



**LOS ANGELES UNIFIED SCHOOL DISTRICT
MEMORANDUM**

TITLE: INDUSTRIAL FACILITIES IN PROXIMITY TO SCHOOLS

NUMBER: MEM-1611

ISSUER: Office of Environmental Health and Safety

DATE: March 4, 2005

PURPOSE: To inform Site Administrators on the location of industrial facilities near District schools.

ROUTING

All Schools
Local District Superintendents
Local District Operations
Coordinators

BACKGROUND & INSTRUCTIONS: In 2003, the Board of Education adopted a resolution dealing with industrial facilities adjacent to District schools (*Board Resolution on High Risk Land Use, January 14, 2003*). This resolution required the identification of potential “high risk” facilities adjacent to District schools. “High Risk” facilities are defined as an industrial facility whose normal operation presents a risk of explosion, or may potentially expose school occupants to hazardous air emissions. The resolution further required staff to confer with appropriate regulatory agencies about the identified “high risk” facilities in order to mitigate potential risks to school occupants.

In accordance with the resolution, the Office of Environmental Health and Safety (OEHS) completed a survey of the area surrounding each District school. The primary purpose of the survey was to identify any potential “high risk” facilities sharing a property boundary with the school. In addition, the survey documented all industrial facilities within a 500-ft radius of each school. OEHS has provided the appropriate regulatory agencies with a list of these facilities, and is working with the agencies to ensure the facilities are operated in a manner that does not endanger the health and safety of school occupants.

The results of the survey are available on the OEHS Website, www.lausd-oehs.org, under “*Industrial Facilities Near Schools*”. Site Administrators can download a map that indicates industrial facilities identified within 500 ft of their campus. This information should be reviewed annually when the school prepares its *Safe School Plan, Volume 2 - Emergency Procedures*.

This information may also be useful in evaluating potential sources of odors or other air contaminants in the area adjoining a District school. All incidents involving an off-site source of chemical odors should be promptly reported to OEHS at (213) 241-3199, and the South Coast Air Quality Management District (AQMD) at (800) 288-7664 (see attached *Safety Alert 03-02 “Procedures – Responding to Toxic Air Emissions”*).



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If school staff is aware of other potential “high risk” facilities that are not presently on the map for their school, OEHS should be notified at (213) 241-3199 or via the OEHS Website at www.lausd-oehs.org.

**RELATED
RESOURCES:**

Office of Environmental Health and Safety website at

<http://www.lausd-oehs.org>

Board Resolution on High Risk Land Use, January 14, 2003

*Board Resolution on Siting of New Schools Near Industrial Facilities,
February 22, 2005*

Safety Alert 03-02 “Procedures – Responding to Toxic Air Emissions”

South Coast Air Quality Management District (AQMD) website at

www.aqmd.gov or call (800) 288-7664

ASSISTANCE:

For assistance or further information, please contact the Office of Environmental Health and Safety at (213) 241-3199.



SAFETY ALERT

No. 03-02

PROCEDURES – RESPONDING TO TOXIC AIR EMISSIONS

FEBRUARY 2003

Many District facilities are located in industrial areas, often in close proximity to sources of odorous or potentially toxic emissions. These emissions may disrupt District operations and potentially affect the health of students and staff. While incidents involving such emissions may be short-term or transient in nature, it is essential they be reported immediately and properly documented using the following procedure:

- 1) Notify the Site Administrator.
- 2) If the incident appears to be affecting facility occupants, shelter-in-place or remove staff and students from the affected area, upwind from the source of emissions.
- 3) Call 911, School Police (213-625-6631), and the Office of Environmental Health and Safety (213-241-3199).
- 4) The responding agencies may also assist in determining the need for sheltering in place, or evacuating the affected area.
- 5) Standby until further notice from the Site Administrator.
- 6) Contact the South Coast Air Quality Management District at (800) CUT-SMOG, and file a complaint detailing the incident.
- 7) Make an entry on the attached Air Quality Incident Log, noting wind direction.

If you have questions on these procedures, please call the Office of Environmental Health and Safety at 213-241-3199.

Attachment

DISTRIBUTION: All Schools and Offices

