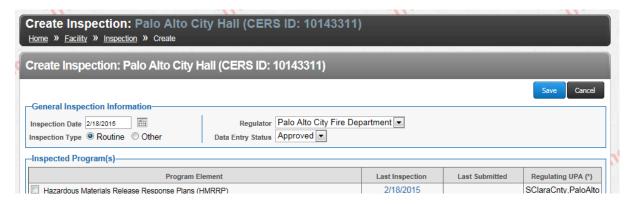## How to Report Multi-Day Inspections in CERS

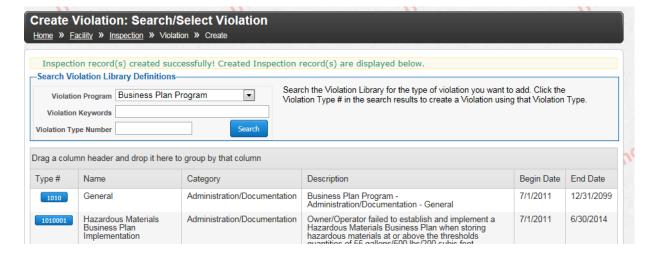### How should Multi-Day Inspections be reported in CERS?

Answer: Multi-day inspections, even those that take weeks or months for very large campus-type facilities should be reported as one inspection regardless of the number of days needed to complete the inspection. The term multi-day inspection in this FAQ refers to the number of days it takes to complete an initial routine inspection, or to complete one 'other' inspection. This term does not include re inspections to determine return to compliance or follow up inspections such as installation inspections that occur as a project progresses.

Violation dates reported in CERS may not be the same date as the inspection date reported in CERS as violations may be observed at any time during a multi-day inspection. If appropriate, a comment may be entered referring the reader to the full inspection record maintained by the UPA for more details.
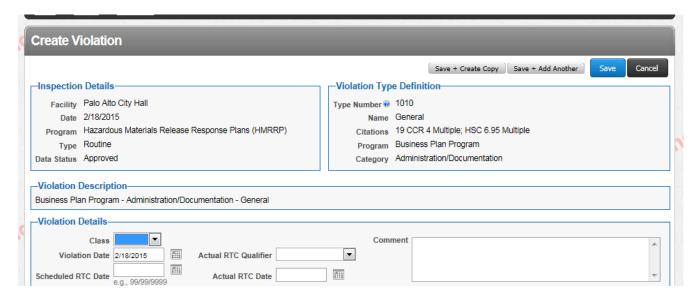
For reporting in CERS, enter the **starting** date of the inspection in the 'Inspection Date' field as shown below. CalEPA does not require it but if an inspection end date is desired, use the comment field.

Create Inspection: Palo Alto City Hall (CERS ID: 10143311)
Home » Facility » Inspection » Create

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

Save   Cancel

General Inspection Information
Inspection Date 2/18/2015   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 (*)
☐ Hazardous Materials Release Response Plans (HMRRP)	2/18/2015		SClaraCnty.PaloAlto

Enter the Violations, if any:

Create Violation: Search/Select Violation
Home » Facility » Inspection » Violation » Create

Inspection record(s) created successfully! Created Inspection record(s) are displayed below.

Search Violation Library Definitions

Violation Program Business Plan Program ▾   Search the Violation Library for the type of violation you want to add. Click the Violation Type # in the search results to create a Violation using that Violation Type.
Violation Keywords
Violation Type Number   Search

Drag a column header and drop it here to group by that column

Type #	Name	Category	Description	Begin Date	End Date
1010	General	Administration/Documentation	Business Plan Program - Administration/Documentation - General	7/1/2011	12/31/2099
1010001	Hazardous Materials Business Plan Implementation	Administration/Documentation	Owner/Operator failed to establish and implement a Hazardous Materials Business Plan when storing hazardous materials at or above the thresholds quantities of 55 gallons/500 lbs/200 cubic foot	7/1/2011	6/30/2014

Regulator Portal users should visit CERS Central or contact CERS Technical Support (cers@calepa.ca.gov) for assistance

Enter the date the violation was observed:

If the violation date entered is a different calendar year than the date of the inspection a comment may be added that the violation is part of the routine inspection that started xx/xx/xxxx.

Regulator Portal users should visit CERS Central or contact CERS Technical Support (cers@calepa.ca.gov) for assistance