downtown Center Business Improvement District, Armenian Jewelers Association (AJA), Manufacturing & Jewelers Suppliers of America (MJSA), LADBS, LAFD, IWMD, and the Mayor's Office Business Team. Various State and local regulatory agencies, including Cal/EPA, DTSC, SCAQMD, Cal-OSHA, and the LACOFD have been consulted in the development of these guidelines, and have provided the attached appendices summarizing their respective requirements.

Following these Guidelines and complying with the requirements summarized in the appendices will: 1) allow jewelry manufacturing to be operated safely and legally while preserving the City's jewelry industry economic base and 2) allow the occupancy to be classified as F-1, a moderate-hazard industrial occupancy (such as manufacturing of appliances, and furniture). Included are Conditions of Operation and Maintenance; Requirements for Building Upgrades; Required Permits; Compliance Responsibility and Timeline; Definitions; Project Facilitation Team and Regulatory Agency Appendices.

APPLICABILITY These Guidelines:

- **Shall apply to** 1) all existing jewelry retail/manufacturing and jewelry manufacturing businesses within the entire City that have been converted without the proper change in occupancy permit prior to the effective date of this guideline, January 1, 2001, and 2) the expansion of such existing businesses. Proof of business existence before the effective date includes, but not limited to, business licenses, permits, or citations from relevant regulatory agencies.
- **May** apply to new jewelry retail/manufacturing and jewelry manufacturing businesses in existing buildings with current jewelry retail/manufacturing and jewelry manufacturing businesses prior to the effective date of this guideline, January 1, 2001.
- **Shall not apply** to the establishment of new jewelry retail/manufacturing and jewelry manufacturing businesses in 1) existing buildings without current jewelry retail/manufacturing and jewelry manufacturing businesses prior to the effective date of this guideline, January 1, 2001, and 2) newly permitted and constructed buildings.
- Jewelry retail/manufacturing and jewelry manufacturing businesses in Adaptive Reuse Buildings is prohibited.
- Jewelry manufacturing business in basements is prohibited. Basements may be approved for limited jewelry repair use, on a case by case basis, provided only piped in natural gas and limited amounts of chemicals, stored in FM or UL certified cabinets are used.



II. CONDITIONS OF OPERATION AND MAINTENANCE

Prohibition of the Following Operational Practices:

- Incineration, refining and use of blow furnaces.
- Melting and alloying of metals except for use of small hand ladle not exceeding 0.5 liter in volume and heated by torch, and use of electric furnace and induction melters not exceeding 4 liter capacity.
- Usage and storage of propane and acetylene.
- Usage and storage of dry cyanide chemical powder.
- Discharge of untreated hazardous waste into the City's sewer system or trash bins.
- Use of pure oxygen in wax injection (only compressed air may be used).

Usage, Storage and Processing of Chemicals (alcohol, methanol, acetone, ammonia, cyanide solution, sulfuric acid, hydrochloric acid, nitric acid, and boric acid) is allowed under the following conditions:

- For metal finishing, usage of Magnetic Tumblers, listed by an LADBS approved Testing and Listing Agency, is preferred over the use of cyanide. However, when cyanide is the only alternative, only premixed solution is allowed.
- Types and amount of chemicals stored shall be per the LAFD F-315 special permit.
- Chemicals shall be properly stored in labeled containers and containers shall be stored in cabinets.
- Cabinets shall be Factory Mutual or UL listed and meet Cal-OSHA and NFPA Code 30 requirements.
 - Cabinets shall have automatic closure and cabinet doors shall be closed at all time.
 - Cabinets shall have proper signage identifying the types of chemicals stored therein.
 - Incompatible chemicals must be kept in separate cabinets.
 - Only small quantities of chemicals sufficient for one-day's work may be outside of the cabinet.
- All chemical wastes including liquid (chemical stripping solutions) or solids (polishing and dust collections) shall be collected, stored and manifested through a Registered Hazardous Waste Hauler or treated before discharge to the public sewer under City of LA Industrial Waste Management Division permit.
- Empty chemical containers shall be removed for proper disposal or relocation off site.

Usage of Hydrogen, Oxygen, Methane And Anhydrous Ammonia is allowed under the following conditions:

- Only odorized (hydrogen and methane) gases are permitted to be used.
- Storage of hydrogen shall be limited to 240 cubic feet (one cylinder) per tenant and 6000 cubic feet per building.
- Storage of oxygen shall be limited to 480 (two cylinders) for the first 1500 square feet; with an additional cylinder per 750 square feet of additional space per tenant. Oxygen generators may be used in lieu of limited tank quantity under LAFD Division 5 permit.
- Methane cylinders may be permitted under LAFD F-315 permit if piped natural gas is unavailable.
- Anhydrous ammonia may be permitted under LAFD Division 5 permit.
- All compressed gas cylinders, unless stored in locations or container where they cannot be knocked over or damaged, shall be secured by chain (min. grade 30 w/ 3/16 inch thick links) as approved by LAFD, cable or other noncombustible devices.
- Compressed gases shall be limited to those quantities listed on LAFD F-315 Permit.

Usage of Open-flame Devices (torches, ovens, kilns, etc.) is allowed under the following conditions:

- Devices shall maintain the required 18 inches clearances from combustible materials at all times.
- Torches, hoses and holding device shall be listed by an LADBS approved Testing and Listing Agency:
 - Torches shall be used over non-combustible work surfaces.
 - Unlisted holding device shall be constructed such that it supports the weight of the torch and hoses without visible distortion.

Miscellaneous

- Work and storage areas shall be kept clean of debris and accumulating dust.
- Change dust filters on buffing and polishing equipment.
- All exit pathways from area(s) of manufacturing or storage of hazardous materials shall be kept clear.
- Smoking is prohibited in manufacturing or hazardous storage areas. Signage for 'No Smoking' shall be posted.
- The following documents must be readily available upon LAFD inspection:
 - Material Safety Data Sheet (MSDS)
 - CUPA permit and F-315 permit, including an emergency consolidated contingency plan
 - Registered Hazardous Waste Hauler's manifest log for removal of hazardous waste chemicals (if applicable).
- One 2A 10BC fire extinguisher shall be provided for each 1,000 square feet of tenant space, or portion thereof.



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III. REQUIREMENTS FOR BUILDING UPGRADES

FIRE-LIFE SAFETY

For High-rise buildings permitted on or after July 1, 1974, no fire-life safety upgrades are required. However, all existing fire-life safety components and systems must be in good working condition.

For High-rise buildings permitted prior to July 1, 1974, that have complied with the High-rise Retrofit Ordinance, no additional fire-life safety upgrades are required. However, all existing fire-life safety components and systems must be in good working condition.

For High-rise buildings permitted prior to July 1, 1974, that have not complied with the High-rise Retrofit Ordinance, fire-life safety upgrades shall be done per LAMC Section 91.8604 (Fire Safety Standards).

For Low-rise buildings, fire-life safety upgrades shall be required under this guideline as follows:

- *Fire Sprinkler System* shall be required:

For tenant space

1. When the floor area of the story exceeds 1,500 square feet and, for at least one side of the building at that story, lacks the minimum 20 square feet of opening for each 50 lineal feet or fraction thereof of the exterior wall (see LAMC Section 91.904.2.2 for detail requirements); or
2. When tenant space of non-Type I or non-Type II buildings that exceeds 3000 square feet and is not subdivided with walls of two-hour fire-resistive construction (see LAMC Section 91.7203.5.2 for detail requirements).

For entire building when jewelry manufacturing is on or above the third floor.

- *Fire Alarm System* (pull stations) with backup battery shall be required for the entire building when jewelry manufacturing is on or above the third floor.
- *Other Fire-life Safety* requirements (means of egress, shaft enclosures, etc.) shall comply with F-1 Occupancy requirements per Section 91.0306, Table 5-b, and LAMC Chapter 10.

MECHANICAL VENTILATION AND MAKE-UP AIR SYSTEM

Hooded mechanical exhaust and dedicated mechanical make-up air system, if required, shall be operating during the usage of chemicals and open-flame devices. Windows are not allowed to be opened for exhaust ventilation.

- *Hooded Mechanical Exhaust to the Roof and Dedicated Mechanical Make-up Air System* shall be required for all heat producing equipment or open-flame devices (without fire sprinkler component). Minor repair and assembly area less than 500 square feet and in conjunction with jewelry retail are exempted.
- *General Ventilation with Dedicated Mechanical Make-up Air System* at a minimum rate of 6 air changes per hour shall be required for all manufacturing areas. Minor repair and assembly area less than 500 square feet and in conjunction with jewelry retail are exempted.
- *Alternate Ventilation Systems* may be considered where supported by accompanying reports from a Certified Industrial Hygienist or licensed Mechanical Engineer. LADBS will develop and have available a set of approved alternative standards.
- *Window Louvers In Lieu of Make-up Air System* may be considered on an individual case-by-case basis provided no short circuiting occurs.

DISABLED ACCESS (A.D.A.)

The area of alteration shall comply with current accessibility requirements, except:

- *Change of Use And/or Occupancy* involving no physical construction will not trigger requirements.
- *Ventilation, Plumbing, and Fire Sprinkler System* installation will not trigger requirements.



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IV. REQUIRED PERMITS

	LADBS Permits	Other Approvals
<p>Change of Use and Occupancy</p> <p>* Plans are required and shall be prepared by a licensed Architect or Professional Engineer demonstrating how the alteration within tenant space will comply with F-1 Occupancy and these Guidelines.</p> <p>* Work description on Building Permit shall read as follows: "Tenant Improvement - convert to F-1 Occupancy per Guidelines for Jewelry Retail/ Manufacturing and Manufacturing".</p> <p>* Permit will be issued for change of use and occupancy only when all LADBS requirements have been met.</p>	Building Permit	LAFD Plan Approval
<p>Inventory and Usage of Hazardous Materials - Gas, Chemical and Wastes</p> <p>* Submit request to LAFD for</p> <ul style="list-style-type: none"> - F-315 permit (storage, use and handling of hazardous materials). - CUPA permit (disclosure, hazardous waste disposal, and contingency plan). <p>LAFD site inspector will visit site to verify use and establish maximum storage amounts.</p> <p>* Oxygen generators and anhydrous ammonia processing equipment shall be listed by an LADBS approved Testing and Listing Agency.</p>		LAFD F-315 Permit LAFD CUPA Permit LAFD Division 5 Permit
<p>Service of Registered Hazardous Waste Hauler</p> <p>* Submit request to California Department of Toxic Substances Control (DTSC) for EPA Identification Number (see attached Appendix "C" for further information).</p>		DTSC
<p>Separate Industrial Waste Plumbing System (if applicable)</p> <p>* Submit request to City of L.A. Industrial Waste Management Division (IWMD) for industrial wastewater discharge to the public sewer.</p> <p>* Plans are required and shall be prepared by a licensed Mechanical Engineer or an appropriate Specialty Contractor demonstrating that the waste sanitary plumbing is properly designed and connected to the sewer system.</p> <p>* Permittee is advised to contact DTSC or the CUPA for any special permits that may be required for hazardous waste treatment, including cyanide treatment (for example, electrowinning or cyanide destruct systems) (see attached Appendix "C" for further information).</p>	Plumbing Permit	IWMD Industrial Wastewater Permit DTSC or CUPA



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Continued	LADBS Permits	Other Approvals
<p>Piping for Gas Burning Equipment (if applicable)</p> <p>*Plans and calculations are required and shall be prepared by an appropriately licensed Engineer or Architect or an appropriate Specialty Contractor showing the location and capacity of all gas burning equipment.</p> <p>*All equipment, including gas piping, fittings and connections, shall be installed per code and made of code-approved materials.</p> <p>*Kilns, ovens, etc., shall be listed by UL or LA City approved Testing and Listing Agency.</p> <p>*Existing, unlisted kilns or ovens may be allowed under a Request for Modification on an individual case-by-case basis when accompanied by a test report from an approved testing laboratory verifying that minimum safety standards are met.</p>	<p>Plumbing Permit</p>	<p>LADBS Test Lab</p>
<p>Wiring for Electrical Equipment or Detectors (if applicable)</p> <p>* Plans and calculations are required and shall be prepared by an appropriately licensed Engineer, Architect or an appropriate Specialty Contractor showing the location and load demand of all hard-wired electrical equipment.</p> <p>* Magnetic tumblers, kilns, gas detectors, smoke detectors, etc., shall be listed by an LADBS approved Testing and Listing Agency.</p>	<p>Electrical Permit</p>	
<p>Mechanical Ventilation and Make-up Air System (if applicable)</p> <p>* Plans and calculations are required and shall be prepared by an appropriately licensed Engineer, Architect or an appropriate Specialty Contractor showing locations of all heat producing equipment, chemical use, fume producing operations, and the efficiency of the system.</p> <p>* A report prepared by a certified Industrial Hygienist to determine the proper local and dilution ventilation rates and capture velocities in manufacturing area may be required.</p> <p>* Plans and calculations are required for electrical wiring.</p> <p>* Plans are required for the hood shaft.</p>	<p>Mechanical Permit</p> <p>Electrical Permit</p> <p>Building Permit</p>	



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Continued	LADBS Permits	Other Approvals
<p>Fire-life Safety Upgrade for Low-rise Buildings (if applicable)</p> <p>* <u>Sprinkler System</u> - Plans and calculations are required and shall be prepared by a licensed Mechanical or Fire Protection Engineer showing the location of sprinklers and water pressure.</p> <p>* <u>Smoke Detection System</u> - Plans and load calculations are required and shall be prepared by a licensed Specialty Contractor.</p> <p>* <u>Fire Alarm System</u> - Plans and load calculations are required and shall be prepared by a licensed Electrical Engineer or a Specialty Contractor.</p>	<p>Sprinkler Permit</p> <p>Electrical Permit</p> <p>Electrical Permit</p>	<p>LAFD Plan Approval</p> <p>LAFD Plan Approval</p> <p>LAFD Plan Approval</p>
<p>Fire-life Safety Upgrade for Compliance of the High-rise Retrofit Ordinance (if applicable)</p> <p>* Fire sprinklers, elevator vestibules, emergency power, fire alarm, stair shaft ventilation, etc. - plans and calculations for the above systems shall be prepared by relevant licensed professionals demonstrating that all of the requirements of Section 91.8604 are met. Design of new fire sprinkler systems shall meet the requirements of Ordinary Hazard Group II.</p>	<p>Building Permit</p> <p>Mechanical Permit</p> <p>Plumbing Permit</p> <p>Sprinkler Permit</p> <p>Electrical Permit</p>	<p>LAFD Plan Approval</p>

Building Owners, as well as obtaining permits for the building's central electrical, mechanical and fire sprinkler systems, are ultimately responsible for all work and necessary permits for all tenant spaces.

V. DEFINITIONS

Cal-OSHA - California Occupational Health and Safety Act. California legislation that establishes employee minimum workplace safety and health standards.

CUPA - Certified Unified Program Agency. A combined agency program between LAFD and LACOFD to control hazardous materials and wastes. The LAFD is the CUPA responsible for permitting, inspection, and the enforcement of hazardous materials regulations.

Certified Industrial Hygienist - A person certified by American Board of Industrial Hygienists, specializing in identifying proper usage, disposal of hazardous materials used in industrial processes, and work place ventilation.

DTSC - California Department of Toxic Substances Control. A Department within the California Environmental Protection Agency (Cal/EPA), responsible for issuing permits for the treatment of hazardous wastes, including cyanide destruct systems, and for developing and adopting all hazardous waste management regulations.

IWMD - Industrial Waste Management Division. City of Los Angeles agency that monitors, regulates and controls industrial waste water discharges to the City's waste water collection and treatment system.

LAFD - Los Angeles Fire Department. City of Los Angeles agency responsible for monitoring the storage, use, and handling of hazardous materials.

LACOFD - Los Angeles County Fire Department, Health Hazardous Materials Division. Los Angeles County agency that administers and enforces federal, state, and local laws and regulations to insure compliance in the management of hazardous waste.

LADBS - Los Angeles Department of Building and Safety. Los Angeles City agency responsible for regulating construction activities in private buildings; issues Building, Electric, Plumbing, Mechanical, and Fire Sprinkler Permits.

SCAQMD - South Coast Air Quality Management District. Agency that is primarily responsible for enforcing air pollution regulations within the City of Los Angeles.



VI. COMPLIANCE RESPONSIBILITY AND TIMELINE

COMPLIANCE RESPONSIBILITY

- Both Building Owners and Individual Tenants will be given an Order to Comply.
- Buildings not in compliance within the Timeline are subject to Vacate Order.
- Building Owners and Individual Tenants failing to comply with the regulatory requirements described in the Appendices that apply to them may be subject to additional regulatory action.

TIMELINE

- Timeline applies to existing noncompliant jewelry retail/manufacturing and jewelry manufacturing; new establishments shall be designed to be in full compliance with this guideline.

<p>Within 30 days of Order</p>	<p>Individual Tenants shall:</p> <ul style="list-style-type: none"> -Discontinue incineration, refining and use of blow furnances. -Discontinue any melting and alloying of metals, except for small hand ladle heated by torch, or use of electric furnace induction melters not exceeding 4 liter capacity.. -Discontinue use and storage of cyanide powder. -Discontinue use and storage of propane and acetylene. -Discontinue the discharge of untreated hazardous waste into the City's sewer system. - Consult with the Project Facilitation Team (see Section VII.). -Obtain <i>Cal-EPA Identification Number</i> for manifested chemical wastes (see attached Appendix G). - Hire professionals to prepare plans and reports to submit for permit applications. <p>Building Owner shall:</p> <ul style="list-style-type: none"> -Discontinue the discharge of untreated hazardous waste into the City's sewer system.
<p>Within 60 days of Order</p>	<p>Individual Tenants shall:</p> <p>Submit plans, reports and calculations for the following permit applications, if applicable:</p> <ul style="list-style-type: none"> - <i>Change of Use & Occupancy Permit</i> for tenant space. - <i>F-315 Special Permit</i>. - <i>CUPA Permit</i>. - <i>Division 5 Permit</i>. - <i>Plumbing Permit</i> for gas piping, gas burning equipment and any chemical waste plumbing. - <i>Electrical Permit</i> for electrical equipment or detectors. - <i>Mechanical, Electrical and Building Permits</i> for ventilation within tenant space. - <i>Fire Sprinkler Permit</i> for sprinklers within tenant space (if required) within low-rise buildings. - Comply with 'Conditions of Operation and Maintenance' in addition to those required to be met within the first 30 days.
<p>Within 90 days of Order</p>	<p>Building Owner shall submit plans, reports and calculations for the following permit applications, if applicable:</p> <ul style="list-style-type: none"> - <i>Plumbing Permits</i> for centralized gas systems and centralized chemical waste plumbing for the building. - <i>Mechanical, Electrical and Building Permits</i> for centralized ventilation for the building. - <i>Electrical Permits</i> for upgrades to centralized electrical service for the building. - <i>Fire Sprinkler Permit</i> for centralized sprinkler system (if required) for the entire lowrise building. - <i>Various Permits</i> to comply with the High-rise Retrofit Ordinance requirements.
<p>Within 180 days of Order</p>	<p>Individual Tenants shall secure all necessary permits required under this guideline.</p> <p>Building Owner shall secure all necessary permits required under this guideline.</p>
<p>Within 360 days of Order</p>	<p>Individual Tenants shall complete all necessary work required under this guideline.</p> <p>Building Owner shall complete all necessary work required under this guideline.</p>

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities.



VII. PROJECT FACILITATION TEAM

The Jewelry District Task Force has developed a Project Facilitation Team to assist jewelry manufacturers and building owners in complying with these guidelines and other state regulations. The Project Facilitation Team is composed of the Central City Association, the Manufacturing Jewelers & Suppliers of America, Inc. (MJSA), and the Armenian Jewelers Association (AJA), who can guide and refer business owners through the various process and assist in arranging meetings with key staff of the various city, county and state departments. A team of key staff from each department, including Department of Building and Safety engineering plan review and inspection staff, L.A. Fire Department, and the Industrial Waste Division of the L.A. Public Works Department, has been assembled to guide and assist property owners in the Downtown and other areas to re-classify their jewelry manufacturing business. Initial contacts should be made through the LADBS Case Management Unit at 213-977-6450, and through the MJSA at 213-622-5771.

VIII. AGENCY APPENDICES

Appendices for city, county, state, and federal agencies are part of these guidelines and describe the responsibilities of the agencies relative to jewelry manufacturing. Contact information is included in the attached Appendices for additional technical information. Please be advised that compliance with the requirements of all relevant agencies must be maintained. **These appendices contain only general information concerning the responsibilities of the agencies involved relative to jewelry sales and manufacturing. For specific information, please contact the agency directly.**

- APPENDIX A: SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (SCAQMD)
- APPENDIX B: CALIFORNIA OCCUPATIONAL HEALTH AND SAFETY (Cal/ OSHA)
- APPENDIX C: CALIFORNIA DEPARTMENT OF TOXIC SUBSTANCES CONTROL (DTSC)
- APPENDIX D: LOS ANGELES INDUSTRIAL WASTE MANAGEMENT DIVISION (IWMD)
- APPENDIX E: LOS ANGELES DEPARTMENT OF BUILDING AND SAFETY (LADBS)
- APPENDIX F: LOS ANGELES FIRE DEPARTMENT (LAFD)
- APPENDIX G: LOS ANGELES COUNTY FIRE DEPARTMENT (LACOFD)



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APPENDIX A: SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (SCAQMD)

Guidelines for Permit Requirements and Process Regulations Los Angeles Jewelry Mart

The South Coast Air Quality Management District (SCAQMD) is the agency that is primarily responsible for enforcing air pollution regulations within the City of Los Angeles. SCAQMD regulations apply to the operation of equipment and/or industrial processes that produce air contaminants. These regulations can be accessed through the SCAQMD's internet website www.aqmd.gov.

- The SCAQMD generally requires a person to obtain a permit for any equipment that may cause, *or that may reduce, eliminate or control* air contaminants. A permit to construct is required before such equipment is installed (Rule 201). A permit to operate is required before the equipment is used (Rule 203). Rule 219 provides a list of equipment which is generally exempt from permit requirements. The following is a brief list of equipment requiring permits. *Please note, however, that the following discussion is purely advisory, and does not preclude or restrict the SCAQMD from issuing subsequent determinations of rule applicability based on later findings of fact.*
- Internal combustion engines rated above 50 brake horsepower.
- Boilers and hot water heaters with a maximum heat input rate above 2,000,000 Btu's per hour. Units rated at or greater than 1,000,000 and up to 2,000,000 Btu's per hour require registration under Rule 222.
- Industrial wastewater treatment systems which emit VOC or toxic materials or where the inlet cyanide salt concentration prior to pH adjustment exceeds 200 mg/liter.
- Wax burnout kilns having a total internal volume equal to or greater than 7 cubic feet. Control devices venting any size burnout kiln require permits. Small exempt kilns must still comply with Rule 401 Visible Emissions (smoke limitations). Manufacturers/owners should consider process changes that would eliminate smoke emissions that are a common source of Rule 402 Public Nuisance complaints.
- Centralized building exhaust systems venting machining equipment may require a permit as well as air pollution control. In order to reduce the need for a "controlled" centralized exhaust system, individual control equipment that does not require a permit could be installed on individual tenant machining equipment.

If you have any questions regarding these regulations or their applicability to specific types of equipment or processes, please call Mr. Mark von der Au at (909) 396-2000 or by e-mail at mvonderau@aqmd.gov



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APPENDIX B: CALIFORNIA OCCUPATIONAL HEALTH AND SAFETY (Cal/OSHA)

What follows is an explanation of the requirements of California law for workplace safety and health, and some of the functions of the California Occupational Safety and Health (Cal/OSHA) Program. It is not intended to provide interpretation of law. Anyone who has questions about Cal/OSHA laws should refer directly to the pertinent regulation or sections of the law.

Workplace safety and health information is available 24 hours a day on the Internet:

<http://www.dir.ca.gov/dosh>

All employers must provide work and workplaces that are safe and healthful. In other words, an employer must follow state laws governing job safety and health. Failure to do so can result in a threat to the life or health of workers, and substantial monetary penalties. Cal/OSHA is the regulatory agency in California that enforces workplace occupational safety and health standards. These standards can be found in Title 8, California Code of Regulations (T8CCR). **An important note is that Cal/OSHA's charter is to regulate all employer/employee relationships. This includes dual or multi-employer situations where one employer may be creating hazards that another employer's employees may be exposed to.**

Cal/OSHA Consultation offers assistance to employers and employees. This service includes on-site visits and compliance assistance, injury and illness prevention program improvement, educational seminars, and publications. The Consultation Service is separate and distinct from Cal/OSHA Enforcement. All communications between the employer and the Consultation Service are held in confidence and not shared with Cal/OSHA Enforcement staff. On-site consultation visits do not result in citations or penalties. In return for receiving free on-site assistance the employer must agree to timely correction of identified hazards.

Additional information about the Cal/OSHA Consultation Service is available at:

<http://www.dir.ca.gov/DOSH/consultation.html>

Or call (562) 944 9366

The following is an outline of some of the occupational safety and health requirements applicable to the jewelry manufacturing process. For more information, please review the publication "Polish Up Your Jewelry Shop - A Guide For Employer", available from the Department of Health Services, 510-622-4300 (www.dhs.ca.gov/ohb). There are also a number of applicable T8CCR standards that you will want to be familiar with. These standards can be purchased through Barclay's Law Publishers (800-888-3600), or downloaded from the Cal/OSHA Web site.

General Health and Safety Management Requirements

What's just as important as how well you run your business is how well you manage the health and safety of your employees. This will include the following:

- Injury and Illness Prevention Program (IIPP). **T8CCR, Section 3203.**
- Hazard Communication - making sure your containers are labeled, and your employees understand the health effects of the materials they work with. **T8CCR, Section 5194.**
- Emergency Action Plan. **T8CCR, Section 3220.**
- Fire Prevention Plan. **T8CCR, Section 3221.**
- Respirator Protection Program (if your employees use respirators). **T8CCR, Section 5144.**



Exposure to airborne hazardous materials

Some of the hazardous materials that employees can be exposed to are:

- T Cyanide (if you do cyanide stripping/bombing)
- T Hydrogen Fluoride
- T Silica (present in some of your investment casting materials)
- T Lead (some of your solders). **T8CCR, Section 5198.**
- T Cadmium (some of your silver solders). **T8CCR, Section 5207.**
- T Gold
- T Silver
- T Organic solvents

The question that you must answer is "*how much are employees actually exposed to?*"

If there is an over exposure - you have a responsibility to reduce employee exposures to below what's allowed, or as low as possible. This can be done by the following ways - the first being the best (**T8CCR, Section 5141**):

- T Substitute with a less hazardous material.
- T Use good, local ventilation. Opening your windows will not work. In fact it might even make matters worse.
- T Change how employees work.
- T Reduce how long employees are exposed - i.e. rotate duties.
- T Have your employees use respirator protection. This will mean making sure you select the right kind of respirator, and they are used correctly.

Other workplace hazards

- No emergency eyewashes and showers where employees are working with corrosive or severely irritating substances, such as hydrofluoric acid and some of the organic solvents. **T8CCR, Section 5162.**
- Grounded electrical outlets, where appropriate and required. **T8CCR, Section 2395.1.**
- Exposed electrical conductors. **T8CCR, Sections 2340.1, 2340.17**
- Use of extension cords; especially when run through walls to adjacent rooms.
- Unguarded polishers, grinders, and presses. **T8CCR, Section 4070.**
- Unprotected and unsecured centrifuges used for investment casting
- Unsecured gas cylinders. **T8CCR, Section 4650.**
- No back-flow protection on oxygen/gas-fuel torches. **T8CCR, Sections 4834, 4845.**
- Work area surfaces where gas torches are used are not covered in a fireproof material.
- Employees not using protective eyewear or gloves, or not using the right kind.
- Improper storage of chemicals.
- Air compressors installed without permit.

Besides the Department of Health Services publication mentioned above, there are a number of other publications available that explain in more detail about a number of the Cal/OSHA requirements mentioned above. These publications can be obtained at <http://www.dir.ca.gov/DOSH/puborder.asp>.



Cal/OSHA Permit, Registration, Certification, and Notification Requirements for Downtown Los Angeles Jewelry Industry

Permits

- T* **Construction Activities.** Construction/demolition of scaffolding that is more than three stories high. (213-576-7451)
- T* **Pressure Vessels.** Air tanks and LPG propane storage tanks. Certain exemptions apply. (714-939-0434)
- T* **Elevators.** New installation and operation, with annual re-certification. (818-551-2999)

Registration

- T* **Use of Carcinogens.** You might need to be registered as a carcinogen user (415-703-5191) if your employees work with any of the following materials that might be encountered in the jewelry manufacturing process: *chromium, cadmium, asbestos, and inorganic arsenic*. NOTE: This is only a partial listing of all the carcinogens (that would not be typically encountered by jewelers) that require registration.
- T* **Asbestos Abatement Contractors.** Any asbestos abatement work involving more than 100 square feet of asbestos containing structural materials needs to be done by a contractor that is registered with Cal/OSHA (415-703-5191) and licensed by the State Contractor's Licensing Board to do that kind of work.

Certification

- T* **Asbestos Consultants and Technicians.** If you plan on having your workplace evaluated for asbestos containing structural materials, make sure someone that is certified by Cal/OSHA to do that kind of work does it. (916-574-2993)

Notifications

- T* **Serious or Fatal Accident.** Cal/OSHA (213-576-7451) needs to be immediately notified if an employee is killed, hospitalized for other than observation, or loses a body part.

Asbestos Abatement. Cal/OSHA needs to be notified at least 24 hours before work begins. (213-576-7451)

Lead Abatement. Legislation is pending that will require Cal/OSHA to be notified of work involving the disturbance of lead-containing structural materials.

NOTE: The information above is a summary tailored to the jewelry industry in downtown Los Angeles. The publication "Division of Occupational Safety and Health Requirements for Permits, Registrations, Certifications, and Notifications" available at <http://www.dir.ca.gov/DOSH/puborder.asp> should be referenced for more details on all requirements.



APPENDIX C: DEPARTMENT OF TOXIC SUBSTANCES CONTROL (DTSC)

Jewelry Manufacturing Compliance Information

The Department of Toxic Substances Control, or DTSC, is one of six independent boards, departments and offices that make up the California Environmental Protection Agency (Cal/EPA). It is responsible for regulating hazardous waste facilities, conducting and overseeing cleanups of hazardous waste sites, and developing and promoting pollution prevention in California. DTSC is also responsible for developing regulations and standards for the management and transportation of hazardous wastes, issuing standardized and full permits, and assisting the Certified Unified Program Agencies (CUPAs) in implementing the hazardous waste generator and tiered permitting program, which authorizes certain onsite treatment.

CUPAs are the local agencies responsible for the hazardous waste generator and onsite treatment programs. They are responsible for permitting, inspection and enforcement of these hazardous waste programs. For example, in the City of Los Angeles, the City of Los Angeles Fire Department is the CUPA and the Los Angeles County Fire Department, Health Hazardous Materials Division is under contract to the CUPA to implement the hazardous waste generator and onsite treatment programs.

If you generate hazardous wastes you are required to comply with the laws and regulations governing the wastes you produce. Following is an outline of some of the hazardous waste generator requirements applicable to the jewelry manufacturing process. Several DTSC fact sheets are under development and will be available January 2002. These will cover various wastestreams generated by jewelry manufacturers, generator requirements, permitting requirements, and pollution prevention alternatives. These fact sheets will be made available in English, Armenian, Spanish, and Vietnamese. There are also a number of standards in Health and Safety Code, chapter 6.5 and the California Code of Regulations, title 22 that you will want to be familiar with. For more information, you can access DTSC's website at www.dtsc.ca.gov and follow the links to Laws, Regulations and Policies for the statutes and regulations and Publication and Forms for the fact sheets, or you can call DTSC's Public and Business Liaisons at 800-72-TOXIC (800) 728- 6942.

Hazardous Waste Generation Requirements

As a generator of hazardous wastes, there are many requirements that you must comply with. Listed below are some of these requirements. For more detailed information, please consult the contact information listed above or on the last page. Please also see the DTSC fact sheet on "Hazardous Waste Generator for Jewelry Mart Operators".

1. All hazardous wastes shall be appropriately managed according to the requirements of Health and Safety Code, chapter 6.5 and the California Code of Regulations, title 22.
2. Obtain an Environmental Protection Agency Identification Number (EPA ID) from DTSC by calling 800-61-TOXIC (800-618-6942). Generators of more than 100 kilograms (kg) may need to contact U.S. EPA at (415) 395-8895 for a federally issued identification number. (Cal. Code Regs., tit. 22, § 66262.12.)
3. Verify the EPA ID number when DTSC surveys your business annually. (Health & Saf. Code § 25205.16.)
4. Make a waste determination to determine if your waste is hazardous. (Cal. Code Regs., tit. 22, § 66262.11.)
5. Label, manage, and inspect all containers and tanks. (Cal. Code Regs., tit. 22, §§ 66262.34; 66265.171-.177; and 66265.191-.193.)
6. Adhere to accumulation time limits. (Cal. Code Regs., tit. 22, § 262.34 .)
7. Provide personnel training. (Cal. Code Regs., tit. 22, § 66265.16.)
8. Prepare for emergencies. (Cal. Code Regs., tit. 22, § 265.31-.37.)
9. Use manifests for tracking of offsite shipments of hazardous wastes, including polishing dusts being sent to a metal refiner for reclamation. (Cal. Code Regs., tit. 22, §§ 66262.20-.23.)
10. Use only permitted treatment, storage, recycling, or disposal facilities. (Cal. Code Regs., tit. 22, § 66262.20.)
11. Submit facility and generator fees as required. (Health & Saf. Code §§ 25174.1; 25205.5; 25205.6; 25205.15; and 25205.22.)
12. Retain copies of manifests, exception reports and any analytical test results for three years. (Cal. Code Regs., tit. 22, § 66262.40.)
13. Remove empty chemical containers for proper disposal or relocation offsite. Contaminated containers shall be managed appropriately. (Cal. Code Regs., tit. 22, § 66261.7.)



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14. Have adequate ventilation systems to prevent threats to human health and the environment (i.e., prevent build-up of dust and clean up any accumulated dust). (Cal. Code Regs., tit. 22, § 66265.31.)

Hazardous Waste Transportation Requirements

If you send a hazardous waste to another facility, there are many other requirements that you must comply with. Listed below are some of these requirements. For more detailed information please consult the contact information listed above or on the last page. Please also see the DTSC fact sheet on "Hazardous Waste Generator Requirements for Jewelry Mart Operators".

1. Each generator who offers hazardous waste for transportation offsite shall prepare a manifest for each shipment. (Cal. Code Regs., tit. 22, §§ 66262.20-.23.)
2. Generators must use a registered hazardous waste transporter to ship hazardous waste. (Cal. Code Regs., tit. 22, § 66263.11.)
3. Check the DTSC web page at <http://www.dtsc.ca.gov/HazardousWaste/Trans000.cfm> to verify the status of a transporter.

Hazardous Waste Treatment Definitions

A hazardous waste may be treated only at an authorized facility. The terms "treatment", "onsite facility", and "offsite facility" are summarized below.

1. "Treatment" is any process or method designed to change the physical or chemical characteristics or the composition of a hazardous waste. (Health & Saf. Code § 25123.5 and Cal. Code Regs., tit 22, § 66260.10.)
2. An onsite facility means a hazardous waste facility at which hazardous waste is generated, and which is owned by, leased to, or under the control of the generator of the waste. (Health & Saf. Code § 25117.12. and Cal. Code Regs., tit. 22, § 66260.10.)
3. An offsite facility means a hazardous waste facility that is not an onsite facility. (Health & Saf. Code § 25117.11 and Cal. Code Regs., tit. 22, § 66260.10.)

Note: For buildings in the jewelry district, the suites are "leased to" and "under the control of" the tenants (who are the generators of the wastes), so only treatment that is performed by a generator in the space leased to it would be considered onsite treatment. Because the building owners are not the generators, and the generators do not own, lease, or control the treatment units, treatment occurring in the buildings' industrial wastewater treatment units would be considered offsite treatment.

Background on the Onsite Treatment of Hazardous Wastes

1. Only certain wastes are eligible to be authorized for onsite treatment. (Cal. Code Regs., tit. 22, § 67450.11 (Permit by Rule) and Health & Saf. Code § 25200.3 (Conditional Authorization) and § 25201.5 (Conditional Exemption).)
2. To determine if a waste is eligible, please contact the Los Angeles County Fire Department, Health Hazardous Materials Division at (323) 890-4045 or refer to Health and Safety Code, sections 25200.3 and 25201.5, and the California Code of Regulations, title 22, sections 67450.2-.3.
3. A tenant who generates eligible hazardous waste, and who has proper authorization, may treat its business' waste within its suite. (Health & Saf. Code §§ 25200.3 and 25201.5; and Cal. Code Regs., tit. 22, § 67450.11.)
4. Aqueous wastes containing cyanide are currently not eligible to be treated onsite. (Please also see the DTSC fact sheet on "The Management of Cyanide Hazardous Waste Produced in Jewelry Manufacturing".)
5. Individual tenants may accumulate hazardous waste, including aqueous wastes containing cyanide, for 90 to 180 days (depending on the volume of waste they generate). After accumulation they can use a registered transporter to ship the waste to an offsite facility for treatment, storage, or disposal. (Cal. Code Regs., tit. 22, § 66262.34.) Another option is to use the alternatives to cyanide, such as those listed below. (Please also see the DTSC fact sheet on "Hazardous Waste Generator Requirements for Jewelry Mart Operators".)
6. When possible use the following non-cyanide plating methods to reduce the toxicity of the hazardous waste: acid or alkaline zinc; copper sulfate or acid copper plating; cadmium; gold sulfite; and silver sulfite/thiosulfate. Non-cyanide plating alternatives for brass and bronze may also be considered. Alkaline and acidic solutions for electrostripping should also be used. (Please also see the DTSC fact sheet on "Jewelry Manufacturing Industry Pollution Prevention Recommendations".)



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7. DTSC is in the process of writing regulations for the onsite treatment of aqueous wastes containing cyanide. The regulatory requirements for these wastes may change once the regulations are approved.

Specific Requirements for the Onsite Treatment of Hazardous Wastes

If you wish to treat hazardous waste onsite, there are many requirements that you must comply with. Listed below are some of these requirements. For more detailed information please consult the contact information listed above or on the last page. Please also see the DTSC fact sheet on "Hazardous Waste Generator Requirements for Jewelry Mart Operators".

1. Treatment of waste generated by jewelry manufacturing businesses must comply with the requirements in Health and Safety Code, chapter 6.5 and the California Code of Regulations, title 22
2. Businesses that treat hazardous waste generated onsite, such as wastes containing metals and spent acid and alkaline cleaning solutions, must obtain authorization from the Los Angeles County Fire Department, Health Hazardous Materials Division. (Health & Saf. Code § 25201.4.1; Cal. Code Regs., tit. 22, §§ 67450.1 et seq.)
3. Notify the CUPA 60 days prior to start of treatment operations. (Health & Saf. Code §§ 25200.3(e), 25201.5(d); Cal. Code Regs., tit. 22, § 67450.2(b).)
4. Notification must include the treatment tier (Permit by Rule (PBR), Conditional Authorization (CA), or Conditional Exemption (CE), number of tanks or containers, estimated monthly treatment volume, waste stream type, treatment process, residuals management, and the basis for not needing a federal permit. (Health & Saf. Code §§ 25200.3(e), 25201.5(d); Cal. Code Regs., tit. 22, § 67450.2(b).)
5. Various requirements apply to businesses that are authorized, including the following:
 - A. Prepare and maintain written operation instructions (for CA and CE). (Health & Saf. Code §§ 25200.3 (c)(6), 25201.5(d).)
 - B. Prepare and maintain a written inspection schedule and written inspection log. (Health & Saf. Code §§ 25200.3(c)(5), 25201.5; Cal. Code Regs., tit. 22, § 67450.2(c)(8).)
 - C. Obtain certification of secondary containment by a Professional Engineer registered in California. (Health & Saf. Code § 25200.3(c)(4); Cal. Code Regs., tit. 22, § 67450.2(b).)
 - D. Notify the CUPA of treatment unit closure. (Health & Saf. Code §§ 25200.3(g) - 25201.5(d)(8); Cal. Code Regs., tit. 22, § 67450.3(c)(11).)
 - E. Provide adequate financial assurance for closure cost estimates (for PBR and CA). (Cal. Code Regs., tit. 22, § 67450.13.)
 - F. Submit a Phase I Environmental Assessment Checklist within one year of treatment authorization (for PBR and CA). (Health & Saf. Code § 25200.14.)
 - G. Mark exterior of unit with name of owner/operator, EPA ID number, and serial number (for PBR). (Cal. Code Regs., tit. 22, § 67450.3(c)(7).)
 - H. Prepare and maintain a written waste analysis plan, waste analysis records, and closure plan for the unit (for PBR). (Cal. Code Regs., tit. 22, § 67450.3(c)(8).)

Requirements for the Offsite Treatment of Hazardous Wastes

If you treat hazardous waste from offsite, there are many requirements that you must comply with. Listed below are some of these requirements. For more detailed information please consult the contact information listed above or on the last page. Please also see the DTSC fact sheet on "The Standardized Permit for Building Owners of Jewelry Marts".

1. Treatment of waste must comply with the requirements in Health and Safety Code, chapter 6.5, and the California Code of Regulations, title 22.
2. Businesses that treat hazardous wastes that they did not generate or that treat waste at a different location than where the waste was generated are offsite treaters and need authorization from DTSC in the form of a full or standardized permit. These wastes may contain metals, acid and alkaline cleaning solutions, or spent cyanide baths. (Health & Saf. Code § 25200.)

Note: Offsite facilities are not eligible to operate under the lower permitting tiers such as Permit by Rule, Conditional Authorization, or Conditional Exemption. Most treatment or storage activities that do not require a full federal Resource Conservation and Recovery Act (RCRA) permit are eligible to be considered for a Standardized Permit.



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Inspection Documents

The following documents must be available for review during a Los Angeles County Fire Department, Health Hazardous Materials Division or a DTSC inspection:

1. A generator must have the generator's copy of each signed manifest for the offsite shipment of hazardous wastes by a registered hazardous waste transporter. (The generator must retain a copy of every manifest used to ship hazardous waste for at least three years.) (Cal. Code Regs., tit. 22, § 66262.40.)
2. For each tenant treating wastes under PBR:
 - .. Operating records.
 - .. Annual waste analysis plan for the hazardous waste being treated.
 - .. Written closure plan.
 - .. Annual update of closure cost estimate and financial mechanism.
 - .. Written inspection schedule and log.
 - .. Publicly Owned Treatment Works (POTW) compliance records.
(Cal. Code Regs., tit. 22, § 67450.3(c))
3. An owner/operator with a standardized permit must provide the documents identified in Health and Safety Code, chapter 6.5, section 25201.6 and the California Code of Regulations, title 22, division 4.5, chapter 14. (Please see the DTSC fact sheet on "The Standardized Permit for Building Owners of Jewelry Marts".)

Assistance Contacts

This fact sheet contains general information on requirements. More detailed information and additional help can be obtained by contacting the sources listed below.

1. For more information on the regulatory requirements for hazardous waste generators, permits, and onsite authorization for the treatment of hazardous waste and eligible wastes, contact the Los Angeles County Fire Department, Health Hazardous Materials Division, the agency responsible for the regulation of hazardous wastes in the jewelry mart area, at (323) 890-4045.
2. For questions regarding EPA ID numbers and accumulation times for generators, consult DTSC fact sheets, which can be found at www.dtsc.ca.gov/database/Publications/pub_index.cfm. To obtain an EPA ID number call DTSC's Generator Information Services Section at (800) 618-6942, or if out of state call (916) 255-1136.
3. For questions regarding standardized and full permits for treatment, or to request an application package for a Standardized Permit, contact DTSC's Standardized Permits and Corrective Action Branch (SPCAB) at (510) 540-3975. Building owner/operators should also contact Cal/EPA's Business Revitalization Permit Assistance Center at (213) 977-7900 for additional information.
4. For questions regarding pollution prevention (including alternatives to cyanide) contact the Office of Pollution Prevention and Technology Development (OPPTD) at (800) 700-5854.
5. For additional information on hazardous waste requirements, you can access www.unidocs.org/hazwaste.html, or <http://calcupa.net/>.



APPENDIX D: LOS ANGELES INDUSTRIAL WASTE MANAGEMENT DIVISION (IWMD)

WASTEWATER GENERATOR REQUIREMENTS FOR JEWELRY MANUFACTURERS LOS ANGELES

Summary of Requirements

All Jewelry Manufacturers generating wastewater from operations performed in the manufacturing of Jewelry are required to obtain an **Industrial Wastewater Permit**.

Examples of Jewelry Manufacturing operations include but not limited to cleaning with detergent, steam, acid, alkaline or ultrasonic detergent, casting, tumbling, etching (cyanide stripping) and electroplating. Jewelry Manufacturing operations are subject to 40CFR 413 or 433 Categorical pretreatment standards developed by the Environmental Protection Agency (EPA). (refer to the appendix for a list of Industrial Users (IU) subject to Federal Standards).

Jewelry manufacturers must also comply with all the general **prohibitive discharge standards** in the General Pretreatment Regulations (40 CFR 403) and the Los Angeles Municipal Code (L.A.M.C.) Section 64.30. (refer to the appendix for a brief description of the L.A.M.C. 64.30 and 40CFR 403 for prohibitions.)

Jewelry manufacturers that perform operations identified in the electroplating and metal finishing categories are subject to Federal Categorical Pretreatment Standards set forth in 40 CFR 433 and L.A.M.C. 64.30. Refer to appendix for the **numerical limit (mg/l) for each pollutant** identified in the L.A.M.C.64.30 and refer to 40CFR 433 for the EPA numerical limits.

Permitted Jewelry Manufacturers **are required to sample for pollutants and submit periodic self-monitoring reports with test results** from sampling point(s) identified the Industrial Wastewater Permit. (refer to L.A.M.C. 64.30 for details periodic self monitoring requirements).

Jewelry Manufacturers must notify IWMD at (213) 485-5874 whenever **changes in** operations, process, flow, or pretreatment system occurs at their facility. A permit modification may be necessary as a result of the changes.

Jewelry Manufacturers must follow their Spill Control Plan. Failure to report a spill or illegal discharge can result in civil as well as criminal prosecution.

To obtain an Industrial Wastewater Permit, Jewelry Manufacturers must submit a completed application and pay the associated application fee of \$356 (fee maybe subject to change).

For permit application and assistance, please contact **Industrial Waste Management Division at (213) 485-5874**.



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APPENDIX E: LOS ANGELES DEPARTMENT OF BUILDING AND SAFETY (LADBS)

RESPONSIBILITY: LADBS is the agency primarily responsible insuring compliance with applicable city codes relative to Jewelry Mart buildings.

PERMITS: LADBS issues building, electric, plumbing, and mechanical permits that allow construction activities in Jewelry Mart buildings.

APPLICATIONS: The following construction activities associated with jewelry manufacturing are examples of those that might require a LADBS permit (not a complete list):

- Change of use and occupancy to convert tenant space to F-1 Occupancy.
- Install fire sprinkler systems.
- Install ventilation systems.
- Install or repair plumbing systems.
- Install or replace electric wiring.
- Install vent hoods over kilns.

In addition to issuing permits, LADBS also maintains an Electrical and Mechanical Testing Laboratory (Test Lab). The function of the Test Lab is to test and certify electrical and mechanical products used or sold in the City of Los Angeles when the products have not been tested and approved a recognized testing agency such as Underwriters Laboratory (UL) or the American Gas Association (AGA). The following items are examples of products that might require approval by the Test Lab (not a complete list):

- Gas burning equipment, including kilns and ovens.
- Electrical equipment, including magnetic tumblers, melting furnaces, grinders, ultrasonic cleaners, casting machines, and electroplating machines.

INFORMATION: For additional information contact:

- LADBS pages of L.A. City web site at www.lacity.org or www.ladbs.org.
- LADBS Case Management Unit at (213) 977- 6457 or (213) 977- 6450.



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APPENDIX F:

LOS ANGELES FIRE DEPARTMENT (LAFD)

RESPONSIBILITY:

LAFD is the agency primarily responsible for fire safety in Jewelry Mart buildings.

LAFD is also involved with the storage, use, and handling of hazardous materials and with manufacturing processes that involve hazardous materials.

PERMITS:

LAFD issues the following permits, among others:

- 1) F-315 permits regulate the amount of hazardous materials that may be stored in each tenant space. All Jewelry Manufactures shall have an LAFD F-315 Special Permit. The Permit may be obtained from your annual fire inspector.
- 2) Division 5 permits are required to erect, install or relocate any appliance, device, or system when such equipment is to be used in connection with hazardous materials, hazardous waste, or hazardous plastic.
- 3) CUPA permits for disclosure of hazardous materials.

APPLICATIONS:

The following items are subject to regulation by LAFD (not a complete list):

- 1) Hazardous materials.
- 2) Compressed gases.
- 3) Flammable gas torches.
- 4) Exits.
- 5) Fire protection systems and equipment.
- 6) Fire extinguishing systems and equipment.

LAFD inspectors insure Hazardous Materials are maintained as follows (not a complete list):

- 1) Hazardous materials cabinets.
- 2) Proper separation, isolation, and limitation of hazardous materials.
- 3) Material Data Safety Sheets (MSDS).
- 4) Hazardous materials labeling signs.
- 5) Building identification signs.
- 6) Neutralizers for hazardous material spills.

INFORMATION:

For additional information please contact:

- Bureau of Fire Prevention and Public Safety at (213) 485-5971.
- www.lafd.org



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APPENDIX G: LOS ANGELES COUNTY FIRE DEPARTMENT (LACOFD)

Compliance and Regulatory Requirements

All Hazardous Waste Generators are to be in compliance with the following requirements of the California Health and Safety Code and the California Code of Regulations:

- 1) Obtain an Environmental Protection Agency Identification Number (EPA ID number).
Call (800) 618-6942 or (916) 255-1136.
- 2) Obtain a Certified Unified Program Agency Permit (CUPA) Hazardous Waste Permit.
- 3) Applicable fees are to be paid in a timely manner.
- 4) Determine if a waste is a Hazardous Waste. The determination can be made by using any of the following: knowledge of the process, analysis of the waste by a Certified Laboratory or the waste is Listed as a Hazardous Waste.
Analytical data for Hazardous Waste(s) are to be retained by the generator.
- 5) All Hazardous Waste containers and tanks require proper labeling
(Blank Hazardous Waste labels are commercially available).
- 6) Hazardous Waste storage is to be in compatible containers.
- 7) Hazardous Waste containers are kept closed except when adding or removing contents.
- 8) Hazardous Waste containers are to be handled in a manner that will avoid causing ruptures/ leaks.
- 9) Areas where Hazardous Waste containers are stored require periodic inspections.
- 10) Time limits for the storage of Hazardous Wastes are to be observed.
- 11) All Hazardous Wastes, including polishing dusts, are to be transported using a Registered Hazardous Waste Transporter.
- 12) All Hazardous Waste, including polishing dust, are to be transported to a facility authorized and permitted by the State of California.
- 13) The generator copy of the Hazardous Waste Manifests used for transportation of all Hazardous Wastes, such as polishing dusts, is to be retained by the generator for 3 years.
- 14) Exemption Reports and Biennial Reports are to be retained by the generator for 3 years.
- 15) Treatment of hazardous waste is not allowed without a permit or grant of authorization.
Treatment is, but not limited to, the following: Refining/smelting, incineration, cyanide destruction, electrolytic recovery, metal precipitation, pH adjustment, and evaporation.
- 16) Adequate dust collection systems are required to collect Hazardous Waste, such as polishing dust and metal fumes, and to prevent disposal to unauthorized locations.
- 17) Discharge of Hazardous Waste into the public sewer system is prohibited.
- 18) Personnel who handle Hazardous Waste are to have adequate training.

For additional information please contact:
County of Los Angeles Fire Department
Prevention Bureau
Health Hazardous Materials Division
5825 Rickenbacker Road
Commerce, CA 90040
(323) 890-4045
www.lacofd.org