

## CME FAQ: How to Report Non-Inspection Related Violations

### How should non-inspection related violations be reported in CERS?

Violations that are unrelated to an inspection should be reported in CERS with the designation of 'other inspection'. This includes violations such as 'failure to report' and other violations that may be identified without conducting an on-site inspection. Add clarifying text in the Inspection Comment field and your name.

**Create Inspection: Palo Alto City Hall (CERS ID: 10143311)**

Save Cancel

**General Inspection Information**

Inspection Date: 4/2/2014  
Regulator: Palo Alto City Fire Department  
Inspection Type:  Routine  Other  
Data Entry Status: Approved

**Inspected Program(s)**

Program Element	Last Inspection	Last Submitted	Regulating UPA
<input checked="" type="checkbox"/> Hazardous Materials Release Response Plans (HMRRP) Inspection Comments: Non Inspection related violation: Failure to report a current Hazardous Materials Inventory and updated site map. Inspector Name...		2/21/2014	S ClaraCnty
<input type="checkbox"/> California Accidental Release Prevention (CalARP)			S ClaraCnty