

Unified Program Newsletter – August 2025

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CalEPA

Request to Submit Abstracts: 28th Annual CUPA Conference

The California CUPA Forum Board's conference committee is requesting abstracts for the 2026 CUPA Conference. Abstracts must be submitted through the CUPA Forum conference website at <https://www.calcupa.org/conference/index.html> beginning August 1, 2025, through September 19, 2025. Please note that speaker biographies must be submitted and approved prior to submitting an abstract. For additional information or questions regarding abstracts for the 28th Annual Conference, please contact the Conference Manager at conferencemanager@calcupa.org or call (530) 676-0815.

The Unified Program State Agencies recognizes that presenting at the conference is a significant commitment for both UPA management and the individual presenter. UPAs that meet their program obligations while also presenting at the CUPA Conference will be recognized for their outstanding achievements.

CERS

Merging Facility Records

There should only be one CERS ID for a location in CERS, but occasionally we encounter duplicate CERS IDs for the same location. Regulator users can eliminate the "duplicate" CERS ID while maintaining the submittal history for both facilities by merging the records. The merge process is irreversible. Please refer to the "How to Merge

Duplicate Facilities in CERS" article at the end of this Newsletter for more information and instructions for how to merge facilities in CERS.

If you have any questions regarding the merge process, please contact CERS Technical Help (cers@calepa.ca.gov).

State Water Board

Report 6 Due September 1, 2025

The State Water Board recently distributed the Report 6 forms and instructions to all UPAs for the reporting period of January 1 through June 30, 2025. UPAs must submit the completed Report 6 no later than September 1, 2025.

If inaccurate Report 6 data is submitted, it will be returned to the UPA for corrections. Corrected Report 6 submissions must also be received by the September 1, 2025, deadline to avoid being considered late.

Consistent with the last several reporting periods, UPAs will continue to report field constructed tanks, facilities with USTs that have received red tags, and facilities that have abandoned or temporarily closed USTs.

For more information regarding Report 6 requirements please contact Magnolia Busse at (916) 341-5870 or Magnolia.Busse@waterboards.ca.gov.

Chapter 16 Rewrite Update

The State Water Board will decide whether to adopt the proposed amendments to the UST Regulations as part of the September 3, 2025, Board Meeting. If adopted, a copy of the proposed UST Regulations will be available soon after the meeting. The rulemaking will then be submitted to the Office of Administrative Law for approval and is expected to take effect on January 1, 2026.

For additional information regarding the Chapter 16 rewrite, please contact Tom Henderson at (916) 319-9128 or Tom.Henderson@waterboards.ca.gov.

Overfill Prevention Equipment Methods on Hybrid USTs

Hybrid systems, which are double-walled USTs with single-walled product piping installed before July 1, 1987, are required to upgrade or permanently close the single-walled piping before the December 31, 2025, closure deadline (See H&SC, chapter 6.7, section 25292.05(a)(1)). Currently, these USTs may utilize any of the overfill prevention equipment methods, regardless of whether the vent or fill piping is secondarily contained, as noted in [Local Guidance 150](https://www.waterboards.ca.gov/water_issues/programs/ust/leak_prevention/lgs/docs/150-3.pdf) (https://www.waterboards.ca.gov/water_issues/programs/ust/leak_prevention/lgs/docs/150-3.pdf).

If the owner or operator upgrades the hybrid system but continues to utilize the single-walled vent or fill piping exclusions specified in H&SC 6.7, section 25281.5, the UST may only utilize the overfill prevention equipment methods described in UST Regulations,

section 2636(a). Alternatively, if the hybrid system is upgraded, and the vent or fill piping is secondarily contained, the UST may utilize any of the overfill prevention equipment methods listed in UST Regulations, section 2635(c)(1).

For additional information regarding single-walled or hybrid systems, please contact Jenna Hartman at (916) 327-8563 or Jenna.Hartman@waterboards.ca.gov.

UST Certification of Installation/Modification - California Environmental Reporting System

In accordance with UST Regulations, sections 2635(f) and 2636(c), the UST Certification of Installation/Modification submittal element must be completed whenever a tank or piping installation occurs. It is the UPA's responsibility to ensure that the California Environmental Reporting System (CERS) submittal includes this element before accepting the submittal.

Evaluation staff will review whether the UST Certification of Installation/Modification is being properly utilized and will document this as an observation during evaluations. Beginning January 1, 2026, owners and operators must submit the UST Certification of Installation/Modification form within 30 days of a tank, piping, or containment sump installation inspection. UPAs that do not correctly utilize the UST Certification of Installation/Modification submittal element may be issued a deficiency or incidental finding.

For questions regarding the UST Certification of Installation/Modification submittal element in CERS, please contact Michelle Suh at (916) 323-0878 or Michelle.Suh@waterboards.ca.gov.

DTSC

Tiny Topic Training Update – Reaching Inspectors Across California

The Department of Toxic Substances Control (DTSC) continues to expand its outreach through Tiny Topic Training sessions delivered at Northern California Technical Assistance Group (TAG), Southern California TAG, and Central Region CUPA Forum Board (CFB) meetings. These brief yet impactful training segments are designed to strengthen technical knowledge and regulatory understanding across a variety of subjects.

So far, DTSC has delivered four Tiny Topic presentations to CUPAs:

- 10x/20x Rules
- Financial Assurance for Tiered Permitting
- Used Oil Definitions
- Speculative Accumulation

What's next?

We are actively developing new Tiny Topics, including:

- Hazardous Waste Tracking System (HWTS)
- Outdoor Shooting Ranges
- Environmental Releases
- Point of Generation

While the topics may be “tiny,” the effort behind them is greater than tiny. Our staff dedicates time and expertise to ensure the most relevant and accurate information is shared during each presentation. These sessions are valuable for new inspectors seeking foundational knowledge, as well as experienced inspectors looking to refresh their understanding of specific regulatory areas.

To maximize the reach of these training courses, we encourage **CUPA managers** to **share the materials** and information with your teams following TAG and CFB meetings.

We are also exploring additional ways to extend Tiny Topic Training access to a broader audience, including industry partners and newly onboarded staff.

Thank you for your continued collaboration in strengthening California's hazardous waste management regulations.

In-Person Environmental Sampling for Enforcement Training Sections Update

DTSC is proud to announce the continued success of our In-Person Environmental Sampling for Enforcement Training, designed to strengthen field capabilities and promote consistency in environmental sampling procedures across California.

This hands-on training has been delivered throughout the state and will now be offered annually in Northern, Central, and Southern California. Additionally, DTSC's Office of Criminal Investigation has presented this training during the CUPA Conferences, helping extend its reach to a wider regulatory audience.

Upcoming Training Schedule:

- **Chatsworth** – September 17, 2025 (Limited spots remaining, please contact DTSC_CUPATrainers@dtsc.ca.gov if you would like to attend this training section.)
- **San Mateo** – October 1, 2025 - Currently full; waitlist available. Please submit the registration form if you would like to be added to the waiting list. The registration form is located at the following link:
https://forms.office.com/Pages/ResponsePage.aspx?id=9P+PP2DHKky6uMY-9L0kOUOUI8FqzDJKtQuXPjc_pyNUNkg0WkpWWEFHQTdUMjdDVVIUUVQ5OEo5UC4u
- **Fresno** – November 19, 2025 - Now accepting registrations. The registration form is located at the following link:
https://forms.office.com/Pages/ResponsePage.aspx?id=9P+PP2DHKky6uMY-9L0kOUOUI8FqzDJKtQuXPjc_pyNUREFNTE84Vk1NWkZZUFk3RkU1Uk1W0EFFSi4u

The training will focus on preparation and sampling techniques for environmental sampling for enforcement.

- Students will learn how to prepare for sampling, sampling strategies, the various sampling equipment to use, the various laboratory analyses to request, how to interpret the results, and how to present those results to be able to build legally defensible cases.

- Includes hands-on training with sampling equipment to learn how to collect and document various types of samples.

We encourage early registration to secure your spot, as space is limited, and demand remains high.

Now Available: Recorded Training – Hazardous Waste Sampling and Lab Results Interpretation

The CUPA Training and Assistance Unit is pleased to announce that the “**Hazardous Waste Sampling and Lab Results Interpretation**” training, which was virtually delivered by DTSC in May 2025, is now available as a recorded course on the CalCUPA Learning Management System (LMS). You can access the training here:

https://calcupa.org/lms-course/index.html?moodle_course_id=103

This session covers:

- When and why to conduct hazardous waste sampling
- Choosing appropriate sampling methods
- Proper documentation and chain of custody
- Selecting analytical methods
- Interpreting lab data, including qualifiers and QA/QC checks
- Applying lessons through real-world case examples

Participants who complete the recorded course through the CalCUPA Learning Management System will also earn two Continuing Education Units (CEUs).

If you have any follow-up questions or would like to recommend future training topics, please contact us at dtsc_cupatrainers@dtsc.ca.gov.

References or links to information cited in this newsletter are subject to change. CalEPA is interested in your comments and suggestions regarding the Unified Program monthly newsletter. Please email your comments and suggestions to: cupa@calepa.ca.gov.

[CalEPA Unified Program Home Page](#)

How to Merge Duplicate Facilities in CERS

Newsletter Article Updated: August 2025

Question: A new manager unknowingly created a new CERS ID and made a submittal for an existing facility in CERS. CERS now has two CERS IDs for the same site. Can the two CERS IDs be merged to eliminate the 'duplicate' CERS ID created and not lose the Submittal History made?

Answer: A business should not create a new CERS ID unless one has not already assigned to that location. **The Merge Facility feature in CERS can be used to eliminate duplicate CERS ID for the same location within the same business/Organization.** Regulators will first need to use the **Facility Transfer** function so that both facilities are in the same business/Organization, then merge facility records. The duplicate facility record will be merged into the target facility record and all its submittals will be transferred to the target facility. Following the facility merge, the duplicate CERS ID will be deleted from CERS as part of the merge process – ***this action is irreversible.**

Example:

10179983	Test Facility	existing CERS ID	1234 Main Ave	Sacramento	95838	CAL123456789	8/27/2021
10182611	Test Facility	duplicate CERS ID	1234 Main Ave	Sacramento	95838		2/18/2022

Organization 1 (Duplicate Facility Record)

General Information

Organization Name

CalEPA Test Business Organization

Edit

Business Lead Regulator

Sacramento County Environmental Management Department

Facility/User Counts

1 / 1

Headquarters

Sacramento, CA

Multi-Jurisdictional? (MJB)

No

Organization Code

90036460

Origin

Business (Organization was established by a Business User in the Business Portal.)

Last Submittal (Any facility/element)

02/18/2022

People

	First Name	Last Name	Email	Title	Account Status
Select	Tara	Van	tara.van@calepa.ca.gov	Admin	<div>Username: Taravan2</div> <div>Permissions: Lead Users</div> <div>Last Sign-in: 2/21/2022 7:34 AM</div>

Show All People

All Roles

Export To Excel

Facilities

	Facility Name	Street Address	City	ZIP Code	LastSubmittal
10182611	Test Facility	1234 Main Ave	Sacramento	95838	02/18/2022

Organization 2 (Target Facility)

General Information

Organization Name

CalEPA Test Business Organization

Edit

Business Lead Regulator

Sacramento County Environmental Management Department

Facility/User Counts

2 / 4

Headquarters

Sacramento, CA

Multi-Jurisdictional? (MJB)

No

Organization Code

90016663

Origin

CUPA (Established by a CUPA Lead User in the Regulator Portal.)

Last Submittal (Any facility/element)

10/05/2021

People

	First Name	Last Name	Email	Title	Account Status
Select	Jessie	Perez	jperez@calepa.ca.gov		<div>Username: jperez</div> <div>Permissions: Lead Users</div> <div>Last Sign-in: 2/9/2022 1:22 PM</div>
Select	Tara	Van	tara.van@calepa.ca.gov		<div>Username: Taravan2</div> <div>Permissions: Lead Users</div> <div>Last Sign-in: 2/21/2022 7:34 AM</div>
Select	Neeraj	Seelam	neeraj.seelam@calepa.ca.gov		<div>Username: neerajseelam</div> <div>Permissions: Lead Users</div> <div>Last Sign-in: 2/18/2022 1:20 PM</div>
Select	Siva	Musam	siva.musam@calepa.ca.gov		<div>Username: No Account</div> <div>Permissions: Lead Users</div> <div>Last Sign-in: Never</div>

Show All People

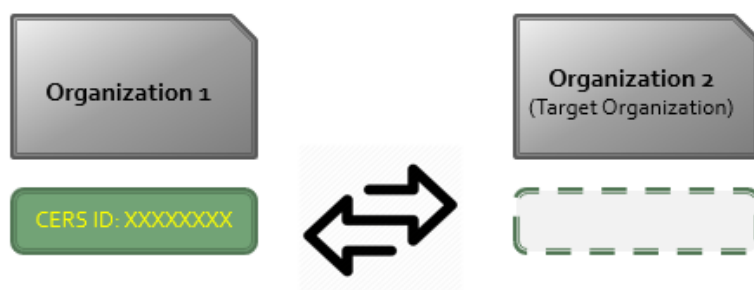
All Roles

Export To Excel

Facilities

	Facility Name	Street Address	City	ZIP Code	LastSubmittal
10179983	Test Facility	1234 Main Ave	Sacramento	95838	08/27/2021
10181738	FTT Facility Transfer Test	1001 I St	Sacramento	95814	10/05/2021

Facility Transfer



1. Open your web browser and navigate to the **CERS Central** Home page:
<https://cers.calepa.ca.gov>
2. Select the (blue) “**Regulator Portal Sign In**” button.
3. Sign in to the **CERS Regulator portal** by entering your CERS Regulator account **username** and **password**.
4. Prior to performing the transfer, review the **Business/Organization** current **Submittal History**.
 - At the menu bar, select the **Businesses** button, input the **Business Name (Organization 2)** and click the blue **Search** button.
 - Click the blue **Select** button next to the **Business** name.
 - At the **Business Summary** page, click the **Submittal** link on the left. **Please note** there are 4 separate submittals in this example.

Facility: Test Facility (CERSID: 10179983)

Home » Facility Search » Facility Summary_10179983 » Submittal History

Submittal History for Test Facility

*Note: Submittal data is current as of 2/18/2022 at 12:00 AM.

CERSID	Address	Submitted	Facility	Inventory	Plans	UST	TP	RMR	Remote	Tank	APSA
10179983	Test Facility 1234 Main Ave Sacramento, 95838	8/27/2021 8:48PM	Accepted	Submitted	Submitted						
10179983	Test Facility 1234 Main Ave Sacramento, 95838	6/2/2021 2:57PM	Certified	Certified	Certified						
10179983	Test Facility 1234 Main Ave Sacramento, 95838	2/15/2021 7:08PM	Certified	Certified	Certified						
10179983	Test Facility 1234 Main Ave Sacramento, 95838	2/11/2021 10:42AM	Accepted	Accepted	Accepted						

1 - 4 of 4 items

5. Search for the duplicate facility in question for transfer.
 - At the **Business Submittals** page, select **Facilities** link on the left menu bar.
 - Select the blue CERS ID in question.
 - Review the **Submittal History**. In the particular example; the **Submittal History** also shows this facility has 1 submitted submittal and none in the **Archived Submittal History**. Any pending draft submittals will not be reflected here, only in the Business portal.

Facility: Test Facility (CERSID: 10182611)
Home » Facility Search » Facility Summary: 10182611 » Submittal History

Summary
Submittals
Reporting Requirements
Compliance
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Manage Facility
Change UPA
Location Map

Submittal History for Test Facility

*Note: Submittal data is current as of 2/21/2022 at 12:00 AM.

CERSID	Address	Submitted	Facility	Inventory	Plans	UST	TP	RMR	Remote	Tank	APSA
10182611	Test Facility 1234 Main Ave Sacramento, 95838	2/19/2022 12:05PM	Submitted 2/18/2022								

1 - 1 of 1 items

Archived Submittal History for CERSID: 10182611

Submittals shown below were submitted by previous owner/operators of this facility.

CERSID	Address	Submitted	Facility	Inventory	Plans	UST	TP	RMR	Remote	Tank	APSA

No items to display

6. At the left menu bar, select **Manage Facility** link, then select the **Transfer Facility to Another Business** link.

Manage Facility: Test Facility (CERSID: 10182611)
Home » Facility Search » Facility Summary: 10182611 » Manage Facility

Summary
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Manage Facility
Change UPA
Location Map

Manage Facility

Transfer Facility to Another Business
Businesses can request, and regulators can approve (or perform) transferring a facility from one business to another. Facility Transfer requests from businesses typically occur when a new owner/operator of a facility claims an existing CERS ID (physical address) reported upon by a previous facility owner/operator. Facility transfers are also commonly used to consolidate a multi-facility business' facilities that were established in separate single-facility businesses (due to the CERS1 migration or other issues). Unless the regulator chooses otherwise, any submittals submitted by the previous facility owner/operator (CERS Organization) will be archived. In certain cases Cal/EPA may approve facility transfers involving many facilities for a multi-jurisdictional business.

Merge Facility into Another Facility of this Business
This can be used to eliminate duplicate facility records for the same business and address. Facilities can only be merged into another facility for the same business/organization. Use the Facility Transfer function to move and then merge facilities between businesses. Note: The facility being merged into another will be deleted in CERS and all of its submittals transferred to the destination facility--this action is irreversible. Any draft submittal data for the merging facility will be deleted.

7. At the **Facility Transfer** page, input **Organization Name (Organization 2) & Headquarters** then click the blue **Search CERS Organizations** button.

Facility Transfer: Test Facility (CERSID: 10182611)
Home » Facility Search » Facility Summary: 10182611 » Facility Transfer

Summary
Submittals
Reporting Requirements
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Manage Facility
Change UPA
Location Map

Step 1: Select New CERS Organization for this Facility

Facility to Transfer
Facility Name: Test Facility
Facility Address: 1234 Main Ave, Sacramento CA 95838
Current Business Name: CalEPA Test Business Organization (Sacramento, CA)

Transfer to the Following Business/Organization
Please enter the name of the business (NOT facility) you wish to transfer this facility into.

Organization Name: OR

Headquarters:

Business/Organization Name: Headquarters: Facilities:

No items to display

8. Once the **Business/Organization** is found, select the blue **Select** button next to the **Business/Organization Name**. This business organization has 2 facilities.

Facility Transfer: Test Facility (CERSID: 10182611)
Home » Facility Search » Facility Summary_10182611 » Facility Transfer

Summary
Submittals
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Location Map

Step 1: Select New CERS Organization for this Facility

Facility to Transfer
Facility Name: Test Facility
Facility Address: 1234 Main Ave, Sacramento CA 95838
Current Business Name: CalEPA Test Business Organization (Sacramento, CA)

Transfer to the Following Business/Organization
Please enter the name of the business (NOT facility) you wish to transfer this facility into.

Organization Name:
Headquarters: OR

Transfer to my CUPA's Non-Regulated/Not Applicable Facilities Organization
Use when 1) facility is no longer owned/operated by facility's current CERS Organization and new owner/operator's activities at the facility are non-regulated, or 2) new owner/operator is unknown.

Business/Organization Name	Headquarters	Facilities
<input type="button" value="Select"/> CalEPA Test Business Organization	Sacramento, CA	2
Facility's Current Business: CalEPA Test Business Organization	Sacramento, CA	1

1 - 2 of 2 items

9. At the **Confirm Facility Transfer** page:
- Use the drop-down arrow to select **Regulator Approving Facility Transfer**.
 - Provide a reason why the facility is being transferred into the provided **Comments** box.
 - **IF** there are past submittals or any current draft. A checkbox will appear for selection to **Transfer Past Submittals (and any current drafts) to New Business/Organization (Organization 2)**. System will indicate the number of past submittals next to it.
 - **IF** it is determined that submittal history do not need to be transferred to the new facility, leave this box unchecked.

For this example, check the checkbox to **Transfer Past Submittals (and any current drafts) to New Business/Organization**. By checking this checkbox, all current submittals in the **Submittals History** will be transferred to the new business organization **Submittals History** section. If leave unchecked, the submittals will just transfer to the **Archived Submittal History** section.

Confirm Facility Transfer: Test Facility
Home » Facility Search » Facility Summary_10182611 » Facility Transfer

Summary
Submittals
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Compliance
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Manage Facility
Change UPA
Location Map

Confirm Transfer: Test Facility

Confirm Facility Transfer details

Source Business/Organization: CalEPA Test Business Organization
Target Business/Organization: CalEPA Test Business Organization

Facility to be Transferred: Test Facility
1234 Main Ave Sacramento 95838

Regulator Approving Facility Transfer: California Environmental Protection Agency Partners

Comments: Duplicate facility created in error, transfer past submittals history box CHECKED.

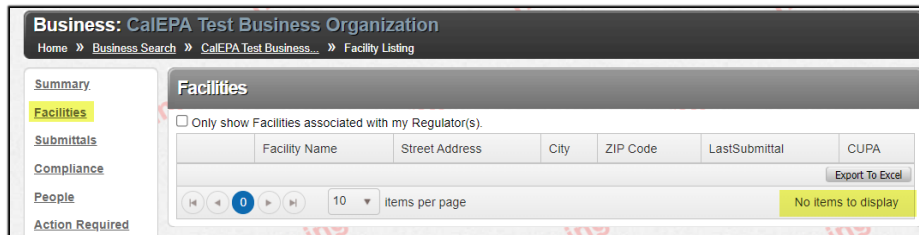
☒ **Transfer Past Submittals (and any current drafts) to New Business/Organization: 1**
submittal elements were previously submitted (or currently drafted) for this facility. Check this box only if you wish these past submittals to be transferred to the new Business/Organization. Normally a facility's past submittals should remain associated with the business (facility owner/operator) who submitted the reports.

10. Select the blue **Done** button at the **Facility Transfer Confirmation** page.

A screenshot of the 'Facility Transfer Confirmation' page. The page title is 'Facility Transfer Confirmation: Test Facility'. The breadcrumb trail is 'Home » Facility Search » Facility Summary: 10182611 » Facility Transfer Confirmation'. The main heading is 'Facility Transfer Confirmation'. Below it, a section titled 'Finish: Facility Transfer Confirmation' contains the text: 'The following facility has been transferred successfully to another business.' This is followed by details: 'Facility Name: Test Facility', 'Facility Address: 1234 Main Ave, Sacramento CA 95838', and 'New Business Name: CalEPA Test Business Organization (Sacramento, CA)'. A paragraph below states: 'Facility Transfer Confirmation Identifier H4DWBGK The organization (CalEPA Test Business Organization, Sacramento, CA) the facility was transferred out of no longer has any facilities and has been made inactive.' A red arrow points to a blue 'Done' button in the bottom right corner.

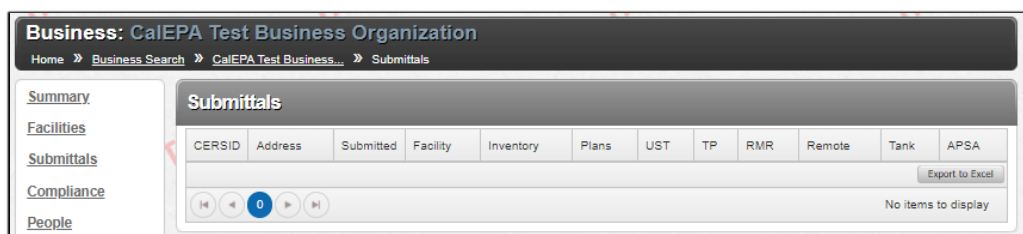
11. Review to ensure **DUPLICATE** facility (**10182611**) is no longer listed here in the **DUPLICATE** business organization (**Organization 1**).

- At the **CERS** Main page, menu bar on top, select the **Businesses** button, input the **Business Name**, select the blue **Search** button.
 - If it was the last facility of the business, change the **Status to Inactive** instead of leaving the default value of **Active**.
- Click the blue **Select** button next to the **Business Name**.
- At the **Business Summary** page, select the **Facilities** link on the left menu bar for facilities listing.
- At the **Facilities** page, review to ensure the facility (**10182611**) was transferred out successfully.

A screenshot of the 'Business Summary' page for 'CalEPA Test Business Organization'. The breadcrumb trail is 'Home » Business Search » CalEPA Test Business... » Facility Listing'. The left sidebar has a menu with 'Summary', 'Facilities' (highlighted), 'Submittals', 'Compliance', 'People', and 'Action Required'. The main content area is titled 'Facilities' and contains a checkbox 'Only show Facilities associated with my Regulator(s)'. Below this is a table with columns: 'Facility Name', 'Street Address', 'City', 'ZIP Code', 'LastSubmittal', and 'CUPA'. At the bottom of the table area, it says '10 Items per page' and 'No items to display'. There is an 'Export To Excel' button.

12. Review the **DUPLICATE** business organization (**Organization 1**) to ensure the facility submittals were also successfully transferred out.

- At the **Facility Listing** page, click the **Submittals** link on the left menu bar.
- **Submittals** page, review to ensure **DUPLICATE** facility (**10182611**) submittals no longer listed under **DUPLICATE** business organization (**Organization 1**), **Submittals** page.



13. Review the **Organization 2 (90016663) Submittals** page to ensure submittals for duplicate facility (**10182611**) were successfully transferred over since the checkbox was checked.

- At the main page, select the **Businesses** button at the top menu bar.
- Input the **Business Name** and click the **Search** button.
- Click the blue **Select** button next to the **Business Name**.
- The newly transferred facility should be listed under the **Facilities** section.

CERSID	Address	Submitted	Facility	Inventory	Plans	UST	TP	RMR	Remote	Tank	APSA
10182611	Test Facility 1234 Main Ave Sacramento, 95838	2/18/2022 12:55PM	Submitted 2/18/2022								
10181738	FTT Facility Transfer Test 10011 St Sacramento, 95814	10/5/2021 10:36AM	Submitted 10/5/2021	Submitted 10/5/2021	Submitted 10/5/2021						
10179983	Test Facility 1234 Main Ave Sacramento, 95838	8/27/2021 8:48PM	Accepted 8/29/2021	Submitted 8/27/2021	Submitted 8/27/2021						
10179983	Test Facility 1234 Main Ave Sacramento, 95838	6/2/2021 8:37PM	Certified 6/2/2021	Certified 6/2/2021	Certified 6/2/2021						
10179983	Test Facility 1234 Main Ave Sacramento, 95838	2/15/2021 7:00PM	Certified 2/15/2021	Certified 2/15/2021	Certified 2/15/2021						
10179983	Test Facility 1234 Main Ave Sacramento, 95838	2/11/2021 10:02AM	Accepted 2/15/2021	Accepted 2/15/2021	Accepted 2/15/2021						

14. Review the newly transferred facility's submittals:

- Under the **Facilities** section, select the blue **CERS ID** of the newly transferred facility.
- At the left menu bar, select the **Submittals** link to review facility submittals.
- Since the checkbox was checked, the **Facility Summary/Submittal History** page will show 1 submittal in the **Submittal History** section, but not in the **Archived Submittal History**.
- The submittal will be accessible by the business user.

Facility: Test Facility (CERSID: 10182611)
 Home » Facility Search » Facility Summary: 10182611 » Submittal History

Summary
[Submittals](#)
[Reporting Requirements](#)
[Compliance](#)
[Notifications](#)
[Manage Facility](#)
[Change UPA](#)
[Location Map](#)

Submittal History for Test Facility

Note: Submittal data is current as of 2/22/2022 at 12:00 AM.

[Export to Excel](#)

CERSID	Address	Submitted	Facility	Inventory	Plans	UST	TP	RMR	Remote	Tank	APSA
10182611	Test Facility 1234 Main Ave Sacramento, 95838	2/18/2022 12:05PM	Submitted 2/18/2022								

1 - 1 of 1 items

Archived Submittal History for CERSID: 10182611

Submittals shown below were submitted by previous owner/operators of this facility.

CERSID	Address	Submitted	Facility	Inventory	Plans	UST	TP	RMR	Remote	Tank	APSA
--------	---------	-----------	----------	-----------	-------	-----	----	-----	--------	------	------

[Export to Excel](#)

No items to display

Now that both facilities are under the same organization, the duplicate facility (10182611) can now be merged with target facility (10178983) and not lose the submittal history made.

Merge Facility



Facility records must belong to the same Business/Organization before they can be merged. The duplicate facility that is being merged into the target facility will be deleted in CERS and all its submittals will be transferred to the target facility – this action is irreversible.

1. At the **Home** page, select the **Business** button at the top menu bar. Search for Business/Organization. In this example, we will be using:
 - **Business/Organization** - CalEPA Test Business Organization (90016663)
 - Merge **FROM (Duplicate Facility)** - Test Facility (10182611)
 - Merge **TO (Target Facility)** – Test Facility (10179983)

The screenshot shows a table with the following data:

	Facility Name	Street Address	City	ZIP Code	LastSubmittal
10179983	Test Facility	1234 Main Ave	Sacramento	95838	08/27/2021
10181738	FTT Facility Transfer Test	1001 I St	Sacramento	95814	10/05/2021
10182611	Test Facility duplicate	1234 Main Ave	Sacramento	95838	02/18/2022

At the bottom right of the table is a button labeled "Export To Excel". The page number "1 - 3 of 3 items" is shown at the bottom right.

2. At the **Business Summary** page, **Facilities** section, click on the CERS ID to be merged, **Test Facility (10182611)**.
 - Left menu bar, select **Manage Facility** link.
 - Select **Merge Facility into Another Facility of this Business** link.

The screenshot shows the "Manage Facility" page for "Test Facility (CERSID: 10182611)". The left sidebar contains a menu with the following items: Summary, Submittals, Reporting, Requirements, Compliance, Notifications, **Manage Facility** (highlighted), Change UPA, and Location Map. The main content area has a heading "Manage Facility" and two links: "Transfer Facility to Another Business" and "Merge Facility into Another Facility of this Business" (highlighted). Below the "Merge Facility into Another Facility of this Business" link, there is a detailed explanation of the merge process and a note stating that the action is irreversible.

- At the **Merge Facility** page, Source Facility (10182611) is to be merged/eliminated.
 - In the **Select Target Facility** section, select the blue **Select** button next to the CERS ID target facility (merge to).

- At the **Confirm Facility Merge** page, select the **Regulator**, input a **Comment** for the facility merge, and select the blue **Confirm** button.

- At the **Facility Merge Confirmation** page, select the blue **Done** button to complete the facility merge.

6. **CalEPA Test Business Organization (Organization 2)** no longer has the duplicate facility, CERS ID 10182611. Submittal History has been merged successfully and assumed the identity of CERS ID 10179983.

Facility: Test Facility (CERSID: 10179983)
[Home](#) » [Facility Search](#) » [Facility Summary: 10179983](#) » [Submittal History](#)

Submittal History for Test Facility

Note: Submittal data is current as of 2/23/2022 at 12:00 AM.

merged submittal

CERSID	Address	Submitted	Facility	Inventory	Plans	UST	TP	RMR	Remote	Tank	APSA
10179983	Test Facility 1234 Main Ave Sacramento, 95838	2/18/2022 12:05PM	Submitted 2/18/2022								
10179983	Test Facility 1234 Main Ave Sacramento, 95838	8/27/2021 5:49PM	Accepted 9/29/2021	Submitted 8/27/2021	Submitted 8/27/2021						
10179983	Test Facility 1234 Main Ave Sacramento, 95838	6/2/2021 2:57PM	Certified 8/2/2021	Certified 6/2/2021	Certified 6/2/2021						
10179983	Test Facility 1234 Main Ave Sacramento, 95838	2/15/2021 7:08PM	Certified 2/15/2021	Certified 2/15/2021	Certified 2/15/2021						
10179983	Test Facility 1234 Main Ave Sacramento, 95838	2/11/2021 10:42AM	Accepted 2/15/2021	Accepted 2/15/2021	Accepted 2/15/2021						

1 - 5 of 5 items

Archived Submittal History for CERSID: 10179983

Submittals shown below were submitted by previous owner/operators of this facility.

CERSID	Address	Submitted	Facility	Inventory	Plans	UST	TP	RMR	Remote	Tank	APSA
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No items to display