



CUPA
San Bernardino County Fire Protection District • Hazardous Materials Section
598 S. Tippecanoe Ave., San Bernardino, CA 92415-0153
(909) 386-8401 FAX (909) 386-8460

FILE REVIEW BY GOVERNMENT EMPLOYEE ACTING IN OFFICIAL DUTY

FILE INFORMATION:

FACILITY NAME AND/OR OWNER NAME: _____

SITE ADDRESS: _____ CITY/TOWN: _____

RECORD ID (FA, CO, etc.): _____

I certify that I am an officer or employee of a County or City, the State of California, of the United States of America, and that I am reviewing the subject file(s) as apart of my official duties.

I understand that any information which is confidential pursuant to California Health & Safety Code (CHSC) § 25511 shall not be disclosed to anyone. CHSC § 25511 (d)(1) states, “Any information which is confidential pursuant to this section shall not be disclosed to anyone except the following: An officer or employee of the county or city, the state, or the United States, in connection with the official duties of that officer or employee under any law for the protection of health...”

CHSC § 25511 (g) continues to state, “Any officer or employee of the county or city or former officer or employee who, by virtue of that employment or official position, has possession of, or has access to, confidential information, and who, knowing that disclosure of the information to the general public is prohibited by this section, knowingly and willfully discloses the information in any manner to any person not entitled to receive it, is guilty of a misdemeanor. Any contractor with the county or city and employee of the contractor, what has been furnished information as authorized by this section, shall be considered an employee of the county or city for purposed of this section.”

I understand that I will be reviewing the official record that San Bernardino County Fire CUPA has for the site(s) requested. When a member of the public reviews a file, San Bernardino County Fire CUPA will screen for information for which disclosure is otherwise prohibited by law. Information which is screened or removed from files includes:

- Home telephone numbers of any individuals disclosed on the Emergency Contact page of the Business Emergency/Contingency Plan.
 - Maps showing locations of hazardous materials disclosed as a part of the Business Emergency/Contingency Plan.
 - Information which provides the identity of a complainant or informant.
 - Preliminary and/or draft handwritten notes (which are not a part of the official record).
 - Documents that are part of a pending legal investigation by the Section.
 - Photographs
 - Trade Secrets
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GOVERNMENT EMPLOYEE:

Full Name: _____ Title: _____

Name of Government Agency/Employer: _____

Date Signed: _____ **Signature:** _____

HMS-CUPA USE: ID Type/# _____ / _____ Initialed by HMS staff: _____