

## RIALTO PERCHLORATE DATABASE USER GUIDE

All records relating to the perchlorate investigation in Rialto are contained in either the correspondence/technical files at the Regional Board and/or are part of this searchable database. Once you have downloaded the “read only” database, click “Save As” and save it to your device.

To search the database follow the steps below:

1. Click on “Open Search Menu”
2. Select a collection from the drop down list under “Collection to be Searched”
3. Enter search criteria on search page
4. Click on “Search with Criteria” button and records fitting that criteria will be displayed
5. Review records displayed
6. If the records displayed do not include the document you are seeking, click on close form and you will be returned to the search screen. You may then want to use different criteria to locate the correct document.
7. Once you locate the document(s) you are interested in, note all of the information and provide that information to Board staff. Board staff will provide you with a copy of the document(s) in accordance with Board policy.

**NOTE-** Due to the size of the documents they are **not** available via the hyperlinks in the database. You will need to request the document(s) from the Administrative Unit or the Site Cleanup staff by contacting the File Review staff at 951-782-4130 or via email at [filereview8@waterboards.ca.gov](mailto:filereview8@waterboards.ca.gov)