

2016

Kentucky Emergency
Response Commission
(KERC)

Kentucky Emergency
Management (KYEM)



THE EPA'S TIER2SUBMIT 20XX SELF-STUDY MANUAL

This course is designed to provide facility personnel and active LEPC members with an understanding of the process of how facilities complete an electronic tier2 report using the EPA's Tier2Submit20xx Software, an understanding of the legal aspects tied to tier2 reporting, and practical uses for tier2 data.

720A-T2SSS Course Manual

This page intentionally left blank.

The EPA's Tier2Submit 20xx Self-Study Manual

Contents

LEPC Courses	7
LEPCs in Kentucky:.....	7
LEPC Grant Applications:.....	7
The EPA's Tier2Submit20xx:.....	7
Emergency Response Planning for EHS Facilities:.....	7
Tier2 / EHS Facility Plan Validating Exercise:.....	7
Community Right-To-Know – Coordinating Public Information:	7
Unit 1: Course Overview	8
Course Purpose	8
Target Audience	8
Course Design.....	9
Course Objectives	9
Acronyms	9
Unit 2: LEPC Documentation Provisions in EPCRA, KRS, & KAR.....	10
EPCRA SEC. 301 Coordinator of Information.....	10
EPCRA SEC. 302 (2) established the List of EHSs	11
Facility Requirements.....	12
EPCRA SEC. 311: Facility Requirements.....	12
Availability of MSDS.....	13
Sec. 311 exemptions	13
EPCRA SEC. 311/312 Thresholds	14
Established thresholds:.....	14
Tier2 Reporting Retail Gas Exemption	14
EPCRA SEC. 312 Availability of Tier2 Information	15
Availability to SERC, LEPCs, and Fire Departments:	15
Availability to Other State and Local Officials:	15
Availability to Public:	15
Facility Requirements.....	16
Kentucky Online Tier2 Reporting	16
EPCRA “How to Comply” Packet.	17
Kentucky Tier2 Forms.....	17
KRS 39E.110 LEPCs Duties.....	17

The EPA's Tier2Submit 20xx Self-Study Manual

Annual LEPC Tier2 Survey.....	18
EPCRA SEC. 322: Trade Secrets.....	19
EPCRA SEC. 327: Exemption	19
KAR 1.121 Tier2 Funding Split	20
Unit 3: Tier2Submit20xx.....	21
Tier2Submit20xx Software.....	21
Download and Install Tier2Submit20xx	22
Open Tier2Submit2015	22
Start Tier2 Submit	22
Tier2 Submit Content Summary.....	23
Facility Information Content.....	23
Main Facility Page	23
View Facilities List	23
Location sub-tab (#1)	24
Location sub-tab (#2)	25
ID and Regs	25
ID and Regs Support	26
State Fields	27
Attachments	27
Certification	27
Contacts	28
Contact Information Content	29
Main Contact Page.....	29
Chemical Information Content.....	30
Chemicals in Inventory for List.....	30
Chemicals in Inventory:	31
Storage Locations:.....	32
Mixture Components.....	34
State Fields:.....	34
Unit 3: Fundamentals Review	35
Unit 4: Additional Functions.....	36
Saving Report Electronically: .t2s format.....	36
Create Submission	36

The EPA's Tier2Submit 20xx Self-Study Manual

Select Records to Include for Submission:	37
Create Electronic Submission File	37
Failed Validation	37
Validation Report	37
Name File and Choose Storage Location	38
Submit in Accordance with State Requirements	38
Printing a Paper Copy of the Tier2 Report.....	39
Create Submission	39
Select Records to Include for Submission:	39
Create Paper Report	39
Failed Validation	40
Validation Report	40
Print Report	40
Importing Last Year's Report.....	41
Import/Export.....	41
Import Files	41
Browse	41
Import Complete.....	41
Update Report for Current Year.....	41
Records Search: For LEPCs that use Tier2Submit as their Data Manager.....	42
Basic Search	43
Advanced Search	43
State Fields Search	44
Unit 4: Fundamentals Review.....	44
The Annual LEPC Calendar	45
Purpose (KERC LEPC Calendar):	45
Target Audience (KERC LEPC Calendar):	45
LEPC Calendar January - February	45
LEPC Calendar March	46
LEPC Calendar April.....	46
LEPC Calendar June	46
LEPC Calendar September.....	46
LEPC Calendar December.....	46

The EPA's Tier2Submit 20xx Self-Study Manual

Noteworthy Resources.....	47
Questions?.....	48
HAZMAT Program Coordinator.....	48
LEPC Program Coordinator.....	48
LEPC Program Manager	48
KERC - LEPC Acronyms.....	49

The EPA's Tier2Submit 20xx Self-Study Manual

LEPC Courses

The Kentucky Emergency Response Commission (KERC) Local Emergency Planning Committee (LEPC) Courses consist of:

LEPCs in Kentucky: Module 1 of the Kentucky Emergency Response Commission (KERC) Local Emergency Planning Committee (LEPC) Courses. An introductory look at Local Emergency Planning Committee (LEPC), the laws and regulations that govern them, and a LEPCs importance in providing the community – its citizens and its leaders – with needed information that will better prepare them in the event of a chemical emergency.

LEPC Grant Applications: Module 2 of the Kentucky Emergency Response Commission (KERC) Local Emergency Planning Committee (LEPC) Courses. This course is designed to provide active LEPC members with an understanding of the state requirements for LEPC grant funding (KRS and KAR), including a detailed review of all the documentation and forms LEPCs are required to submit to the KERC or their designees.

The EPA's Tier2Submit20xx: Module 2A of the Kentucky Emergency Response Commission (KERC) Local Emergency Planning Committee (LEPC) Courses. This course is designed to provide facility personnel and active LEPC members with an understanding of the process of how facilities complete an electronic tier2 report using the EPA's Tier2Submit20xx Software, an understanding of the legal aspects tied to tier2 reporting, and practical uses for tier2 data. It is recommended that ALL members of the LEPC have the Tier2Submit20xx software on their computer. This will allow access to: A) ALL facility addresses within the district, B) a complete list of contact information for EVERY facility in the district, and C) a complete list of EVERY chemical within the district.

Emergency Response Planning for EHS Facilities: Module 3 of the Kentucky Emergency Response Commission (KERC) Local Emergency Planning Committee (LEPC) Courses. This course is designed to provide active LEPC planners with an understanding of the federal (EPCRA) and state (KRS and KAR) requirements for Hazardous Materials (HAZMAT) emergency response plans (formerly known in Kentucky as TAB Q-7s).

Tier2 / EHS Facility Plan Validating Exercise: Module 4 of the Kentucky Emergency Response Commission (KERC) Local Emergency Planning Committee (LEPC) Courses. Includes the final culminating activity; a Tier2 / EHS Facility Plan Validating Exercise. This course is designed to provide active LEPC members with an understanding of the relationship between Tier2 reporting and EHS Facility plans and how both can be utilized to ensure the LEPC is fulfilling its EPCRA and KRS planning requirements.

Community Right-To-Know – Coordinating Public Information: Module 5 of the Kentucky Emergency Response Commission (KERC) Local Emergency Planning Committee (LEPC) Courses. This course is designed to provide active LEPC members with a wide range of best practices and options for fulfilling ALL of the EPCRA requirements regarding educating and preparing the public for a HAZMAT incident.

The EPA's Tier2Submit 20xx Self-Study Manual

Unit 1: Course Overview

This is part two of the 2nd module of the Kentucky Emergency Response Commission (KERC) Local Emergency Planning Committee (LEPC) Courses.

Module 1: LEPCs in Kentucky is recommended as a complimentary course.

Course Purpose

This course is designed to provide facility personnel and active LEPC members with an understanding of the process of how facilities complete an electronic tier2 report using the EPA's Tier2Submit20xx Software, an understanding of the legal aspects tied to tier2 reporting, and practical uses for tier2 data.

Target Audience

The target audience for this course is all facility personnel identified as a contact within tier2 reports and all LEPC members, specifically those LEPC members who receive, review, and catalog tier2 reports as well as those that participate in the EHS Facility Emergency Response planning process.

It is recommended that ALL members of the LEPC take this course and install the Tier2Submit20xx software on their personal computer. This will allow access to:

- A) ALL facility addresses within the district,
- B) A complete list of contact information for EVERY facility in the district, and
- C) A complete list of EVERY chemical within the district.

Who can / should be reviewing tier2 reports?

Listed in no particular order:

- The LEPC Chair
- All members of the LEPC
- Representatives of Special Facilities
- Representatives from the local school district
- Facility personnel
- First Responders
- Local Elected Officials and government personnel
- Any private citizens with an interest in Community Awareness and Emergency Preparedness

The EPA's Tier2Submit 20xx Self-Study Manual

Course Design

The individual course units will address the following:

- Unit 1: Course Overview - Purpose, Design, Objectives, Logistics, Expectations, Introductions
- Unit 2: LEPC Documentation Provisions - the legal requirements concerning tier2 reporting that are found within EPCRA, KRS, and KAR
- Unit 3: Tier2Submit20xx – review and execution of every field within the program
- Unit 4: Additional functions of Tier2Submit20xx – the extras you need to know before and after a tier2 report is created
- Appendix – LEPC Calendar, Acronym List

Course Objectives

The course objectives: after completing this manual you should be able to:

- Create an electronic tier2 file that will pass validation
- Know the additional functions the Tier2 software possess
- Identify ways in which the Tier2 software can be used to increase efficiency within your LEPC

Acronyms

As you can see, part of learning about the LEPC is becoming familiar with a number of acronyms, some of the more common acronyms are:

- EPCRA** - Emergency Planning and Community Right to Know Act
- LEPC** - Local Emergency Planning Committee
- LOL** - List of Lists
- SARA** - Superfund Amendment and Reauthorization Act

A more complete acronym list can be found in the back of this manual.

The EPA's Tier2Submit 20xx Self-Study Manual

Unit 2: LEPC Documentation Provisions in EPCRA, KRS, & KAR

In this unit we will briefly review the legal requirements concerning tier2 reporting that are found within EPCRA, KRS, and KAR

At the end of this unit you should be able to identify:

- Where to find a complete list of Extremely Hazardous Substances (EHS)
- What are the EPCRA facility requirements for initial and annual reporting
- What chemicals are exempt from reporting
- What reporting threshold quantities for hazardous chemicals and EHSs
- What are the retail gas exemptions
- What are the specific Kentucky reporting requirements
- Where to obtain a copy of the EPCRA "How to Comply" packet

EPCRA SEC. 301 Coordinator of Information

(c) Establishment of Local emergency planning committees.

The SERC shall appoint members of a LEPC for each emergency planning district. Each committee shall include, at a minimum, representatives from each of the following groups or organizations: elected State and local officials; law enforcement, civil defense, firefighting, first aid, health, local environmental, hospital, and transportation personnel; broadcast and print media; community groups; and owners and operators of facilities subject to the requirements of this subtitle.

LEPCs shall appoint a chairperson and shall establish rules by which the committee shall function. Such rules shall include provisions for public notification of committee activities, public meetings to discuss the emergency plan, public comments, response to such comments by the committee, and distribution of the emergency plan. The LEPC shall establish procedures for receiving and processing requests from the public for information under section 324, including tier II information under section 312. Such procedures shall include the designation of an official to serve as coordinator for information.

The EPA's Tier2Submit 20xx Self-Study Manual

EPCRA SEC. 302 (2) established the List of EHSs

EPCRA / CERCLA / CAA Consolidated List of Lists – March 2015 Version. The List of Lists is a consolidated list of chemicals subject to:

- Emergency Planning and Community Right-to-Know Act (EPCRA);
- Comprehensive Environmental Response, Compensation and Liability Act (CERCLA); and
- Section 112(r) of the Clean Air Act (CAA).

It was prepared to help facilities handling chemicals determine, for a specific chemical, whether they may be subject to certain reporting requirements. These lists should be used as a reference tool, not as a definitive source of compliance information. Please refer to the requirements in the appropriate part of the Code of Federal Regulations (CFR).

- Emergency planning notification under EPCRA section 302 (40 CFR Part 355)
- Emergency release notification under EPCRA section 304 (40 CFR Part 355)
- Toxic chemical release reporting under EPCRA section 313 (40 CFR Part 372)
- Hazardous substances release notification under CERCLA sections 102-103 (40 CFR Part 302)
- Accidental release prevention requirements under CAA 112(r) (40 CFR Part 68)

The List of Lists is available at <http://www2.epa.gov/epcra/epcracerclacaa-ss112r-consolidated-list-lists-march-2015-version> in the following formats:

- Adobe PDF – EPCRA/CERCLA/CAA §112(r) Consolidated List of Lists – March 2015 (122 pp, 3.2M, About PDF)
- Microsoft Excel – EPCRA/CERCLA/CAA §112(r) Consolidated List of Lists – March 2015 (183KB, XLSX)
- Changes to EPCRA/CERCLA/CAA 112(r) Consolidated List of Lists – March 2015 (4 pp, 76K, About PDF)

There are NO trade names on this list, only specific chemical names. The specific chemical names may appear in the list of active ingredients on the label of a trade-named product/material, or are stated on the SDS.

The EPA's Tier2Submit 20xx Self-Study Manual

Facility Requirements

EPCRA Section 302 also established that a facilities are subject to the 302 planning requirements, except as provided in section 304, if an EHS is present at the facility in excess of the threshold planning quantity (TPQ). Furthermore, each facility subject to the planning requirements are required to notify the SERC acknowledging that the facility is subject to EPCRA 302. Subsequently, the facility must notify the SERC and the LEPC within 60 days if a new EHS substance becomes present at the facility in excess of the TPQ.

EPCRA section 302 is echoed in KRS 39E.120 Facilities which manufacture, use, or store extremely hazardous substances shall advise the SERC, LEPC, and fire department of the name of the substance and its quantity, within sixty (60) days of the date the facility first receives the substance.

EPCRA SEC. 311: Facility Requirements

EPCRA SEC. 311 requires that any facility which is required to prepare or have available a MSDS for a hazardous chemical under the Occupational Safety and Health Act (OSHA) of 1970 must submit a MSDS for each chemical, or a list of chemicals to each of the following:

- The appropriate LEPC
- The SERC
- The fire department with jurisdiction over the facility

If the facility submits a list of chemicals it must include each of the following:

- A list of the hazardous chemicals grouped in categories of health and physical hazards as set forth under the OSHA Act
- The chemical name or the common name of each such chemical as provided on the MSDS
- Any hazardous component of each such chemical as provided on the MSDS

Facilities may meet the requirements of section 311 with respect to a hazardous chemical, which is a mixture by doing one of the following:

- Submitting a MSDS for, or identifying on a list, each element or compound in the mixture which is a hazardous chemical. If more than one mixture has the same element or compound, only one MSDS, or one listing, of the element or compound is necessary
- Submitting a MSDS for, or identifying on a list, the mixture itself

The initial MSDS or list required under this section, with respect to a hazardous chemical, shall be provided within three (3) months after becoming subject to EPCRA or within three (3) months following discovery of significant new information concerning an aspect of a hazardous chemical for which a MSDS was previously submitted to the LEPC.

The EPA's Tier2Submit 20xx Self-Study Manual

Availability of MSDS

If a facility submits a list of chemicals upon request by the LEPC, the facility shall submit the MSDS for any chemical on the list to the LEPC.

An LEPC, upon request by any person, shall make available a MSDS. If the LEPC does not have the requested MSDS, the LEPC shall request the MSDS from the facility and then make the MSDS available to the person.

Sec. 311 exemptions

EPCRA Section 311 exempts several categories from the definition of "hazardous chemical" and are, therefore, exempt from EPCRA planning and/or reporting requirements. "Hazardous Chemical" is defined by section 1910.1200(c) of title 29 of the Code of Federal Regulations.

40 CFR 370, the current version of EPCRA regulation, states:

What Substances are Exempt from Reporting?

You do not have to report substances for which you are not required to have an MSDS under the OSHA regulations, or that are excluded from the definition of hazardous chemical under EPCRA section 311(e). Each of the following substances are excluded under EPCRA section 311(e):

(a) Any food, food additive, color additive, drug, or cosmetic regulated by the Food and Drug Administration (FDA).

(b) Any substance present as a solid in any manufactured item to the extent exposure to the substance does not occur under normal conditions of use.

(c) Any substance to the extent it is used:

(1) For personal, family, or household purposes, or is present in the same form and concentration as a product packaged for distribution and use by the general public. Present in the same form and concentration as a product packaged for distribution and use by the general public means a substance packaged in a similar manner and present in the same concentration as the substance when packaged for use by the general public, whether or not it is intended for distribution to the general public or used for the same purpose as when it is packaged for use by the general public;

(2) In a research laboratory or hospital or other medical facility under the direct supervision of a technically qualified individual; or

(3) In routine agricultural operations or is a fertilizer held for sale by a retailer to the ultimate customer.

The EPA's Tier2Submit 20xx Self-Study Manual

EPCRA SEC. 311/312 Thresholds

EPCRA SEC. 311 allowed for the establishment of threshold quantities for hazardous chemicals below which no facility shall be subject to the provisions of this section.

EPCRA SEC. 312 established that a hazardous chemical subject to the requirements of this section is any hazardous chemical for which an MSDS or a listing was required under section 311.

Established thresholds:

- 10,000 pounds for non-EHS
- 500 pounds or the TPQ whichever is less for EHS *FYI: There are 81 EHS chemicals on the EPA List of Lists that have TPQ less than 500 lbs.

There is a comprehensive list of Extremely Hazardous Substances (EHS). There are 481 EHSs and they are all included on the EPA's "List of Lists". The List of Lists, current version - March 2015, is available at:

<http://www2.epa.gov/epcra/epcracerclacaa-ss112r-consolidated-list-lists-march-2015-version>

Tier2 Reporting Retail Gas Exemption

All retail gas stations that have at least 10,000 pounds of gasoline or diesel fuel, stored in tanks that are not entirely underground, or are below ground but not in compliance with the UST requirements, must submit a Tier2 report. Similarly, any retail gas station that has more than 75,000 gallons of gasoline or 100,000 gallons of diesel fuel stored entirely underground, regardless of compliance with the UST requirements, must submit a Tier2 report. In other words, retail fuel stations are exempt from Tier2 reporting if they have less than 75,000 gallons of gasoline or 100,000 gallons of diesel fuel stored entirely underground and are in compliance with the UST requirements. To summarize:

Tier2 Reporting Thresholds for gasoline

- Above ground tank: 10,000 pounds (Approximately 1646 gallons)
- Below Ground Tank, not in compliance with the UST requirements: 10,000 pounds
- Below Ground Tank, in compliance with the UST requirements: 75,000 gals or 470,250 lbs.

Tier2 Reporting Thresholds for diesel

- Above ground tank: 10,000 pounds (Approximately 1398 gallons)
- Below Ground Tank, not in compliance with the UST requirements: 10,000 pounds
- Below Ground Tank, in compliance with the UST requirements: 100,000 gals or 730,000 lbs.

Tier2 Reporting Thresholds for Kerosene

The EPA exemption does not cover Kerosene. Facilities that have more than 10,000 pounds (approximately 1,468 gallons) of kerosene onsite are required to file annual Tier2 reports.

The EPA's Tier2Submit 20xx Self-Study Manual

EPCRA SEC. 312 Availability of Tier2 Information

Availability to SERC, LEPCs, and Fire Departments

Upon request by a SERC, an LEPC, or a jurisdictional fire department, the facility shall provide tier II information, regardless of chemical inventory or RQ, to the person making the request. Any such request shall be with respect to a specific facility.

Availability to Other State and Local Officials

A state or local official acting in official capacity may have access to tier II information by submitting a request to the SERC or the LEPC. Upon receipt of a request for Tier2 information, the SERC or LEPC shall request from the facility Tier2 information, regardless of chemical inventory or RQ, and make available such information to the official.

Availability to Public

Any person may request a SERC or LEPC for tier II information relating to the preceding calendar year with respect to a facility. Any such request shall be in writing and shall be with respect to a specific facility.

Automatic

Any tier II information which a SERC or LEPC has in its possession shall be made available to a person making a request under this paragraph in accordance with EPCRA section 324. If the SERC or LEPC does not have the tier II information in its possession, upon a request for tier II information the SERC or LEPC shall request the facility for tier II information with respect to a hazardous chemical which a facility has stored in an amount in excess of 10,000 pounds present at the facility at any time during the preceding calendar year and make such information available to the person making the request.

Discretionary

In the case of tier II information which is not in the possession of a SERC or LEPC and which is with respect to a hazardous chemical which a facility has stored in an amount less than 10,000 pounds, a request from a person must include the general need for the information. The SERC or LEPC may request the facility for the tier II information on behalf of the person making the request. Upon receipt of any information requested on behalf of such person, the SERC or LEPC shall make the information available to the person.

A SERC or LEPC shall respond to a request for tier II information within 45 days of the request.

Section 312 is echoed in KRS 39E.230, Reports to the SERC or LEPC shall be available to the public upon request in accordance with the provisions of KRS relating to open records, if this information is not protected from release to the general public as a trade secret under federal law.

The EPA's Tier2Submit 20xx Self-Study Manual

Facility Requirements

EPCRA SEC. 312 requires that any facility, public or private, required to have an MSDS available under the Occupational Safety and Health Act of 1970 shall prepare and submit a hazardous chemical inventory form (Tier2 Report) to the following:

- The appropriate LEPC
- The SERC
- The fire department with jurisdiction over the facility

The Tier2 reports must be submitted annually by March 1, and shall contain data with respect to the preceding calendar year.

An owner or operator may meet the requirements of this section with respect to a hazardous chemical which is a mixture by doing one of the following:

- Providing information on each element or compound in the mixture, or
- Providing information on the mixture itself

Upon request, the facility shall provide specific location information on hazardous chemicals at the facility to the fire department with jurisdiction over the facility and allow the fire department to conduct an on-site inspection of the facility.

Kentucky Online Tier2 Reporting

CERC Policy 004-2013 states that it shall be Commonwealth Emergency Response Commission (CERC) policy, beginning January 1, 2014, to require that all facilities within the Commonwealth of Kentucky, subject to Emergency Planning and Community Right-To-Know Act (EPCRA) sections 311-312, file Tier2 reports and pay all associated fees electronically in accordance with KYEM's annually published "EPCRA - How to Comply Packet".

Those facilities which submit paper documents, either reporting forms or payment, shall have those documents marked "Return to Sender" and classified as non-compliant. Furthermore, if a facility remains non-compliant they shall be subject to the maximum penalty allowable, as stated in KRS 39E.990.

This policy was voted on and approved by the CERC Board of Commissioners at the September 17th, 2013 meeting.

The EPA's Tier2Submit 20xx Self-Study Manual

EPCRA “How to Comply” Packet.

The KERC annually publishes the EPCRA “How to Comply” packet. This guidance document describes the steps required to be tier2 compliant with Kentucky and EPCRA regulations for the calendar year 2016. All owners or operators of facilities that are subject to the OSHA Hazard Communication Standard; use, produce, and/or store a Hazardous Chemical and/or an “Extremely Hazardous Substance” (EHS); in excess of the “Threshold Quantity” (TQ) must report as described.

The newest version of the “How to Comply” packet will always be available for download on the Kentucky Emergency Management web site:

<http://kyem.ky.gov/programs/Pages/SARATitleIII.aspx>

A link to the KYEM SARA Title III web site will always be found in the EPAs Tier2Submit20xx program. In the “Facilities” section, on the “State Fields” tab.

Kentucky Tier2 Forms

The Kentucky Online Tier2 Submission process requires using the EPA's Tier2Submit program. The “Tier2 Submit 20xx Software” is available at:

<http://www2.epa.gov/epcra-tier-i-and-tier-ii-reporting/Tier2-submit-software>

After downloading the program, facilities complete the required information and upload the file through the KYEM Online Tier2 Submission page.

Tier2 Submit was developed by NOAA and EPA and is now maintained by the Risk Management Plan (RMP) Reporting Center. If you have any problems downloading a copy of Tier2 Submit or for technical support, contact the RMP Reporting Center (RMPRC@epacdx.net) or call (703) 227-7650. The RMP Reporting Center is staffed on weekdays from 8 AM to 4:30 PM, EST.

KRS 39E.110 LEPCs Duties

Duties of the committees shall include:

- Development of plans (TAB Q-7) to prepare emergency response organizations to respond effectively to releases of hazardous substances
- Identification of a twenty-four (24) hour warning point to which persons responsible for releases of hazardous substances must report those releases
- Establishment of a method by which manufacturers, users, or storers of hazardous substances may report the presence of those substances, and by which members of the public may obtain information about those substances
- Development and maintenance of plans (TAB Q-7)
- Development of procedures for the annual review of emergency plans (TAB Q-7)

The EPA's Tier2Submit 20xx Self-Study Manual

Annual LEPC Tier2 Survey

KYEM LEPC Program staff annually survey LEPCs regarding the upcoming tier2 reporting cycle. The results of the survey are compiled to produce a document, the "LEPC Tier2 Inventory Reporting Contact Information", which is basically a listing of the Tier2 reporting requirements for all 118 LEPC's. The "LEPC Tier2 Inventory Reporting Contact Information" will be included in the EPCRA "How to Comply" Packet and published on the kyem.ky.gov website and emailed to facilities.

Currently the survey covers two main aspects of tier2 reporting:

1) Which tier2 report format the LEPC requires from facilities. LEPCs must review their LEPCs tier2 format preference (electronic or paper reports) and tier2 contact information as listed in the "LEPC Tier2 Inventory Reporting Contact Information" document managed by the State LEPC Program Manager.

A) If the LEPC wants to require electronic (.t2s) Tier2 reports, they must confirm the name of the LEPC member listed as the Tier2 contact and the email address where reports should be sent. It is highly recommended that

B) If the LEPC wants to require paper (.pdf) Tier2 reports, please confirm the name of the LEPC member listed as the Tier2 contact and the postal address where hard copy reports should be sent.

2) New in 2016, LEPCs may elect to have direct access to the State's Electronic tier2 files. To gain access they must do the following:

A) Select an individual who will be granted access – it doesn't have to be the chair, give it to whoever manages the tier2 files for your LEPC

B) The selected individual must register an account through ky.gov.

https://secure.kentucky.gov/g2p/kii.q2p.portal.web.pages.sso/Registration.aspx?hsid=EIBv_Xx53U60c0S0sN9o0A..

C) Email the LEPC Program Manager the county name, individual name, and ky.gov user name for the registered individual

The EPA's Tier2Submit 20xx Self-Study Manual

EPCRA SEC. 322: Trade Secrets

Facilities may withhold from reports and planning the specific identity of a chemical regulated under EPCRA as a trade secret if the facility submits a claim with substantiation to the USEPA and the USEPA upholds that claim. Instructions for completing the EPA trade secret substantiation form under EPCRA <http://www2.epa.gov/epcra/epcra-trade-secret-forms-and-instructions>

EPCRA SEC. 322 allows with regard to a hazardous chemical, an extremely hazardous substance, or a toxic chemical, any facility may withhold from such submittal the specific chemical identity (including the chemical name and other specific identification) if the facility includes:

- the generic class or category of the hazardous chemical, extremely hazardous substance, or toxic chemical in place of the chemical identity, and
- an explanation of the reasons why such information is claimed to be a trade secret, including a specific description of why such factors apply

The facility must also show that the requested trade secret information has not been disclosed to any other person, other than a member of a LEPC an officer or employee of the United States or a state or local government, an employee of such person, or a person who is bound by a confidentiality agreement, and such person has taken reasonable measures to protect the confidentiality of such information and intends to continue to take such measures, and:

- The information is not required to be disclosed, or otherwise made available, to the public under any other Federal or State law
- The disclosure of the information is likely to cause substantial harm to the competitive position of such person
- The chemical identity is not readily discoverable through reverse engineering

Nothing in EPCRA section 322 shall authorize any person to withhold information which is required to be provided to a health professional, a doctor, or a nurse if such knowledge will assist in the diagnosis or treatment of an individual exposed to the chemical - in accordance with section 323.

In any case in which the identity of a hazardous chemical or an extremely hazardous substance is claimed as a trade secret, the SERC shall identify the adverse health effects associated with the hazardous chemical or extremely hazardous substance and shall assure that such information is provided to any person requesting information about such hazardous chemical or extremely hazardous substance.

EPCRA SEC. 327: Exemption

EPCRA, except as provided in section 304, does not apply to the transportation, including the storage incident to such transportation, of any substance or chemical subject to the requirements of EPCRA, including the transportation and distribution of natural gas.

EPCRA SEC. 304 stipulates that the exemption provided in section 327 (relating to transportation) does not apply to this section.

The EPA's Tier2Submit 20xx Self-Study Manual

Tier2 Funding Split

106 KAR 1:121. Kentucky Emergency Response Commission Fee Account Grant Distribution Formula.

In Kentucky 50% of the Tier2 reporting fees received from facilities are given back to the LEPC. An LEPC must meet all requirements listed in 106 KAR 1.091 to be eligible. The total amount allocated to the LEPCs in Kentucky is divided according to the formula listed in 106 KAR 1.121. The formula was designed so that the more facilities you have in a county the larger piece of the allocated funding you receive. The same goes for the EHS facility plans, the more EHS facilities you have in a county the larger piece of the allocated funding you receive.

This is the main, and sole guaranteed, revenue source for LEPCs.

For the calendar year 2014, the split translated to:

- Each eligible LEPC was worth \$483.23
- Each Tier2 facility was worth \$22.82
- Each EHS Facility Plan was worth \$78.46

Unit 2: Fundamentals Review

- Where to find a complete list of Extremely Hazardous Substances (EHS)
- What are the EPCRA facility requirements for initial and annual reporting
- What chemicals are except from reporting
- What reporting threshold quantities for hazardous chemicals and EHSs
- What are the retail gas exemptions
- What are the specific Kentucky reporting requirements
- Where to obtain a copy of the EPCRA "How to Comply" packet

The EPA's Tier2Submit 20xx Self-Study Manual

Unit 3: Tier2Submit20xx

The Kentucky Online Tier2 Submission process requires using the EPA's Tier2Submit program. The "Tier2 Submit 20xx Software" is available at: <http://www2.epa.gov/epcra-tier-i-and-tier-ii-reporting/Tier2-submit-software>. After downloading the program, facilities complete the required information and upload the file through the KYEM Online Tier2 Submission page.

Tier2 Submit was developed by NOAA and EPA and is now maintained by the Risk Management Plan (RMP) Reporting Center. If you have any problems downloading a copy of Tier2 Submit or for technical support, contact the RMP Reporting Center (RMPRC@epacdx.net) or call (703) 227-7650. The RMP Reporting Center is staffed on weekdays from 8 AM to 4:30 PM, EST.

At the end of this unit you should be able to identify:

- What program is required to file tier2 reports in KY and
- Where to download the required program for creating tier2 reports in KY
- What are the three basic sections (types) of information within the EPAs Tier2Submit20xx program
- What are the specific "State Fields" that are required in Tier2Submit20xx
- What types of attachments may submitted in Tier2Submit20xx
- How to certify "sign" an electronic tier2 report
- What contact types are required in Tier2Submit20xx
- How to delete accidentally created facilities, contacts, and chemicals within Tier2Submit20xx
- What unit of measure must be used when reporting chemical amounts
- How to report chemical mixtures
- What steps to take if report fails validation

Tier2Submit20xx Software

Each year EPA and NOAA create a new version of tier2submit. Like the tax preparation programs, this ensures the end user is always submitting ALL of the required data. Facilities MUST download the newest version every year. The State's Online Submission Process will NOT accept files created with older versions of the program.

The newest version is typically released to the public (made available for download on the EPAs website) in late October – early November. <http://www2.epa.gov/epcra/tier2-submit-software>

EPA developed Tier2 Submit to help facilities prepare an electronic chemical inventory report. The Tier2 chemical inventory data can be exported into the CAMEOfm emergency planning software. The EPA creates a version for Windows and Macintosh.

If you have any problems with downloading a copy of Tier2 Submit or CAMEOfm, contact the Risk Management Plan (RMP) Reporting Center (RMPRC@epacdx.net) or call (703) 227-7650. The RMP Reporting Center is staffed on weekdays from 8 AM to 4:30 PM, Eastern Time.

The EPA's Tier2Submit 20xx Self-Study Manual

Download and Install Tier2Submit20xx

Download and double click the icon to install Tier2Submit20xx on your computer, the file is an .exe format.

If you have any problems with downloading a copy of Tier2 Submit or CAMEOfm, contact the Risk Management Plan (RMP) Reporting Center (RMPC@epacdx.net) or call (703) 227-7650. The RMP Reporting Center is staffed on weekdays from 8 AM to 4:30 PM, Eastern Time.

- 1) Your computer may not recognize the publisher, which is the EPA, and may ask you, "Do you want to allow this app from an unknown publisher to make changes to your PC?" click "Yes"
- 2) When prompted to install click "Next"
- 3) When prompted select "I accept the Agreement" radio button and click "Next"
- 4) The program is designed to automatically create optimal settings and location folders on your computer. You may "Browse" to find a specific folder location for the program files if desired, but it is recommended that you accept the settings as the program offers and click "Next"
- 5) You may "Browse" to find a specific folder location for the data files if desired, but it is recommended that you accept the settings as the program offers and click "Next"
- 6) It is recommended you create a desktop icon for easy access. click "Next"
- 7) Click "Install"
- 8) Click "Finish"
- 9) Click "Next"

Open Tier2Submit2015

Double Click the new Tier2Submit2015 icon to open the program, it is located on your desktop if you accepted the option during installation.

Start Tier2 Submit

Click "Start Tier2 Submit" to begin creating a tier2 report for your facility.

Kentucky allows only one file to be uploaded per submission through the online submission website. It is imperative that facilities ensure all of the facilities for which they are reporting are included in one .t2s files created in the EPA's Tier2Submit20xx program. Fees are calculated automatically during the Online Submission process. The owner of two or more facilities in a single county subject to paying a fee shall pay a fee not to exceed \$250 for all those facilities in that county.

If you are creating multiple facility reports, i.e. your company has multiple facilities, it is recommended that you create one tier2 report for one facility completely through the validation process. Typically, it is easier for a new person creating to figure out the specific errors within the report for one facility. Then, hopefully, the same errors won't appear in the remaining facility reports.

The EPA's Tier2Submit 20xx Self-Study Manual

Tier2 Submit Content Summary

There are basically three different sections (types) of information within Tier2 Submit. Each section has a “main” page which includes multiple sub tabs.

- Facility Information
- Contact Information
- Chemical Information

Facility Information Content

This section contains all of the “where” information related to your facility.

Main Facility Page

When you click “Start Tier2 Submit” it will open to the “main” facility page of the last facility that was accessed, i.e., the facility that was open when the program was last closed.

The total number of facilities currently in the program, and thus on your computer, is listed in the upper right hand corner.

To view a complete list of all the facilities within the tier2submit program click “View List”.

View Facilities List

If you look in the upper right-hand corner it tells you which facility is being viewed (alphabetically) and the total number of facilities in the program.

You can view other facilities in the list using two different methods:

- A. Use the yellow arrows next to the facility record count numbers. Left moves up, right moves down.
- B. Scroll up or down with your mouse and click once on the desired facility.

To see the main” facility page from this screen either:

- A. Use mouse and double click on the facility you want to view
- B. Click the “View Record” button in the top left corner

The EPA's Tier2Submit 20xx Self-Study Manual

Note: A common problem facilities run into is the file fails validation due to a “Facility Name Required” error. If you view the facility list and notice at the top there is a line that has no chemical name. This was probably an error by simply clicking the “New Facility” button by accident. This will cause an error because the complete data set required for every facility is not complete. This facility record must be deleted to pass validation.

To do so:

- 1) Highlight the facility you want to delete (click once on the line without a facility name) it will change color i.e., shade to purple
- 2) Click the record button at the top left of the screen. Not the facility record, but the record between edit and search.
- 3) From the drop down menu select Delete Facility, do NOT select Delete All Records!
- 4) Confirm deletion by clicking Delete from the pop up box

Location sub-tab (#1)

The “main” facility page has two panels of data. The first panel is always displayed while in the facility information section: facility name, report year, & department. The first two are required fields that must be completed for a valid tier2 report.

The second panel contains the sub tabs, these will change as you select them, i.e., click with mouse.

The “Location” tab actually has two sub tabs of information. The first identifies the location where the hazardous chemicals are present. Street, city, state, zip, county, latitude & longitude (recommended to five decimals e.g., 37.1341) are all required fields. Fire district, country, and emergency 24-hour phone number are optional fields.

Lat/Long can be found using many methods. Google maps is a good resource and easy to use <https://www.google.com/maps/@?hl=en>. To find the lat/long using google maps zoom in until you can reasonably identify where your facility is actually located, i.e., to the point where you only see where you think your facility is located and a few surrounding streets. Select the satellite view in Google Maps. Now you should be able to see the actual building that is your facility. Move your cursor over the center of your facility and right click the mouse once. You will be given three options: directions to here, directions from here, and what's here. Choose what's here. A red pin will be added to the screen and the lat / long coordinates will be listed at the top of the page.

NOTE: any contact listed as an “Emergency Contact” or “Facility Emergency Coordinator” must identify a 24-hour phone number. During the validation process the program will list an error if the 24-hour phone number is not identified. This error is NOT referring to the 24-hour phone number view on this tab. It is referring to the number listed on the “main” contacts information page.

The second “Location” sub tabs identifies the mailing address, i.e., corporate office location.

The EPA's Tier2Submit 20xx Self-Study Manual

Location sub-tab (#2)

The second facility page panel identifies the mailing address, i.e., corporate office location. All of these fields are optional: street, city, state, zip, & country.

ID and Regs

Facilities are required to provide the following on the ID and Regs page

- Is the facility manned (cell towers and crude oil tank batteries are unmanned)? Yes/no.
- What is the maximum number of occupants at the facility at any one point in time throughout the year?
- Is the facility subject to Chemical Accident Prevention under section 112® of CAA (40 CFR part 68, Risk Management Program)? Yes/no See below RMP
- Is the facility subject to Emergency Planning under Section 302 of EPCRA (40 CFR part 355)? Does facility have an extremely hazardous substance (EHS) above threshold planning quantity (TPQ)? All EHSs and their TPQs are listed on the EPA's List of Lists (LoL) <http://www2.epa.gov/epcra/epcracerclacaa-ss112r-consolidated-list-lists-march-2015-version>. If this answer is yes, facilities are required to provide an additional contact in the Contacts Section, designated as the Facility Emergency Coordinator (FEC) or as more commonly known in Kentucky the Facility Emergency Response Coordinator (FERC).

Required:

- North American Industry Classification System (NAICS)

Optional:

- Dun & Bradstreet (DUNS)
- SIC - The Standard Industrial Classification
- RI – Toxic Release Inventory
- RMP - Risk Management and Chemical Accident Prevention
- EIN - Employer Identification Number

The EPA's Tier2Submit 20xx Self-Study Manual

ID and Regs Support

This ID# is **required**:

NAICS – The North American Industry Classification System classifies businesses according to type of economic activity (process of production) and has replaced the Standard Industrial Classification (SIC) system. <http://www.census.gov/eos/www/naics/>

These ID#s are **optional**:

Dun & Bradstreet (DUNS) - The DUNS Number is a unique 9-digit identification sequence that provides identifiers to single business entities while linking corporate family structures together. <http://mycredit.dnb.com/search-for-duns-number/>

SIC - The Standard Industrial Classification classifies industries by a four-digit code. It is largely being supplanted by the six-digit NAICS code, which was released in 1997. <http://siccode.com/en>

TRI - If a company treats, recycles, disposes, or releases more than 500 pounds of a chemical into the environment (as opposed to just handling it), then they must provide a detailed inventory of that chemical's inventory. <http://www2.epa.gov/toxics-release-inventory-tri-program/tri-threshold-screening-tool>

RMP - <http://www2.epa.gov/rmp> Risk Management and Chemical Accident Prevention - Under the authority of section 112(r) of the Clean Air Act, the Chemical Accident Prevention Provisions require facilities that produce, handle, process, distribute, or store certain chemicals to develop a Risk Management Program, prepare a Risk Management Plan (RMP), and submit the RMP to EPA. Owners or operators of a stationary source with more than a threshold quantity of one of the 140 listed toxic and flammable substances in 40 CFR Section 68.130 must submit an RMP. <http://www.gpo.gov/fdsys/pkg/CFR-2011-title40-vol15/xml/CFR-2011-title40-vol15-sec68-130.xml>

EIN - Employer identification number, also known as Federal Employer Identification Number or FEIN, is the corporate equivalent to a Social Security number, who have to pay withholding taxes on employees. [http://www.irs.gov/Businesses/Small-Businesses-%26-Self-Employed/Apply-for-an-Employer-Identification-Number-\(EIN\)-Online](http://www.irs.gov/Businesses/Small-Businesses-%26-Self-Employed/Apply-for-an-Employer-Identification-Number-(EIN)-Online) Call 1-800-829-1040. This is the Internal Revenue Service's (IRS) toll-free number for customer service questions.

The EPA's Tier2Submit 20xx Self-Study Manual

State Fields

There will always be a link to the Kentucky Emergency Response Commission's (KERC) website on this tab. Facilities can download the newest version of the "How to Comply" packet on the KERC webpage. Like the EPA's Tier2submit20xx software, the KERC creates a new version of the "How to Comply" packet to ensure facilities have all the information they need to properly submit their tier2 reports to the State (KERC), LEPC, and fire department.

Required Fields:

Facilities must identify what category they are according to the current fee schedule, 1 to 5. A copy of the fee schedule is always located within the "How to Comply" packet.

Facilities must identify if they are owned or operated by a local, state, or federal government agency. Yes/no. Tier2 fees are waived for government agency facilities.

Facilities must identify the total number of chemicals and the total poundage of chemicals at their facility. Facilities must complete their chemical inventory first, then return to this tab. The auto-calculate button will auto-fill both of these fields when clicked.

Attachments

Facilities can attach any number of files with their tier2 report. Specifically, they are given the option (select the check box) of submitting a site plan (required to be submitted to LEPCs if the facility has an EHS above TPQ, might as well attach it here), a description of dikes and safeguard measures, or site coordinate abbreviations.

It is requested that facilities attach the smallest size file type, while not degrading the quality of the attachment. For example, pdf files are typically smaller in size than a word document. If the facility creates a site plan or list of safe guard measures in word, they can reduce its size by saving to a pdf format. This will help with both storage requirements and download/upload times.

Certification

Facilities can identify the required fee, as found in the current fee schedule. This is optional.

Facilities may check the box if ALL facility information (not including chemical information) is identical to their previous year's submission. Optional, very helpful to LEPCs as it may help alert them to contact information changes.

Facilities are required to provide a signature (type name of person responsible for facility submission e.g., owner/operator or tier2 information contact (the person that completed the report)).

Facilities are required to provide a date of completion. Unless providing a mid-year update this should fall between the legal reporting period, January 1 – March 1. Reports filed after March 1st are considered late and may be subject to late fees.

The EPA's Tier2Submit 20xx Self-Study Manual

Facilities may use the notes section to provide any miscellaneous information they feel is vital. For example if a facility closes its doors during the 2014 calendar year, they are still required to file a tier2 report during the next reporting cycle (Jan – Mar 2015). However, since they will not have any chemicals at the facility during the 2015 calendar year they will not be required to submit a tier2 report in 2016. The notes section would be a great location to state, “This will be the final tier2 report submitted by this facility as we closed our doors and removed all chemicals during the 2014 calendar year.” Another example would be if the facility recently changed ownership. The old owner is still responsible for submitting a tier2 report and could use the notes section to identify the new owners as well as a new facility name if applicable. Similarly, the new owner should identify who they bought the facility from. Both should include the sale date.

Kentucky facilities are required to submit electronically and may meet the signature requirements by accurately entering the owner's, operator's, or an officially designated representative's name and date of completion in the appropriate fields. KY facilities that submit electronically are NOT required to also submit a certification statement on paper.

Contacts

This is the last tab within the facilities section. This is presented last for two reasons. First, technically no information is entered from the screen. When a facility is originally created all fields on this screen are blank. Facilities must select the “Add Contact” button in the lower right-hand corner to create new contacts, this action will then take you to a new screen and new section, the second of the three different sections (types) of information within Tier2 Submit.

This screen does list the minimum federal requirements for providing contact information:

- Owner/ Operator** (name, address, phone, & email);
- Emergency Contact** (name & 2 phone numbers, one of which must be designated with a type “24-hour”; and
- Tier2 Information Contact** (name, email, and phone number). The emergency Contact is a person that can be reached 24/7 in the event of a HAZMAT incident. The tier2 information Contact should be the person who completed the tier2 report.

If in the Facilities Section, on the ID and Regs tab, the box labeled “Is the facility subject to Emergency Planning under Section 302 of EPCRA (40 CFR part 355)” is checked the facility will be required to provide an additional contact in the Contacts Section. They must identify someone who is designated as the Facility Emergency Coordinator (FEC) or as more commonly known in Kentucky the Facility Emergency Response Coordinator (FERC).

The EPA's Tier2Submit 20xx Self-Study Manual

Contact Information Content

This section contains all of the “who” information related to your facility.

Main Contact Page

There is only one screen for contact information, no tabs. There are four panels within this screen, one each on bottom and top and two in the middle (left and right). The **top panel** requires first name, last name, title, and email. It also includes optional fields for contact location (contact residence address NOT the facility address): address, city, state, zip, and country.

The **bottom panel** lists all facilities for which this contact person is listed as a contact. To add current contact information to a different facility click the add facility button. This action will open a new box which contains a list of all the facilities currently on the computer being accessed. This action is for companies that have multiple locations and some of the contact personnel are responsible in some way for more than one facility.

The **right panel** identifies the contact type: owner/operator, emergency contact, Facility emergency contact, tier2 information contact, parent company, submitter (for a facility that has one person create the report but a different person that actually submits and pays fee through the online submission website), billing, fire department, parent company, or other. One person may have multiple Contact Types. For instance if John Brown is the facility safety manager and he prepared the tier2 report he could have both the emergency contact and tier2 information contact.

The **left panel** contains the phone type and phone number. Facilities must identify working phone numbers for the contacts as listed in this section. Facilities must also identify for EACH phone number listed the correct Phone Type: 24-hour, Emergency, Fax, mobile-cell, Home, or Work. During the validation process the program will list an error if the 24-hour phone number is not identified. This error is referring to the 24-hour phone number view on this tab under phone type. For example if I am the Emergency Contact, and my cell phone is the number I can be reached at 24/7 I list my cell phone under Phone # but I MUST list the phone type as 24-Hour. If I select Mobile-cell the validation process will fail because the program test merely searches for “Contact Type” emergency then requires one of the listed numbers to have the 24-hour “Phone Type”.

Remember facilities must identify, at minimum, the following “Contact Types”:

- Owner/ Operator** (name, address, phone, & email);
- Emergency Contact** (name & 2 phone numbers, one of which must be designated with a type “24-hour”; and
- Tier2 Information Contact** (name, email, and phone number). The emergency Contact is a person that can be reached 24/7 in the event of a HAZMAT incident. The tier2 information Contact should be the person who completed the tier2 report.

From this screen the yellow arrows in the upper right-hand corner allow you to toggle between all contacts for ALL facilities currently in the tier2submit program. Left moves up, right moves down.

The EPA's Tier2Submit 20xx Self-Study Manual

Chemical Information Content

This section contains all of the “what” and “where” information related to your facility.

Chemicals in Inventory is the third and final Section (type) of information within Tier2 Submit20xx. To get to the Chemical in Inventory “main” page from the Facilities “main” page click “Chem Inventory List”. If there are no chemicals in inventory, i.e., you are trying to add your first chemical, it will automatically open up to a new chemical page. If there are chemicals already in inventory it will open to a complete list of chemicals at that facility.

**Chemicals must be reported using pounds as the unit of measure
on the Physical Sate & Quantity tab!**

Chemicals in Inventory for List

This page displays a complete list of chemicals present at the facility. The upper right hand corner display the number of the current record (the top of the list or the chemical that is highlighted when clicking your mouse once) and the total number of chemicals present at the facility.

Note: A common problem facilities run into is the file fails validation due to a “Chemical Name Required” error. If you notice on this list at the bottom there is a line that has no chemical name. This was probably an error by simply clicking the “add a chemical” button by accident. This will cause an error because the complete data set required for every chemical in Inventory is not complete. This chemical record must be deleted to pass validation.

To do so:

- 1) Highlight the chemical you want to delete (click once the line without a chemical name) it will change color i.e., shade to purple
- 2) Click the record button at the top left of the screen. Not the facility record, but the record between edit and search.
- 3) From the drop down menu select Delete Chemical in Inventory, do **NOT** select Delete all chemical records for this facility
- 4) Confirm deletion by clicking Delete from the pop up box

The EPA's Tier2Submit 20xx Self-Study Manual

Chemicals in Inventory:

This page is the final of the three different sections (types) of information within the Tier2Submit20xx program. The “main” page for a chemical in inventory. There are three “panels” and four tabs on this page.

The **top panel** will auto-populate if you have already completed the first two sections in tier2submit: Facilities and Contacts. This panel displays the facility name, report year, city, and state.

The **middle panel** displays chemical name, Chemical Abstract Service number (CAS#), if it's an EHS chemical, and trade secret classification. Facilities must select one of the radio buttons designating the chemical as YES an EHS or NO not an EHS.

Facilities can withhold from reports, by checking the box in this panel, the specific identity of a chemical regulated under EPCRA as a trade secret if a facility submits a claim with substantiation to the USEPA and the USEPA upholds that claim. Kentucky and/or the KERC does NOT have the legal authority to grant trade secret status.

There is also a Chemical “Lookup Chemical Name” button. Facilities can enter either the chemical name or CAS# and click the “Lookup Chemical Name” button. A new popup box will appear, click the show matches button. If the correct chemical is on the list created, double click that chemical line and it will take you back to the “main” chemical in inventory screen and auto-populate to CAS# or Chemical Name field.

The **bottom panel** contains four tabs. The first tab is Physical State & Quantity. There are three sections, defined by box lines around each section. Facilities must select all appropriate boxes.

- Physical State:** Is chemical pure or a mixture. If mixture is select facilities will have to complete information on the third tab, Mixture Components.
- Physical State:** Is chemical a solid, liquid, or gas.
- Hazards:** Is the chemical flammable (fire), under pressure where stored (Sudden Release of Pressure), and does chemical react in a negative way to other substances (Reactive) e.g., water?
- Health Effects:** Is exposure to chemical Acute (in simple terms, if you wash the chemical off or discontinue exposure with the chemical no more harm will be done to the exposed person) or Chronic (in simple terms, even after you wash the chemical off or discontinue exposure the chemical continues to cause more harm to the exposed person).

Facilities may check the box, if accurate, “Chemical information identical to previous year”

Facilities may check the box, if accurate, “Below Reporting Thresholds”

**Chemicals must be reported using pounds as the unit of measure
on the Physical State & Quantity tab!**

The EPA's Tier2Submit 20xx Self-Study Manual

Facilities are required to identify:

- Number of “**Days on Site**” = 1 - 365
- “**Max Daily Amount**” – The most (maximum) amount of the chemical that would ever be present at the facility. Imagine if you did an inventory count of the chemical every day for a whole year. The largest single day inventory number would be the “Max Daily Amount”.
- “**Average Daily Amount**” - The average amount of the chemical that is present at the facility. Imagine if you did an inventory count of the chemical every day for a whole year. What is the typical amount that can be found from day-to-day?
- “**Max Code**” – Select a “Max Code” range which contains the number you entered for “Max Daily Amount”.
- “**Ave Code**” - Select an “Ave Code” range which contains the number you entered for “Average Daily Amount”.
- “**Max amount in largest container**” – What is the largest capacity storage unit available at the facility for this chemical, and what is the most amount of chemical that would ever be stored in that unit?

Storage Locations:

This second tab on the chemicals in inventory page is “Storage Locations” Facilities must identify ALL storage units located at the facility for this chemical. Facilities must add an additional Storage Locations for the same chemical if:

- A. It is not co-located at the facility (storage units are located in different areas of the facility and would require different directions to access for the Emergency Response personnel, or
- B. The chemicals are the same but the storage units are different sizes.

Facilities need only create one storage location within Tier2Submit if ALL storage units located in generally the same location and are the same size.

For example: If a facility has a storage unit for Ammonia Nitrate located outside the building on the North and South sides of the structure, they must list two differ Storage Locations on the tab. If a facility has three 10,000 gallon Propane storage unit located outside the building on the East side of the structure, they need only create one Storage Locations on the tab. If this is the case the facility should include the total number of storage unit in the “Location at Facility” field.

The EPA's Tier2Submit 20xx Self-Study Manual

This tab requires facilities to provide:

- “Location at Facility”** – this should be a simple, easy to understand, description of what and where the storage unit is. For example: The Anhydrous Ammonia is located in the bright purple tank, outside the building, on the NW corner.
- “Type”** – what type of container is the chemical stored in: Above Ground Tank, Bag, Battery, Below Ground Tank, Box, Can, Carboy, Cylinder, Fiber Drum, Glass Bottles or Jugs, Plastic Bottles or Jugs, Plastic or Non-metallic Drum, Rail Care, Silo, Steel Drum, or Tank Inside Building.
- “Pressure”** – Ambient (not under pressure), Greater than Ambient Pressure, Less than Ambient Pressure.
- “Temperature”** – Ambient Temperature (not heated or cooled), Cryogenic Conditions (really really cold, like well below freezing), Greater than Ambient Temperature (heated), Less than Ambient / not Cryogenic (cold maybe even freezing, but now way below freezing)

This tab also includes the optional fields

- “Max Amount”**: - The most (maximum) amount of the chemical that would ever be present in the storage unit.
- “Unit of Measure”** (NOT labeled) – unlike on the Physical State & Quantity tab which requires chemical weights be listed in pounds, facilities may choose a variety of units: Pounds, Kilograms, Gallons, Liters, Barrels, Tons, and Metric Tons.

The final item on this page is a check box designating “Confidential” location. EPCRA allows the exact location of hazardous substances at a facility to be kept confidential. Facilities wishing to keep this information confidential must, in addition to filing a tier2 report electronically through the Kentucky.gov website, complete the Tier2 Inventory Confidential Location Form and submit a copy of the form to the State email it to tier2kyem@gmail.com. Facilities must also submit a copy of the form to the LEPC and local fire department according to the tier2 submission county requirements listed in the “How to Comply” packet. Subject line of email must include Tier2 Online Submission Transaction / Confirmation Number (facilities are given this number when the online tier2 submission process is complete and all associated fees have been paid). Form available to download at: <http://kyem.ky.gov/programs/Pages/SARATitleIII.aspx>

The EPA's Tier2Submit 20xx Self-Study Manual

Mixture Components

This third tab on the chemicals in inventory page is “Mixture Components” Facilities must complete this tab for every chemicals in which the “Mixture” checkbox was selected on the “Physical Sate & Quantity” tab.

The owner or operator of a facility may meet the requirements of Sections 311 and 312 by choosing one of two options:

- Providing the required information on each component that is a hazardous chemical within the mixture. In this case, the concentration of the hazardous chemical in weight percent must be multiplied by the mass (in pounds) of the mixture to determine the quantity of the hazardous chemical in the mixture. No MSDS has to be submitted for hazardous components in a mixture with quantities in concentrations under 0.1 % for carcinogens and 1 % for all other hazardous components of the total weight of the mixture.
- Providing the required information on the mixture as a whole, using the total quantity of the mixture.

When the composition of a mixture is unknown, facilities should report on the mixture as a whole, using the total quantity of the mixture. Whichever option the owner or operator decides to use, the reporting of mixtures must be consistent for Sections 311 and 312, where practicable.

If the chemical has a component that is an EHS they must check the EHS box on this tab.

Facilities must include

- CAS#** - CAS# of the specific chemical component.
- Component Name** – Name of the specific chemical component.
- Max Code** – Select the weight range (in pounds) of the specific chemical component reporting.
- %** - Enter the **percent** of the specific chemical component compared to the complete mixture. For example a 100 pound solution contains 20 pounds of sulfuric acid, then the percent would be $20/100=.2$ or 20%.
- Wt./Vol.** – Facilities may report in either pounds or volume (gallons, liters, and cubic meters).

There is also a “Lookup Component Name” button on this page that works the same as the “Lookup Chemical Name” button found in the middle panel of the Chemicals in Inventory Section.

State Fields:

The EPA allows every state to include special requirements in every version of the tier2submit software. Kentucky does not, at this time, have any such requirements with regards to chemicals.

Kentucky does have special requirements with regards to facility information in the Facilities Section on the State Fields tab.

The EPA's Tier2Submit 20xx Self-Study Manual

Unit 3: Fundamentals Review

This unit provided a description of each filed location within the EPA's Tier2Submit program. After completing this unit you should be able to identify:

- What program is required to file tier2 reports in KY
- Where to download the required program for creating tier2 reports in KY
- What are the three basic sections (types) of information within the EPA's Tier2Submit20xx program
- What are the specific "State Fields" that are required in Tier2Submit20xx
- What types of attachments may be submitted in Tier2Submit20xx
- How to certify "sign" an electronic tier2 report
- What contact types are required in Tier2Submit20xx
- How to delete accidentally created facilities, contacts, and chemicals within Tier2Submit20xx
- What unit of measure must be used when reporting chemical amounts
- How to report chemical mixtures

The EPA's Tier2Submit 20xx Self-Study Manual

Unit 4: Additional Functions

In this unit we detail a few of the functions used within Tier2Submit20xx.

At the end of this unit you should be able to identify:

- How to format (save) your tier2 report electronically in a .t2s format
- How to print a paper copy of your tier2 report so that it may be shared with all required entities.
- How to import the previous year's tier2 report into the current year's program.
- How many different search parameters are supported by Tier2Submit20xx

Saving Report Electronically: .t2s format

After you have passed validation you must format your report so that it may be shared with all required entities.

- Your State Emergency Response Commission, in Kentucky this is known as the Kentucky Emergency Response Commission (KERC)
- Your Local Emergency Planning Committee (LEPC)
- The fire department with jurisdiction over your facility

No fee is required for submission of tier2 reports to a LEPC or Fire Department.

Most, but not all, LEPCs require electronic submission of tier2 reports, a complete list "LEPC Tier2 Inventory Reporting Contact Information" and LEPC submission requirements can be found within KYEM's annually published EPCRA "How to Comply Packet".

- A. For those LEPC's with an email listed simply email Facility Name / tier2 contact information / and the .t2s file created in the EPA's Tier2Submit20xx program. A downloadable version of this list that contains email hyperlinks can be found in the document library on the website <http://kyem.ky.gov/programs/Pages/SARATitleIII.aspx>.
- B. Facility Owners: If you receive an undeliverable notice from any listed LEPC contact PLEASE email the State LEPC Program Manager A.S.A.P.: tier2kyem@gmail.com. Thank You!
- C. For those LEPC's that do not require electronic submission send Facility Name / tier2 contact information / and a printed copy of your tier2 report via USPS or comparable mailing service.

Create Submission

To format, save a copy, of the tier2 report in Tier2 Submit you must create a submission. To begin:

- 1) Go to the Facilities Section.
- 2) Choose "Create Submission" from the File menu (top left).

The EPA's Tier2Submit 20xx Self-Study Manual

Select Records to Include for Submission:

- 3) Specify the type of records you want to include,
 - A. Current Record is the last facility viewed or the facility listed first when viewing all facilities
 - B. Found set is the set of facilities created after doing a search of facilities, e.g., the state program manager has all reports from Kentucky. They could run a report and search for only Jefferson County facilities. If they tried to create submission immediately after the search the Found Set would be all Jefferson County Facilities.
 - C. All Records – is every facility currently in the tier2submit program on your computer.
- 4) Click “Start Submission Validation”

Create Electronic Submission File

- 5) Select “Create Electronic Submission File” (This function **ONLY** works if the Validation Check Status: PASSED)

Failed Validation

If the Tier2 Submit Validation Check Status is PASSED (but see notes in report) or FAILED (the example shown above) there is incomplete or inaccurate information within your Tier2 Report. To see what specifically is wrong click View Validation Report. Then View the report. Each facility that has missing information or validation errors will be listed. All items contained within the Validation Report must be corrected. All reports submitted that do not completely pass validation will be invalid and marked as such by state officials. Invalid submissions will be classified as late and, per KRS 39E.990, may be assessed a civil penalty.

Validation Report

If the Tier2 Submit Validation Check Status is **PASSED** (but see notes in report) or **FAILED** the validation report will list **EVERY** error within the facility file. The report will list all errors for the Facility and Contacts Sections first. The errors for chemicals will be list next under a heading “Validation Errors for Chemical”.

If you are familiar (know what information goes in exactly what section/tab) with the tier2submit program it is easy to fix all errors. If you are not as familiar with the program there is a function to assist facilities.

Click the record button at the top left of the screen. Not the facility record, but the record between edit and search. Select “Validate Record”. The program will automatically take you to the screen with an error. A pop-up box will appear. Two options will be offered: Ignore (can't do this, it **MUST** pass validation) & “Go to Field”. By selecting the Go to Field option your cursor will automatically be put in the correct field which contains the error. Enter the correct data. If you have multiple errors on you validation report you must Click the record button at the top left of the screen and select “Validate Record” for **EVERY** error.

If the Tier2 Submit Validation Check Status is **PASSED** there will be **NO** information on this report, it will be blank.

The EPA's Tier2Submit 20xx Self-Study Manual

Name File and Choose Storage Location

- 6) Name the file, it is recommended that file names include:
 - Year of the tier2submit20xx program used to create the file,
 - Tier2, and
 - Facility name,
 - o e.g., 2015Tier2CriimedogsPalace
- 7) Choose a destination on your computer for the file. It is recommended that you have a folder in your documents specifically for tier2 reports and other EPCRA information.

Remember the location as you will upload this file later to the KYEM Online Tier2 Submission page!

Submit in Accordance with State Requirements

Click "Done"

IMPORTANT: At this point you have **NOT** submitted a report to anyone! Tier2Submit20xx does not submit reports to anyone. Tier2Submit20xx only helps you create a report that may then be submitted to all appropriate or required entities.

See the KERC's "How to Comply" packet for complete submission instructions for the Commonwealth of Kentucky.

The EPA's Tier2Submit 20xx Self-Study Manual

Printing a Paper Copy of the Tier2 Report

After you have passed validation you must format your report so that it may be shared with all required entities.

- Your State Emergency Response Commission, in Kentucky this is known as the Kentucky Emergency Response Commission (KERC)
- Your Local Emergency Planning Committee (LEPC)
- The fire department with jurisdiction over your facility

No fee is required for submission of tier2 reports to a LEPC or Fire Department.

Most, but not all, LEPCs require electronic submission of tier2 reports, a complete list "LEPC Tier2 Inventory Reporting Contact Information" and LEPC submission requirements can be found within KYEM's annually published EPCRA "How to Comply Packet".

a) For those LEPC's with an email listed simply email Facility Name / tier2 contact information / and the .t2s file created in the EPA's Tier2Submit20xx program. A downloadable version of this list that contains email hyperlinks can be found in the document library on the website <http://kyem.ky.gov/programs/Pages/SARATitleIII.aspx>

Facility Owners: If you receive an undeliverable notice from any listed LEPC contact PLEASE email the State LEPC Program Manager A.S.A.P.: tier2kyem@gmail.com Thank You!

b) For those LEPC's that do not require electronic submission send Facility Name / tier2 contact information / and a printed copy of your tier2 report via USPS or comparable mailing service.

Create Submission

To format, print a copy, of the tier2 report in Tier2 Submit you must create a submission. To begin:

- 1) Go to the Facilities Section.
- 2) Choose "Create Submission" from the File menu (top left).

Select Records to Include for Submission:

- 3) Specify the type of records you want to include,
 - A. Current Record is the last facility viewed or the facility listed first when viewing all facilities
 - B. Found set is the set of facilities created after doing a search of facilities, e.g., the state program manager has all reports from Kentucky. They could run a report and search for only Jefferson County facilities. If they tried to create submission immediately after the search the Found Set would be all Jefferson County Facilities.
 - C. All Records – is every facility currently in the tier2submit program on your computer.
- 4) Click "Start Submission Validation"

Create Paper Report

- 5) Select "Create Paper Report"

The EPA's Tier2Submit 20xx Self-Study Manual

Failed Validation

If the Tier2 Submit Validation Check Status is **PASSED** (but see notes in report) or **FAILED** (the example shown above) there is incomplete or inaccurate information within your Tier2 Report. To see what specifically is wrong click View Validation Report. Then View the report. Each facility that has missing information or validation errors will be listed. All items contained within the Validation Report must be corrected. All reports submitted that do not completely pass validation will be invalid and marked as such by state officials. Invalid submissions will be classified as late and, per **KRS 39E.990**, may be assessed a civil penalty.

Validation Report

If the Tier2 Submit Validation Check Status is **PASSED** (but see notes in report) or **FAILED** the validation report will list **EVERY** error within the facility file. The report will list all errors for the Facility and Contacts Sections first. The errors for chemicals will be list next under a heading "Validation Errors for Chemical".

If you are familiar (know what information goes in exactly what section/tab) with the tier2submit program it is easy to fix all errors. If you are not as familiar with the program there is a function to assist facilities.

Click the record button at the top left of the screen. Not the facility record, but the record between edit and search. Select "Validate Record". The program will automatically take you to the screen with an error. A pop-up box will appear. Two options will be offered: Ignore (can't do this, it **MUST** pass validation) & "Go to Field". By selecting the Go to Field option your cursor will automatically be put in the correct field which contains the error. Enter the correct data. If you have multiple errors on you validation report you must Click the record button at the top left of the screen and select "Validate Record" for **EVERY** error.

If the Tier2 Submit Validation Check Status is **PASSED** there will be **NO** information on this report, it will be blank.

Print Report

- 6) Select "Print Report"
 - a. Program will automatically preview the first page of your tier2 report.
- 7) Follow the rest of the on-screen instructions for printing the report
 - a. These will vary based on you specific printer

The EPA's Tier2Submit 20xx Self-Study Manual

Importing Last Year's Report

Tier2Submit20xx allows facilities to import the previous year's tier2 report into the current year's program. In other words to save a whole bunch of time take that years report and import it into this year's program. Tier2Submit20xx will copy over all relevant data. Then you may update "correct" and data that may have changed from the previous year e.g., amount of chemical or the phone number of the Emergency Contact.

Important: DO NOT DELETE your 2015 tier2 report or the current version of Tier2Submit (2015) until after you have downloaded next year's program (2016). It may save you time next year.

Import/Export

Open up the Tier2Submit20xx program

- 1) Go to the Facilities Section (you probably defaulted from there)
- 2) Choose "Import/Export" from the File menu (top left).

Import Files

- 3) Click the "Import Files" button on the next window.

Browse

- 4) "Browse" and find the directory where you saved the previous year's .t2s file
- 5) Click on the desired file (make sure it is in a .t2s format)
- 6) Click "Open"

Import Complete

- 7) Click OK on the pop up window and then the "Done" button.

Update Report for Current Year

Congratulations you have successfully imported last year's report into this year's Tier2Submit20xx program.

Click "View Record" and begin updating any information that has changed from last year.

The EPA's Tier2Submit 20xx Self-Study Manual

Records Search: For LEPCs that use Tier2Submit as their Data Manager

The creators of Tier2Submit will tell you that the program was never intended to be used as a data management program. That is what the true intention for designing CAMEOfm. CAMEOfm is a fantastic program that will do a multitude of functions that are beneficial for planning purposes and I believe that every LEPC should have at least two members that are fluent in CAMEO. CAMEO is a suite of four separate, integrated software applications: CAMEOfm, CAMEO Chemicals, MARPLOT, & ALOHA. This is a system of software applications used widely to plan for and respond to chemical emergencies. It is developed by EPA and NOAA, to assist front-line chemical emergency planners and responders. CAMEO can be used to access, store, and evaluate information critical for developing emergency plans. In addition, CAMEO supports regulatory compliance by helping users meet the chemical inventory reporting requirements of EPCRA i.e. LEPC required EHS Facility Plans. The CAMEO system integrates a chemical database and a method to manage the data, an air dispersion model, and a mapping capability. All modules work interactively to share and display critical information in a timely fashion. However, CAMEOfm is a very complicated program that requires a lot of training (full four day class for starters) and continuous use or you will quickly forget all you learned in class. LEPCs should start with their local fire departments and ask if any local personnel are willing to assist the LEPC.

That said I believe every LEPC member should have Tier2Submit on their computer. It is a simple program to learn and use. It is a fantastic tool that can be used as your LEPCs complete data management system. The best method for learning Tier2Submit is simply to install the program on your computer and then create a "fake facility". Create a facility using your home or work address. Use friends, co-workers, or relatives for contacts. Add a few chemicals, choosing common local chemicals. Afterwards you will have available, at your fingertips, excellent knowledge on how to:

- use Tier2Submit,
- help local facilities use Tier2Submit, and
- Most importantly, get location information, contact information, and chemical information for every facility in your county.

**Tier2Submit20xx has three different search parameters:
Basic, Advanced, and State Fields**

The EPA's Tier2Submit 20xx Self-Study Manual

Basic Search

From the “Facilities” section or any of its sub tabs select “Start Search” from the Search drop-down menu.

To preform basic search:

- 1) Go to the Facilities Section.
- 2) Choose “Start Search” from the Record menu (top left). Not the facility record, but the record between edit and search.
- 3) At the top of the screen the computer program defaults to searching according to “Characters Contained” within the file. You may also choose to search according to “Contains Words Starting With”.
- 4) Complete the appropriate field:
 - a. Facility Name – The complete name or just part of the name
 - b. City -
 - c. Address – Street name or number or both
 - d. Zip Code -
 - e. State -
 - f. County -
 - g. Has EHS Chemical – Yes / No
 - h. Last Modified – (before, after, or on) MM/DD/YYYY

Advanced Search

From the “Facilities” section or any of its sub tabs select “Start Search” from the Search drop-down menu.

To preform advanced search:

- 1) Go to the Facilities Section.
- 2) Choose “Start Search” from the Record menu (top left). Not the facility record, but the record between edit and search.
- 3) Click “Go to Advanced Search” at the bottom of the screen.
- 4) Click the “Select Field” button
- 5) Choose one of the six search parameters: Facilities, Chemicals in Inventory, Contacts, Facility IDs, Mixture Components, or Storage Locations.
- 6) Click on a field name, these will vary greatly depending on what selection you made in step five.
- 7) Click “Select”
- 8) The computer program defaults to searching according to “Characters Contained” within the file. You may choose to search according to “Contains Words Starting With”, “Is Empty”, or “Is Not Empty”.
- 9) Click “Select”
- 10) The search filed will now be filled. Select an appropriate option for the two remaining fields, once again the options are endless based on the selection you made in step five.
- 11) Click “Search”

The EPA's Tier2Submit 20xx Self-Study Manual

State Fields Search

From the "Facilities" section or any of its sub tabs select "Start Search" from the Search drop-down menu.

To preform State Fields search:

- 1) Go to the Facilities Section.
- 2) Choose "Start Search" from the Record menu (top left). Not the facility record, but the record between edit and search.
- 3) Click "State Fields Search" at the bottom of the screen.
- 4) There are two fields at the top of the screen that should default to the current program year and Kentucky (unless you have old files or files from out-of-state).
- 5) As in a basic search choose one radio button: "Contains Characters" or "Contains Words Starting With".
- 6) Complete any or all of the fields on this page: Facility Category, Government Owned, Total # Chemicals, or Total poundage of Chemicals.
- 7) Click "Search"

Unit 4: Fundamentals Review

This Unit provided information on how Kentucky has implemented the requirements of EPCRA into our state laws (KRS) and regulations (KAR). You should be able to identify:

- How to format (save) your tier2 report electronically in a .t2s format
- What steps to take if report fails validation
- How to print a paper copy of your tier2 report so that it may be shared with all required entities.
- How to import the previous year's tier2 report into the current year's program.
- How many different search parameters are supported by Tier2Submit20xx

The EPA's Tier2Submit 20xx Self-Study Manual

The Annual LEPC Calendar

Purpose (KERC LEPC Calendar):

This document is designed to provide LEPC members with a timeline of the grant requirements found in EPCRA, KRS, and KAR. It will also serve as a valuable toll in planning yearly LEPC meetings and Exercises. Tentative dates for the KERK meeting have been included. All LEPC Chairs are welcome to attend and encouraged to contact the KERK Program Manager to schedule agenda time for presentations regarding current LEPC events, issues, requests, and general updates of activities.

Target Audience (KERK LEPC Calendar):

The target audience for this document is any private citizen with an interest in community awareness and emergency preparedness and current members of an LEPC. Specifically, the Chair, the Vice-Chair, the Treasurer, and persons whose role with the LEPC typically includes the responsibility to complete any/all of the following forms and documents:

- 101-GA Grant Application
- 102-DB Detailed Budget
- 103-PPI Personal Property Inventory
- 103B-PPI Additional Personal Property Inventory
- 104-MCP Membership Cover Page
- 105-GL Grant Ledger
- 107-PLN Public Legal Notice
- 302-ACL Annual Certification Letter

LEPC Calendar January - February

Tentatively set at least 2 meeting dates for the upcoming calendar year.

- The LEPC shall meet at least twice during each calendar year. LEPCs which do not have any EHS in excess of the TPQ present in their community shall meet at least once during each calendar year. A quorum shall be required. A copy of the minutes must be provided to the Chairman of the KERK, or designee, within 30 days of the date of the meeting.
- No later than **January 31st** each calendar year in accordance with KRS Chapter 424 the LEPC shall publish public information on committee activities entitled "Public (Legal) Notice Advertisement".
 - No later than **February 28th** LEPCs must provide the Chairman of the KERK, or designee, with a photocopy of the legal notice publish as described clearly showing the name of the newspaper and the date of publication.

The EPA's Tier2Submit 20xx Self-Study Manual

LEPC Calendar March

- No later than **March 1** facilities must submit Tier2 Inventory Forms to the SERC, LEPCs, & FDs.
- No later than **March 1** any facility that has an EHS in excess of the TPQ shall review the EHS Facility Emergency Response Plan and send a Facility Annual Certification Letter (FACL) to the LEPC stating that there were no changes and therefore the EHS Facility Emergency Response Plan is correct as is; or the EHS Facility Emergency Response Plan has been revised and the revisions are included with the FACL.

LEPC Calendar April

- No later than **April 1st** each year, the LEPC shall review EHS Facility Emergency Response plans and send an ACL to the KYEM AM stating that there were no changes and therefore the plan is correct as is; or the plan has been revised and the revisions are included with the ACL.
- No later than **April 1st** the LEPC shall submit Grant Application to the KYEM AM
- No later than **April 1st** the LEPC shall provide the Chairman of the KERC or designee, documentation of expenditures, including but not limited to, bank statements, canceled checks, invoices, receipts, and a LEPC Bank Ledger for the preceding year.

LEPC Calendar June

- No later than **June 1st** LEPCs shall submit a detailed budget to the Chairman of the KERC or designee, identifying how the funds requested on the Grant Application are to be spent.

LEPC Calendar September

- No later than **September 15th** the KERC shall make the grant awards.

LEPC Calendar December

- No later than **December 1st** each year, the LEPC shall submit an updated membership list and cover page to the Chairman of the KERC, or designee.
- No later than **December 1st** each year, the bylaws of each LEPC must be provided to the Chairman of the KERC, or designee, with certification stating that there were no changes and therefore the bylaws are identical to last year; or the bylaws have been revised and the revisions are included.
 - The bylaws shall identify the position or person who will be responsible for accountability for the funds and who will be listed as the authorized applicant as shown on the grant application.
- No later than **December 1st** LEPCs shall submit a Personal Property Inventory Maintenance identifying all property items valued in excess of \$500.00 purchased using KERC Grant funds.

The EPA's Tier2Submit 20xx Self-Study Manual

Noteworthy Resources

Kentucky Emergency Management

<http://kyem.ky.gov/Who%20We%20Are/Pages/KERC.aspx>

<http://kyem.ky.gov/Who%20We%20Are/Pages/LEPC.aspx>

<http://kyem.ky.gov/programs/Pages/SARATitleIII.aspx>

The following and other relevant items can be found in at least one of the Document Libraries found on the above websites:

- EPCRA: (SARA-TITLE-III)
- KRS 39E
- 106 KAR 1.081 – 1.131
- County Title III Plan Checklist
- Sara Title III Sample Certification Letter
- List of Lists
- EPCRA How to Comply Packet
- Tier2 Reporting Fee Schedule
- Battery Lead-Acid KERC Policy Documents
- Kentucky LEPC's - It Is Your Right To Know
- TAB Q-7 Plan Development Guidance
- Tier2 Retail Gas Station Reporting Rule

Noteworthy Websites

National Association of SARA Title III Program Officials

<http://www.nasttpo.com/>

EPA - EPCRA information

<http://www2.epa.gov/epcra>

EPA Risk Management Program

<http://www2.epa.gov/rmp>

CAMEO (Computer Aided Management for Emergency Operations)

<http://www2.epa.gov/cameo>

Department of Homeland Security (DHS)

Chemical Facility Anti-Terrorism Standards (CFATS)

<http://www.dhs.gov/chemical-facility-anti-terrorism-standards>

The EPA's Tier2Submit 20xx Self-Study Manual

Questions?

Please do not hesitate to contact any of the KYEM Staff if you need assistance:

HAZMAT Program Coordinator

Danita Farrier
Kentucky Emergency Management (KYEM)
Boone Center National Guard
EOC Room 210-P-5
110 Minuteman Parkway
Frankfort, KY 40601
Office: 502-607-5728
Fax: 502-607-1622
danita.e.farrier.nfg@mail.mil

LEPC Program Coordinator

Connie Estill
Kentucky Emergency Management (KYEM)
Boone Center National Guard
EOC Room 210-P-5
110 Minuteman Parkway
Frankfort, KY 40601
Office: 502-607-5732
Fax: 502.607.1008
connie.g.estill.nfg@mail.mil
tier2kyem@gmail.com

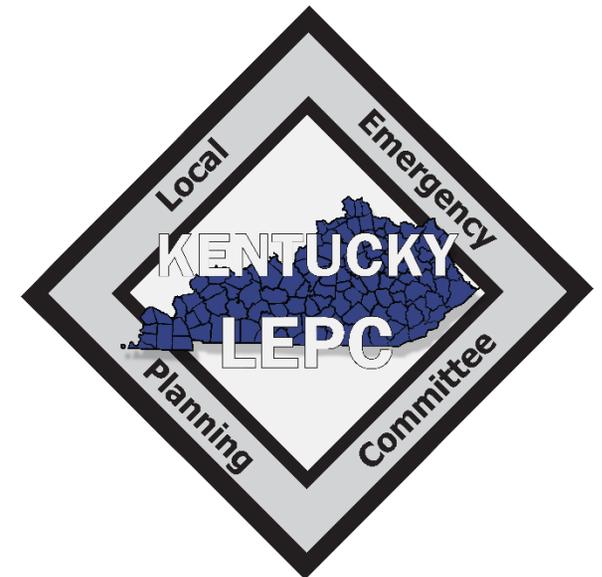
LEPC Program Manager

Kentucky Emergency Management (KYEM)
Boone Center National Guard
EOC Room 210-P-6
110 Minuteman Parkway
Frankfort, KY 40601
Office: 502.607.5712
Fax: 502.607.1008
kentuckyserc@gmail.com

“Serving Our Commonwealth”



2016
KERC / LEPC
Calendar of Events





“Serving Our Commonwealth”

Program Notes:

- **Module 1: “LEPCs in Kentucky”**
- **Module 2: LEPC Grant Application**
- **Module 3: Emergency Response Planning Guide for EHS Facilities**
- **Module 4: Tier2 / EHS Plan Validation Exercise**

Purpose (KERC LEPC Calendar):

This document is designed to provide LEPC members with a timeline of the grant requirements found in EPCRA, KRS, and KAR. It will also serve as a valuable tool in planning yearly LEPC meetings and Exercises. Tentative dates for the KERC meeting have been included. All LEPC Chairs are welcome to attend and encouraged to contact the KERC Program Manager to schedule agenda time for presentations regarding current LEPC events, issues, requests, and general updates of activities.

Target Audience (KERC LEPC Calendar):

The target audience for this document is any private citizen with an interest in community awareness and emergency preparedness and current members of an LEPC. Specifically, the Chair, the Vice-Chair, the Treasurer, and persons whose role with the LEPC typically includes the responsibility to complete any/all of the following forms and documents:

Annual Certification Letter
Detailed Budget
Grant Application
Grant Ledger

Membership Cover Page
Personal Property Inventory
Public Legal Notice



~ January 2016 ~

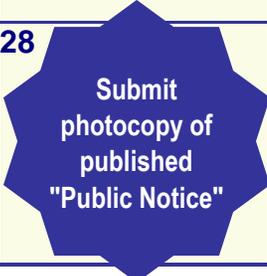


Sun	Mon	Tue	Wed	Thu	Fri	Sat
1) No later than <u>January 31</u> publish public information on committee activities entitled "Public (Legal) Notice Advertisement". 2)					1	2
3	4	5	6	7	8	9
10	11	12	13 	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
	Notes: LEPCs must meet at least twice per year (once if no EHSs in district)					



~ February 2016 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28 	29	1) No later than <u>February 28</u> submit to the KERC a photocopy of the "Public (Legal) Notice Advertisement" published, clearly showing the name and date of the newspaper.				



~ March 2016 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
Facilities must submit by <u>March 1</u> : 1) Tier2 Reports 2) Facility Annual Certification Letter (FACL)		1 	2	3	4	5
	6	7	8	9	10	11
13	14	15	16 	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	Notes - FACL must state: 1) there were no changes to EHS Plan; or 2) EHS Plan has been revised and the revisions are included with the FACL	



~ April 2016 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes: No later than April 1st: 1) Review EHS Facility plans and send an ACL to the KYEM AM stating: a. that there were no changes; or b. plan has been revised and the revisions are included with the ACL 2) Submit Grant Application to the KYEM AM 3) Submit documentation of expenditures, including LEPC Bank Ledger					1 	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30



~ May 2016 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11 	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	Notes:			



~ June 2016 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes: No later than June 1 submit detailed budget to the KERC or designee, identifying how the funds requested on the Grant Application are to be spent.			1 Submit Detailed Budget	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	Notes:	



~ July 2016 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes:					1	2
3	4	5	6	7	8	9
10	11	12	13 	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	Notes:					



~ August 2016 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	Notes:		



~ September 2016 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes: No later than <u>September 15</u> the KERC will make the grant awards.				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15 	16	17
18	19	20	21 	22	23	24
25	26	27	28	29	30	Notes:



~ October 2016 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes:						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	Notes:				



~ November 2016 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes:		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16 	17	18	19
20	21	22	23	24	25	26
27	28	29	30	Notes:		



~ December 2016 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
No later than <u>December 1</u> submit to the KERC: 1) Updated membership list and cover page 2) Bylaws, with certification stating: a. There were no changes; or b. They have been revised and the revisions are included 3) Personal Property Inventory for all items valued > \$500.00				1 Submit: Member list w/ cover page, Bylaws, Property Inventory	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Please do not hesitate to contact any of the KYEM Staff if you have any questions:

HAZMAT Program Coordinator

Danita Farrier

Kentucky Emergency Management (KYEM)

Boone Center National Guard

EOC Room 209-P-5

110 Minuteman Parkway

Frankfort, KY 40601

Office: 502-607-5728

Fax: 502-607-1622

danita.e.farrier.nfg@mail.mil

LEPC Program Coordinator

Connie Estill

Kentucky Emergency Management (KYEM)

Boone Center National Guard

EOC Room 210-P-5

110 Minuteman Parkway

Frankfort, KY 40601

Office: 502-607-5732

Fax: 502.607.1008

connie.g.estill.nfg@mail.mil

tier2kyem@gmail.com

LEPC Program Manager

David M Davis

Kentucky Emergency Management (KYEM)

Boone Center National Guard

EOC Room 210-P-6

110 Minuteman Parkway

Frankfort, KY 40601

Office: 502.607.5712

Fax: 502.607.1008

david.m.davis200.nfg@mail.mil

kentuckyserc@gmail.com



Appendix A: KERC - LEPC Acronym List



ACL	-----	Annual Certification Letter
ACPH	-----	Air Change per Hour
AM	-----	Area Manager
AN	-----	Ammonium Nitrate
ATSDR:	-----	Agency for Toxic Substances and Disease Registry
CAA	-----	Clean Air Act
CAMEO	-----	Computer Aided Management for Emergency Operations
CAS #:	-----	Chemical Abstract Service
CERC	-----	Commonwealth Emergency Response Commission - now called KERC
CERCLA	-----	Comprehensive Environmental Response, Compensation, and Liability Act
CFATS	-----	Chemical Facility Anti-Terrorism Standards
CFR	-----	Code of Federal Regulations
CSB	-----	Chemical Safety Board
DES	-----	Disaster and Emergency Services
DHS	-----	Department of Homeland Security
DOT	-----	Department of Transportation
EEC	-----	Energy and Environment Cabinet
EHS	-----	Extremely Hazardous Substance
EMA	-----	Emergency Management Agency
EMS:	-----	Emergency Medical Service
EOC:	-----	Emergency Operations Center
EOP	-----	Emergency Operations Plan
EPA	-----	Environmental Protection Agency
E&PPC	-----	Environmental & Public Protection Cabinet
EPCRA	-----	Emergency Planning and Community Right-to-Know Act
ERG	-----	Emergency Response Guidebook
ERIL:	-----	Emergency Resource Inventory List
ERT:	-----	Environmental Response Team
FACL	-----	Facility Annual Certification Letter
FCC:	-----	Federal Communications Commission
FDA	-----	Food and Drug Administration
FEMA:	-----	Federal Emergency Management Agency
FERC	-----	Facility Emergency Response Coordinator
GIS	-----	Geographic Information Systems
GPS	-----	Global Positioning System
HAZMAT	-----	Hazardous Materials
HMEP	-----	Hazardous Materials Emergency Preparedness
HSC:	-----	Highway Safety Commission
KAR	-----	Kentucky Administrative Regulations
KCTCS:	-----	Kentucky Community and Technical College System
KERC	-----	Kentucky Emergency Response Commission
KRS	-----	Kentucky Revised Statutes
KY DEP	-----	Kentucky Department of Environmental Protection
KYEM	-----	Kentucky Emergency Management
LEPC	-----	Local Emergency Planning Committee
Lat/Long	-----	Latitude and Longitude
LOC:	-----	Level of Concern
LoL	-----	List of Lists
MIC	-----	Methyl Isocyanate
MSDS	-----	Material Safety Data Sheets (now known as SDS)



Appendix A: KEREC - LEPC Acronym List



NASTTPO	-----	National Association of SARA Title II Program Officers
NFPA	-----	National Fire Protection Association
NIMS:	-----	National Incident Management System
NOAA	-----	National Oceanic and Atmospheric Administration
NRC	-----	National Response Center
NREPC:	-----	Natural Resources and Environmental Protection Cabinet
OSHA	-----	Occupational Safety and Health Administration
PHMSA	-----	Pipeline and Hazardous Materials Safety Administration
RMP:	-----	Risk Management Plan
RP:	-----	Response Point
RQ	-----	Reportable Quantity
SARA	-----	Superfund Amendments and Reauthorization Act
SCBA	-----	Self-Contained Breathing Apparatus
SDS	-----	Safety Data Sheets (formerly MSDS)
SERC	-----	State Emergency Response Commission - Known in KY as KEREC
SIC	-----	Standard Industrial Classification
SIP	-----	Shelter-In-Place
TAB Q-7:	-----	Former name for an EHS Facility Emergency Response Plan in KY
Tier2	-----	Tier2 Report
TPQ	-----	Threshold Planning Quantity
TRI	-----	Toxic Release Inventory
UN ID#:	-----	United Nations Identification Number
USC:	-----	United States Code
USCG:	-----	United States Coast Guard
USEPA:	-----	United States Environmental Protection Agency
UST	-----	Underground Storage Tanks
VZ:	-----	Vulnerable Zone

NAME	NAMEINDEX	CAS Sort Value	CAS/313 Category Codes	Section 302 (EHS) TPQ	Section 304 EHS RQ	CERCLA RQ	Section 313	RCRA CODE	CAA 112(r) TQ
Acetic acid ethenyl ester	ACETICACIDETHENYLESTER	108054	108-05-4	1,000	5,000	5,000	X		15,000
Acetone cyanohydrin	ACETONE CYANOHYDRIN	75865	75-86-5	1,000	10	10	X	P069	
Acetone thiosemicarbazide	ACETONE THIOSEMICARBAZIDE	1752303	1752-30-3	1,000/10,000	1,000				
Acrolein	ACROLEIN	107028	107-02-8	500	1	1	313	P003	5,000
Acrylamide	ACRYLAMIDE	79061	79-06-1	1,000/10,000	5,000	5,000	313	U007	
Acrylonitrile	ACRYLONITRILE	107131	107-13-1	10,000	100	100	313	U009	20,000
Acrylyl chloride	ACRYLYL CHLORIDE	814686	814-68-6	100	100				5,000
Adiponitrile	ADIPONITRILE	111693	111-69-3	1,000	1,000				
Aldicarb	ALDICARB	116063	116-06-3	100/10,000	1	1	313	P070	
Aldrin	ALDRIN	309002	309-00-2	500/10,000	1	1	313	P004	
Allyl alcohol	ALLYLALCOHOL	107186	107-18-6	1,000	100	100	313	P005	15,000
Allylamine	ALLYLAMINE	107119	107-11-9	500	500		313		10,000
Aluminum phosphide	ALUMINUMPHOSPHIDE	20859738	20859-73-8	500	100	100	313	P006	
5-(Aminomethyl)-3-isoxazolol	AMINOMETHYLISOXAZOLOL	2763964	2763-96-4	500/10,000	1,000	1,000		P007	
Aminopterin	AMINOPTERIN	54626	54-62-6	500/10,000	500				
4-Aminopyridine	AMINOPYRIDINE	504245	504-24-5	500/10,000	1,000	1,000		P008	
Amiton	AMITON	78535	78-53-5	500	500				
Amiton oxalate	AMITON OXALATE	3734972	3734-97-2	100/10,000	100				
Ammonia	AMMONIA	7664417	7664-41-7	500	100	100	313		
Ammonia (anhydrous)	AMMONIA	7664417	7664-41-7	500	100	100	X		10,000
Amphetamine	AMPHETAMINE	300629	300-62-9	1,000	1,000				
Aniline	ANILINE	62533	62-53-3	1,000	5,000	5,000	313	U012	
Aniline, 2,4,6-trimethyl-	ANILINE, 2,4,6-TRIMETHYL-	88051	88-05-1	500	500				
Antimony pentafluoride	ANTIMONYPENTAFLUORIDE	7783702	7783-70-2	500	500		313c		
Antimycin A	ANTIMYICIN A	1397940	1397-94-0	1,000/10,000	1,000				
ANTU	ANTU	86884	86-88-4	500/10,000	100	100		P072	
Arsenic pentoxide	ARSENIC PENTOXIDE	1303282	1303-28-2	100/10,000	1	1	313c	P011	
Arsenic trioxide	ARSENIC TRIOXIDE	1327533	1327-53-3	100/10,000	1	1	313c	P012	
Arsenous oxide	ARSENOUS OXIDE	1327533	1327-53-3	100/10,000	1	1	313c	P012	
Arsenous trichloride	ARSENOUS TRICHLORIDE	7784341	7784-34-1	500	1	1	313c		15,000
Arsine	ARSINE	7784421	7784-42-1	100	100				1,000
Azinphos-ethyl	AZINPHOS-ETHYL	2642719	2642-71-9	100/10,000	100				
Azinphos-methyl	AZINPHOS-METHYL	86500	86-50-0	10/10,000	1	1			
Aziridine	AZIRIDINE	151564	151-56-4	500	1	1	X	P054	10,000
Aziridine, 2-methyl	AZIRIDINE, 2-METHYL	75558	75-55-8	10,000	1	1	X	P067	10,000
Benzal chloride	BENZALCHLORIDE	98873	98-87-3	500	5,000	5,000	313	U017	
Benzenamine, 3-(trifluoromethyl)-	BENZENAMINE, 3-(TRIFLUORO	98168	98-16-8	500	500				

NAME	NAMEINDEX	CAS Sort Value	CAS/313 Category Codes	Section 302 (EHS) TPQ	Section 304 EHS RQ	CERCLA RQ	Section 313	RCRA CODE	CAA 112(r) TQ
Benzene arsonic acid	BENZENE ARSONIC ACID	98055	98-05-5	10/10,000	10				
Benzene, 1-(chloromethyl)-4-nitro-	BENZENE CHLOROMETHYL)-4-NITRO-	100141	100-14-1	500/10,000	500				
Benzene, 2,4-diisocyanato-1-methyl-	BENZENE DIISOCYANATO METHYL-	584849	584-84-9	500	100	100	X		10,000
Benzene, 1,3-diisocyanato-2-methyl-	BENZENE DIISOCYANATO METHYL-	91087	91-08-7	100	100	100	X		10,000
Benzenethiol	BENZENE THIOL	108985	108-98-5	500	100	100		P014	
Benzimidazole, 4,5-dichloro-2-(trifluoromethyl)-	BENZIMIDAZOLE, 4,5-DICHLORO-2-(TRIFLUOROMETHYL)-	3615212	3615-21-2	500/10,000	500				
Benzoic trichloride	BENZOIC TRICHLORIDE	98077	98-07-7	100	10	10	313	U023	
Benzotrichloride	BENZOTRICHLORIDE	98077	98-07-7	100	10	10	X	U023	
Benzyl chloride	BENZYL CHLORIDE	100447	100-44-7	500	100	100	313	P028	
Benzyl cyanide	BENZYL CYANIDE	140294	140-29-4	500	500				
Bicyclo[2.2.1]heptane-2-carbonitrile	BICYCLO[2.2.1]HEPTANE-2-CARBONITRILE	15271417	15271-41-7	500/10,000	500				
2,2'-Bioxirane	BIOXIRANE	1464535	1464-53-5	500	10	10	X	U085	
Bis(2-chloroethyl) ether	BIS(2-CHLOROETHYL) ETHER	111444	111-44-4	10,000	10	10	313	U025	
Bis(chloromethyl) ether	BIS(CHLOROMETHYL) ETHER	542881	542-88-1	100	10	10	313	P016	1,000
Bis(chloromethyl) ketone	BIS(CHLOROMETHYL) KETONE	534076	534-07-6	10/10,000	10				
Bitoscanate	BITOSCANATE	4044659	4044-65-9	500/10,000	500				
Borane, trichloro-	BORANE TRICHLORO-	10294345	10294-34-5	500	500		X		5,000
Borane, trifluoro-	BORANE TRIFLUORO-	7637072	7637-07-2	500	500		X		5,000
Boron trichloride	BORON TRICHLORIDE	10294345	10294-34-5	500	500		313		5,000
Boron trifluoride	BORON TRIFLUORIDE	7637072	7637-07-2	500	500		313		5,000
Boron trifluoride compound with methylamine	BORON TRIFLUORIDE COMPOUND WITH METHYLAMINE	353424	353-42-4	1,000	1,000				15,000
Boron, trifluoro[oxybis(methane)]-,	BORON TRIFLUORO[OXYBIS(METHANE)]-	353424	353-42-4	1,000	1,000				15,000
Bromadiolone	BROMADIOLONE	28772567	28772-56-7	100/10,000	100				
Bromine	BROMINE	7726956	7726-95-6	500	500		313		10,000
Bromomethane	BROMOMETHANE	74839	74-83-9	1,000	1,000	1,000	313	U029	
2-Butenal	BUTENAL	4170303	4170-30-3	1,000	100	100	X	U053	20,000
2-Butenal, (e)-	BUTENAL, (E)-	123739	123-73-9	1,000	100	100		U053	20,000
Cadmium oxide	CADMIUM OXIDE	1306190	1306-19-0	100/10,000	100		313c		
Cadmium stearate	CADMIUM STEARATE	2223930	2223-93-0	1,000/10,000	1,000		313c		
Calcium arsenate	CALCIUM ARSENATE	7778441	7778-44-1	500/10,000	1	1	313c		
Camphechlor	CAMPHECHLOR	8001352	8001-35-2	500/10,000	1	1	X	P123	
Camphene, octachloro-	CAMPHENE, OCTACHLORO-	8001352	8001-35-2	500/10,000	1	1	X	P123	
Cantharidin	CANTHARIDIN	56257	56-25-7	100/10,000	100				
Carbachol chloride	CARBACHOL CHLORIDE	51832	51-83-2	500/10,000	500				
Carbamic acid, methyl-, O-(((2,4-dichlorophenyl)amino)imino)-	CARBAMIC ACID METHYL-, O-(((2,4-DICHLOROPHENYL)AMINO)IMINO)-	26419738	26419-73-8	100/10,000	100	100		P185	
Carbofuran	CARBOFURAN	1563662	1563-66-2	10/10,000	10	10	313	P127	
Carbon disulfide	CARBON DISULFIDE	75150	75-15-0	10,000	100	100	313	P022	20,000

NAME	NAMEINDEX	CAS Sort Value	CAS/313 Category Codes	Section 302 (EHS) TPQ	Section 304 EHS RQ	CERCLA RQ	Section 313	RCRA CODE	CAA 112(r) TQ
Carbonic dichloride	CARBONICDICHLORIDE	75445	75-44-5	10	10	10	X	P095	500
Carbonochloridic acid, methylester	CARBONOCHLORIDICACIDME	79221	79-22-1	500	1,000	1,000	X	U156	5,000
Carbonochloridic acid, 1-methyleth	CARBONOCHLORIDICACIDME	108236	108-23-6	1,000	1,000				15,000
Carbonochloridic acid, propylester	CARBONOCHLORIDICACIDPRC	109615	109-61-5	500	500				15,000
Carbophenothion	CARBOPHENOTHION	786196	786-19-6	500	500				
Chlordane	CHLORDANE	57749	57-74-9	1,000	1	1	313	U036	
Chlorfenvinfos	CHLORFENVINFOS	470906	470-90-6	500	500				
Chlorine	CHLORINE	7782505	7782-50-5	100	10	10	313		2,500
Chlormephos	CHLORMEPHOS	24934916	24934-91-6	500	500				
Chlormequat chloride	CHLORMEQUAT CHLORIDE	999815	999-81-5	100/10,000	100				
Chloroacetic acid	CHLOROACETICACID	79118	79-11-8	100/10,000	100	100	313		
2-Chloro-N-(2-chloroethyl)-N-meth	CHLOROCHLOROETHYL)-N-ME	51752	51-75-2	10	10		X		
Chloroethanol	CHLOROETHANOL	107073	107-07-3	500	500				
Chloroethyl chloroformate	CHLOROETHYLCHLOROFORM	627112	627-11-2	1,000	1,000				
Chloroform	CHLOROFORM	67663	67-66-3	10,000	10	10	313	U044	20,000
Chloromethyl ether	CHLOROMETHYLETHER	542881	542-88-1	100	10	10	X	P016	1,000
Chloromethyl methyl ether	CHLOROMETHYLMETHYLETHER	107302	107-30-2	100	10	10	313	U046	5,000
Chlorophacinone	CHLOROPHACINONE	3691358	3691-35-8	100/10,000	100				
3-Chloropropionitrile	CHLOROPROPIONITRILE	542767	542-76-7	1,000	1,000	1,000	313	P027	
Chloroxuron	CHLOROXYURON	1982474	1982-47-4	500/10,000	500				
Chlorthiophos	CHLORTHIOPHOS	21923239	21923-23-9	500	500				
Chromic chloride	CHROMIC CHLORIDE	10025737	10025-73-7	1/10,000	1		313c		
Cobalt carbonyl	COBALT CARBONYL	10210681	10210-68-1	10/10,000	10		313c		
Cobalt, ((2,2'-(1,2-ethanediy)bis(nit	COBALT, ((2,2'-(1,2-ETHANEDIY	62207765	62207-76-5	100/10,000	100		313c		
Colchicine	COLCHICINE	64868	64-86-8	10/10,000	10				
Coumaphos	COUMAPHOS	56724	56-72-4	100/10,000	10	10			
Coumatetralyl	COUMATETRALYL	5836293	5836-29-3	500/10,000	500				
o-Cresol	CRESOLB	95487	95-48-7	1,000/10,000	100	100	313	U052	
Crimidine	CRIMIDINE	535897	535-89-7	100/10,000	100				
Crotonaldehyde	CROTONALDEHYDE	4170303	4170-30-3	1,000	100	100	313	U053	20,000
Crotonaldehyde, (E)-	CROTONALDEHYDE, (E)-	123739	123-73-9	1,000	100	100		U053	20,000
Cupric acetoarsenite	CUPRIC ACETOARSENITE	12002038	12002-03-8	500/10,000	1	1	313c		
Cyanogen bromide	CYANOGENBROMIDE	506683	506-68-3	500/10,000	1,000	1,000	313c	U246	
Cyanogen iodide	CYANOGENIODIDE	506785	506-78-5	1,000/10,000	1,000		313c		
Cyanophos	CYANOPHOS	2636262	2636-26-2	1,000	1,000				
Cyanuric fluoride	CYANURICFLUORIDE	675149	675-14-9	100	100		313c		

NAME	NAMEINDEX	CAS Sort Value	CAS/313 Category Codes	Section 302 (EHS) TPQ	Section 304 EHS RQ	CERCLA RQ	Section 313	RCRA CODE	CAA 112(r) TQ
Cyclohexanamine	CYCLOHEXANAMINE	108918	108-91-8	10,000	10,000				15,000
Cyclohexane, 1,2,3,4,5,6-hexachloro-	CYCLOHEXANEHEXACHLORO-	58899	58-89-9	1,000/10,000	1	1	X	U129	
Cycloheximide	CYCLOHEXIMIDE	66819	66-81-9	100/10,000	100				
Cyclohexylamine	CYCLOHEXYLAMINE	108918	108-91-8	10,000	10,000				15,000
Decaborane(14)	DECABORANE(14)	17702419	17702-41-9	500/10,000	500				
Demeton	DEMETON	8065483	8065-48-3	500	500				
Demeton-S-methyl	DEMETON-S-METHYL	919868	919-86-8	500	500				
Dialifor	DIALIFOR	10311849	10311-84-9	100/10,000	100				
Diborane	DIBORANE	19287457	19287-45-7	100	100				2,500
Diborane(6)	DIBORANE(6)	19287457	19287-45-7	100	100				2,500
trans-1,4-Dichloro-2-butene	DICHLOROBUTENE	110576	110-57-6	500	500		313		
trans-1,4-Dichlorobutene	DICHLOROBUTENE	110576	110-57-6	500	500		X		
Dichloroethyl ether	DICHLOROETHYLEETHER	111444	111-44-4	10,000	10	10	X	U025	
Dichloromethyl ether	DICHLOROMETHYLEETHER	542881	542-88-1	100	10	10	X	P016	1,000
Dichloromethylphenylsilane	DICHLOROMETHYLPHENYLSIL	149746	149-74-6	1,000	1,000				
Dichlorophenylarsine	DICHLOROPHENYLARSINE	696286	696-28-6	500	1	1		P036	
Dichlorvos	DICHLORVOS	62737	62-73-7	1,000	10	10	313		
Dicrotophos	DICROTOPHOS	141662	141-66-2	100	100				
Diepoxybutane	DIEPOXYBUTANE	1464535	1464-53-5	500	10	10	313	U085	
Diethyl chlorophosphate	DIETHYLCHLOROPHOSPHATE	814493	814-49-3	500	500				
O,O-Diethyl O-pyrazinyl phosphorodithioate	DIETHYLPYRAZINYL PHOSPHO	297972	297-97-2	500	100	100		P040	
Digitoxin	DIGITOXIN	71636	71-63-6	100/10,000	100				
Diglycidyl ether	DIGLYCIDYL ETHER	2238075	2238-07-5	1,000	1,000				
Digoxin	DIGOXIN	20830755	20830-75-5	10/10,000	10				
Diisopropylfluorophosphate	DIISOPROPYLFLUOROPHOSPH	55914	55-91-4	100	100	100		P043	
Dimefox	DIMEFOX	115264	115-26-4	500	500				
1,4:5,8-Dimethanonaphthalene, 1,2,3,4,5,8-hexachloro-	DIMETHANONAPHTHALENEHE	309002	309-00-2	500/10,000	1	1	X	P004	
Dimethoate	DIMETHOATE	60515	60-51-5	500/10,000	10	10	313	P044	
Dimethyl chlorothiophosphate	DIMETHYLCHLOROTHIOPHOS	2524030	2524-03-0	500	500		313		
Dimethyldichlorosilane	DIMETHYLDICHLOROSILANE	75785	75-78-5	500	500				5,000
1,1-Dimethyl hydrazine	DIMETHYLHYDRAZI	57147	57-14-7	1,000	10	10	313	U098	15,000
Dimethylhydrazine	DIMETHYLHYDRAZINE	57147	57-14-7	1,000	10	10	X	U098	15,000
Dimethyl-p-phenylenediamine	DIMETHYLPHENYLENEDIAMIN	99989	99-98-9	10/10,000	10				
Dimethyl phosphorochloridothioate	DIMETHYLPHOSPHOROCHLOF	2524030	2524-03-0	500	500		X		
Dimethyl sulfate	DIMETHYLSULFATE	77781	77-78-1	500	100	100	313	U103	
Dimetilan	DIMETILAN	644644	644-64-4	500/10,000	1	1		P191	

NAME	NAMEINDEX	CAS Sort Value	CAS/313 Category Codes	Section 302 (EHS) TPQ	Section 304 EHS RQ	CERCLA RQ	Section 313	RCRA CODE	CAA 112(r) TQ
Dinitrobutyl phenol	DINITROBUTYL PHENOL	88857	88-85-7	100/10,000	1,000	1,000	313	P020	
4,6-Dinitro-o-cresol	DINITROCRESOL	534521	534-52-1	10/10,000	10	10	313	P047	
Dinitrocresol	DINITROCRESOL	534521	534-52-1	10/10,000	10	10	X	P047	
Dinoseb	DINOSEB	88857	88-85-7	100/10,000	1,000	1,000	X	P020	
Dinoterb	DINOTERB	1420071	1420-07-1	500/10,000	500				
Dioxathion	DIOXATHION	78342	78-34-2	500	500				
Diphacinone	DIPHACINONE	82666	82-66-6	10/10,000	10				
Diphosphoramidate, octamethyl-	DIPHOSPHORAMIDE, OCTAME	152169	152-16-9	100	100	100		P085	
Disulfoton	DISULFOTON	298044	298-04-4	500	1	1		P039	
Dithiazanine iodide	DITHIAZANINE IODIDE	514738	514-73-8	500/10,000	500				
Dithiobiuret	DITHIOBIURET	541537	541-53-7	100/10,000	100	100	X	P049	
2,4-Dithiobiuret	DITHIOBIURET-2,4	541537	541-53-7	100/10,000	100	100	313	P049	
Emetine, dihydrochloride	EMETINE, DIHYDROCHLORIDE	316427	316-42-7	1/10,000	1				
Endosulfan	ENDOSULFAN	115297	115-29-7	10/10,000	1	1		P050	
Endothion	ENDOTHION	2778043	2778-04-3	500/10,000	500				
Endrin	ENDRIN	72208	72-20-8	500/10,000	1	1		P051	
Epichlorohydrin	EPICHLOROHYDRIN	106898	106-89-8	1,000	100	100	313	U041	20,000
EPN	EPN	2104645	2104-64-5	100/10,000	100				
Ergocalciferol	ERGOALCIFEROL	50146	50-14-6	1,000/10,000	1,000				
Ergotamine tartrate	ERGOTAMINE TARTRATE	379793	379-79-3	500/10,000	500				
1,2-Ethanediamine	ETHANEDIAMINE	107153	107-15-3	10,000	5,000	5,000			20,000
Ethaneperoxoic acid	ETHANEPEROXOICACID	79210	79-21-0	500	500		X		10,000
Ethanesulfonyl chloride, 2-chloro-	ETHANESULFONYL CHLORIDE	1622328	1622-32-8	500	500				
Ethane, 1,1'-thiobis[2-chloro-	ETHANETHIOBISCHLORO-	505602	505-60-2	500	500		X		
Ethanimidothioic acid, N-[[methylar	ETHANIMIDOTHIOICACIDMETH	16752775	16752-77-5	500/10,000	100	100		P066	
Ethanol, 1,2-dichloro-, acetate	ETHANOLDICHLOROACETATE	10140871	10140-87-1	1,000	1,000				
Ethion	ETHION	563122	563-12-2	1,000	10	10			
Ethoprop	ETHOPROP	13194484	13194-48-4	1,000	1,000		313		
Ethoprophos	ETHOPROPHOS	13194484	13194-48-4	1,000	1,000		X		
Ethylbis(2-chloroethyl)amine	ETHYLBISCHLOROETHYL)AMIN	538078	538-07-8	500	500				
Ethyl cyanide	ETHYLCYANIDE	107120	107-12-0	500	10	10		P101	10,000
Ethylenediamine	ETHYLENEDIAMINE	107153	107-15-3	10,000	5,000	5,000			20,000
Ethylene fluorohydrin	ETHYLENEFLUOROXYDRIN	371620	371-62-0	10	10				
Ethyleneimine	ETHYLENEIMINE	151564	151-56-4	500	1	1	313	P054	10,000
Ethylene oxide	ETHYLENEOXIDE	75218	75-21-8	1,000	10	10	313	U115	10,000
Ethylthiocyanate	ETHYLTHIOCYANATE	542905	542-90-5	10,000	10,000				
Fenamiphos	FENAMIPHOS	22224926	22224-92-6	10/10,000	10				

NAME	NAMEINDEX	CAS Sort Value	CAS/313 Category Codes	Section 302 (EHS) TPQ	Section 304 EHS RQ	CERCLA RQ	Section 313	RCRA CODE	CAA 112(r) TQ
Fensulfothion	FENSULFOTHION	115902	115-90-2	500	500				
Flueneetil	FLUENETIL	4301502	4301-50-2	100/10,000	100				
Fluorine	FLUORINE	7782414	7782-41-4	500	10	10	313	P056	1,000
Fluoroacetamide	FLUROACETAMIDE	640197	640-19-7	100/10,000	100	100		P057	
Fluoroacetic acid	FLUROACETIC ACID	144490	144-49-0	10/10,000	10				
Fluoroacetic acid, sodium salt	FLUROACETIC ACID, SODIUM	62748	62-74-8	10/10,000	10	10	X	P058	
Fluoroacetyl chloride	FLUROACETYL CHLORIDE	359068	359-06-8	10	10				
Fluorouracil	FLUROURACIL	51218	51-21-8	500/10,000	500		313		
5-Fluorouracil	FLUROURACIL,5-	51218	51-21-8	500/10,000	500		X		
Fonofos	FONOFOS	944229	944-22-9	500	500				
Formaldehyde	FORMALDEHYDE	50000	50-00-0	500	100	100	313	U122	15,000
Formaldehyde cyanohydrin	FORMALDEHYDECYANOHYDR	107164	107-16-4	1,000	1,000				
Formaldehyde (solution)	FORMALDEHYDESOLUTION)	50000	50-00-0	500	100	100	X	U122	15,000
Formetanate hydrochloride	FORMETANATEHYDROCHLOR	23422539	23422-53-9	500/10,000	100	100		P198	
Formothion	FORMOTHION	2540821	2540-82-1	100	100				
Formparanate	FORMPARANATE	17702577	17702-57-7	100/10,000	100	100		P197	
Fosthietan	FOSTHIETAN	21548323	21548-32-3	500	500				
Fuberidazole	FUBERIDAZOLE	3878191	3878-19-1	100/10,000	100				
Furan	FURAN	110009	110-00-9	500	100	100	313	U124	5,000
Gallium trichloride	GALLIUM TRICHLORIDE	13450903	13450-90-3	500/10,000	500				
Guthion	GUTHION	86500	86-50-0	10/10,000	1	1			
Hexachlorocyclohexane (gamma is	HEXACHLOROCYCLOHEXANE)	58899	58-89-9	1,000/10,000	1	1	X	U129	
Hexachlorocyclopentadiene	HEXACHLOROCYCLOPENTADI	77474	77-47-4	100	10	10	313	U130	
Hexamethylenediamine, N,N'-dibut	HEXAMETHYLENEDIAMINE, N,	4835114	4835-11-4	500	500				
Hydrazine	HYDRAZINE	302012	302-01-2	1,000	1	1	313	U133	15,000
Hydrazine, 1,1-dimethyl-	HYDRAZINEDIMETHYL-	57147	57-14-7	1,000	10	10	X	U098	15,000
Hydrazine, methyl-	HYDRAZINEMETHYL-	60344	60-34-4	500	10	10	X	P068	15,000
Hydrocyanic acid	HYDROCYANICACID	74908	74-90-8	100	10	10	X	P063	2,500
Hydrofluoric acid	HYDROFLUORICACID	7664393	7664-39-3	100	100	100	X	U134	
Hydrofluoric acid (conc. 50% or gre	HYDROFLUORICACID (CONC.>	7664393	7664-39-3	100	100	100	X	U134	1,000
Hydrogen chloride (anhydrous)	HYDROGENCHLORIDE	7647010	7647-01-0	500	5,000	5,000	X		5,000
Hydrogen chloride (gas only)	HYDROGENCHLORIDE (Gas Or	7647010	7647-01-0	500	5,000	5,000	X		5,000
Hydrogen cyanide	HYDROGENCYANIDE	74908	74-90-8	100	10	10	313	P063	2,500
Hydrogen fluoride	HYDROGENFLUORIDE	7664393	7664-39-3	100	100	100	313	U134	
Hydrogen fluoride (anhydrous)	HYDROGENFLUORIDE(ANHYD	7664393	7664-39-3	100	100	100	X	U134	1,000
Hydrogen peroxide (Conc.> 52%)	HYDROGENPEROXIDE (Conc.>	7722841	7722-84-1	1,000	1,000				

NAME	NAMEINDEX	CAS Sort Value	CAS/313 Category Codes	Section 302 (EHS) TPQ	Section 304 EHS RQ	CERCLA RQ	Section 313	RCRA CODE	CAA 112(r) TQ
Hydrogen selenide	HYDROGENSELENIDE	7783075	7783-35-9	10	10		313c		500
Hydrogen sulfide	HYDROGENSULFIDE	7783064	7783-07-5	500	100	100	313	U135	10,000
Hydroquinone	HYDROQUINONE	123319	123-31-9	500/10,000	100	100	313		
Iron carbonyl (Fe(CO)5), (TB-5-11)	IRONCARBONYL (FE(CO)5), (TE	13463406	13463-40-6	100	100		X		2,500
Iron, pentacarbonyl-	IRONPENTACARBONYL-	13463406	13463-40-6	100	100		313		2,500
Isobenzan	ISOBENZAN	297789	297-78-9	100/10,000	100				
Isobutyronitrile	ISOBUTYRONITRILE	78820	78-82-0	1,000	1,000				20,000
Isocyanic acid, 3,4-dichlorophenyl	ISOCYANIC ACID, 3,4-DICHLOR	102363	102-36-3	500/10,000	500				
Isodrin	ISODRIN	465736	465-73-6	100/10,000	1	1	313	P060	
Isofluorphate	ISOFLUORPHATE	55914	55-91-4	100	100	100		P043	
Isophorone diisocyanate	ISOPHORONE DIISOCYANATE	4098719	4098-71-9	500	500		313#		
Isopropyl chloroformate	ISOPROPYLCHLOROFORMATE	108236	108-23-6	1,000	1,000				15,000
Isopropylmethylpyrazolyl dimethyl	ISOPROPYLMETHYLPYRAZOL	119380	119-38-0	500	100	100		P192	
Isothiocyanatomethane	ISOTHIOCYANATOMETHANE	556616	556-61-6	500	500		X		
Lactonitrile	LACTONITRILE	78977	78-97-7	1,000	1,000				
Leptophos	LEPTOPHOS	21609905	21609-90-5	500/10,000	500				
Lewisite	LEWISITE	541253	541-25-3	10	10				
Lindane	LINDANE	58899	58-89-9	1,000/10,000	1	1	313	U129	
Lithium hydride	LITHIUMHYDRIDE	7580678	7580-67-8	100	100				
Malononitrile	MALONONITRILE	109773	109-77-3	500/10,000	1,000	1,000	313	U149	
Manganese, tricarbonyl methylcycl	MANGANESETRICARBONYL M	12108133	12108-13-3	100	100		313c		
Mechlorethamine	MECHLORETHAMINE	51752	51-75-2	10	10		X		
Mephosfolan	MEPHOSFOLAN	950107	950-10-7	500	500				
Mercaptodimethur	MERCAPTODIMETHUR	2032657	2032-65-7	500/10,000	10	10	X	P199	
Mercuric acetate	MERCURICACETATE	1600277	1600-27-7	500/10,000	500		313c		
Mercuric chloride	MERCURICCHLORIDE	7487947	7487-94-7	500/10,000	500		313c		
Mercuric oxide	MERCURICOXIDE	21908532	21908-53-2	500/10,000	500		313c		
Methacrolein diacetate	METHACROLEIN DIACETATE	10476956	10476-95-6	1,000	1,000				
Methacrylic anhydride	METHACRYLIC ANHYDRIDE	760930	760-93-0	500	500				
Methacrylonitrile	METHACRYLONITRILE	126987	126-98-7	500	1,000	1,000	313	U152	10,000
Methacryloyl chloride	METHACRYLOYL CHLORIDE	920467	920-46-7	100	100				
Methacryloyloxyethyl isocyanate	METHACRYLOYLOXYETHYL IS	30674807	30674-80-7	100	100				
Methamidophos	METHAMIDOPHOS	10265926	10265-92-6	100/10,000	100				
Methanamine, N-methyl-N-nitroso-	METHANAMINEMETHYLNITRO	62759	62-75-9	1,000	10	10	X	P082	
Methane, chloromethoxy-	METHANECHLOROMETHOXY-	107302	107-30-2	100	10	10	X	U046	5,000

NAME	NAMEINDEX	CAS Sort Value	CAS/313 Category Codes	Section 302 (EHS) TPQ	Section 304 EHS RQ	CERCLA RQ	Section 313	RCRA CODE	CAA 112(r) TQ
Methane, isocyanato-	METHANEISOCYANATO-	624839	624-83-9	500	10	10	X	P064	10,000
Methane, oxybis[chloro-	METHANEOXYBIS[CHLORO-	542881	542-88-1	100	10	10	X	P016	1,000
Methanesulfonyl chloride, trichloro-	METHANESULFENYLCHLORID	594423	594-42-3	500	100	100	X		10,000
Methanesulfonyl fluoride	METHANESULFONYL FLUORID	558258	558-25-8	1,000	1,000				
Methane, tetranitro-	METHANETETRANITRO-	509148	509-14-8	500	10	10		P112	10,000
Methanethiol	METHANETHIOL	74931	74-93-1	500	100	100	X	U153	10,000
Methane, trichloro-	METHANETRICHLORO-	67663	67-66-3	10,000	10	10	X	U044	20,000
4,7-Methanoindan, 1,2,3,4,5,6,7,8,	METHANOINDANOCTACHLORO	57749	57-74-9	1,000	1	1	X	U036	
Methidathion	METHIDATHION	950378	950-37-8	500/10,000	500				
Methiocarb	METHIOCARB	2032657	2032-65-7	500/10,000	10	10	313	P199	
Methomyl	METHOMYL	16752775	16752-77-5	500/10,000	100	100		P066	
Methoxyethylmercuric acetate	METHOXYETHYLMERCURIC AC	151382	151-38-2	500/10,000	500		313c		
Methyl bromide	METHYLBROMIDE	74839	74-83-9	1,000	1,000	1,000	X	U029	
Methyl 2-chloroacrylate	METHYLCHLOROACRYLATE	80637	80-63-7	500	500				
Methyl chlorocarbonate	METHYLCHLOROCARBONATE	79221	79-22-1	500	1,000	1,000	313	U156	5,000
Methyl chloroformate	METHYLCHLOROFORMATE	79221	79-22-1	500	1,000	1,000	X	U156	5,000
Methyl hydrazine	METHYLHYDRAZINE	60344	60-34-4	500	10	10	313	P068	15,000
Methyl isocyanate	METHYLISOCYANATE	624839	624-83-9	500	10	10	313	P064	10,000
Methyl isothiocyanate	METHYLISOTHIOCYANATE	556616	556-61-6	500	500		313		
2-Methylactonitrile	METHYLLACTONITRILE	75865	75-86-5	1,000	10	10	313	P069	
Methyl mercaptan	METHYLMERCAPTAN	74931	74-93-1	500	100	100	313s	U153	10,000
Methylmercuric dicyanamide	METHYLMERCURIC DICYANAM	502396	502-39-6	500/10,000	500		313c		
Methyl parathion	METHYLPARATHION	298000	298-00-0	100/10,000	100	100	313	P071	
Methyl phenkapton	METHYLPHENKAPTON	3735237	3735-23-7	500	500				
Methyl phosphonic dichloride	METHYLPHOSPHONIC DICHLO	676971	676-97-1	100	100				
Methyl thiocyanate	METHYLTHIOCYANATE	556649	556-64-9	10,000	10,000				20,000
Methyltrichlorosilane	METHYLTRICHLOROSILANE	75796	75-79-6	500	500				5,000
Methyl vinyl ketone	METHYLVINYL KETONE	78944	78-94-4	10	10				
Metolcarb	METOLCARB	1129415	1129-41-5	100/10,000	1,000	1,000		P190	
Mevinphos	MEVINPHOS	7786347	7786-34-7	500	10	10	313		
Mexacarbate	MEXACARBATE	315184	315-18-4	500/10,000	1,000	1,000		P128	
Mitomycin C	MITOMYCIN C	50077	50-07-7	500/10,000	10	10		U010	
Monocrotophos	MONOCROTOPHOS	6923224	6923-22-4	10/10,000	10				
Muscimol	MUSCIMOL	2763964	2763-96-4	500/10,000	1,000	1,000		P007	
Mustard gas	MUSTARDGAS	505602	505-60-2	500	500		313		
Nickel carbonyl	NICKELCARBONYL	13463393	13463-39-3	1	10	10	313c	P073	1,000

NAME	NAMEINDEX	CAS Sort Value	CAS/313 Category Codes	Section 302 (EHS) TPQ	Section 304 EHS RQ	CERCLA RQ	Section 313	RCRA CODE	CAA 112(r) TQ
Nicotine	NICOTINE	54115	54-11-5	100	100	100	313c	P075	
Nicotine sulfate	NICOTINE SULFATE	65305	65-30-5	100/10,000	100	100	313c		
Nitric acid	NITRICACID	7697372	7697-37-2	1,000	1,000	1,000	313		
Nitric acid (conc 80% or greater)	NITRICACID	7697372	7697-37-2	1,000	1,000	1,000	X		15,000
Nitric oxide	NITRICOXIDE	10102439	10102-43-9	100	10	10 @		P076	10,000
Nitrobenzene	NITROBENZENE	98953	98-95-3	10,000	1,000	1,000	313	U169	
Nitrocyclohexane	NITROCYCLOHEXANE	1122607	1122-60-7	500	500				
Nitrogen dioxide	NITROGEN DIOXIDE	10102440	10102-44-0	100	10	10 @		P078	
Nitrogen mustard	NITROGENMUSTARD	51752	51-75-2	10	10		313		
Nitrogen oxide (NO)	NITROGENOXIDE (NO)	10102439	10102-43-9	100	10	10 @		P076	10,000
N-Nitrosodimethylamine	NITROSODIMETHYLAMI	62759	62-75-9	1,000	10	10	313	P082	
Nitrosodimethylamine	NITROSODIMETHYLAMINE	62759	62-75-9	1,000	10	10	X	P082	
Norbormide	NORBORMIDE	991424	991-42-4	100/10,000	100				
Organorhodium Complex (PMN-82	ORGANORHODIUM COMPLEX	2	0	10/10,000	10	PMN			
Ouabain	OUABAIN	630604	630-60-4	100/10,000	100				
Oxamyl	OXAMYL	23135220	23135-22-0	100/10,000	100	100		P194	
Oxetane, 3,3-bis(chloromethyl)-	OXETANE, 3,3-BIS(CHLOROME	78717	78-71-7	500	500				
Oxirane	OXIRANE	75218	75-21-8	1,000	10	10	X	U115	10,000
Oxirane, (chloromethyl)-	OXIRANECHLOROMETHYL)-	106898	106-89-8	1,000	100	100	X	U041	20,000
Oxirane, methyl-	OXIRANEMETHYL-	75569	75-56-9	10,000	100	100	X		10,000
Oxydisulfoton	OXYDISULFOTON	2497076	2497-07-6	500	500				
Ozone	OZONE	10028156	10028-15-6	100	100		313		
Paraquat dichloride	PARAQUATDICHLORIDE	1910425	1910-42-5	10/10,000	10		313		
Paraquat methosulfate	PARAQUATMETHOSULFATE	2074502	2074-50-2	10/10,000	10				
Parathion	PARATHION	56382	56-38-2	100	10	10	313	P089	
Parathion-methyl	PARATHION-METHYL	298000	298-00-0	100/10,000	100	100	X	P071	
Paris green	PARIS GREEN	12002038	12002-03-8	500/10,000	1	1			
Pentaborane	PENTABORANE	19624227	19624-22-7	500	500				
Pentadecylamine	PENTADECYLAMINE	2570265	2570-26-5	100/10,000	100				
Peracetic acid	PERACETICACID	79210	79-21-0	500	500		313		10,000
Perchloromethyl mercaptan	PERCHLOROMETHYLMERCAP	594423	594-42-3	500	100	100	313		10,000
Phenol	PHENOL	108952	108-95-2	500/10,000	1,000	1,000	313	U188	
Phenol, 3-(1-methylethyl)-, methyl	PHENOLMETHYLETHYL)-, MET	64006	64-00-6	500/10,000	10	10		P202	
Phenol, 2,2'-thiobis[4-chloro-6-met	PHENOLTHIOBIS[4-CHLORO-6-	4418660	4418-66-0	100/10,000	100				
Phenoxarsine, 10,10'-oxydi-	PHENOXARSINE, 10,10'-OXYDI	58366	58-36-6	500/10,000	500				
Phenyl dichloroarsine	PHENYLDICHLOROARSINE	696286	696-28-6	500	1	1		P036	

NAME	NAMEINDEX	CAS Sort Value	CAS/313 Category Codes	Section 302 (EHS) TPQ	Section 304 EHS RQ	CERCLA RQ	Section 313	RCRA CODE	CAA 112(r) TQ
Phenylhydrazine hydrochloride	PHENYLHYDRAZINE HYDROCHL	59881	59-88-1	1,000/10,000	1,000				
Phenylmercuric acetate	PHENYLMERCURIC ACETATE	62384	62-38-4	500/10,000	100	100	313c	P092	
Phenylmercury acetate	PHENYLMERCURY ACETATE	62384	62-38-4	500/10,000	100	100	313c	P092	
Phenylsilatrane	PHENYLSILATRANE	2097190	2097-19-0	100/10,000	100				
Phenylthiourea	PHENYLTHIOUREA	103855	103-85-5	100/10,000	100	100		P093	
Phorate	PHORATE	298022	298-02-2	10	10	10		P094	
Phosacetim	PHOSACETIM	4104147	4104-14-7	100/10,000	100				
Phosfolan	PHOSFOLAN	947024	947-02-4	100/10,000	100				
Phosgene	PHOSGENE	75445	75-44-5	10	10	10	313	P095	500
Phosphamidon	PHOSPHAMIDON	13171216	13171-21-6	100	100				
Phosphine	PHOSPHINE	7803512	7803-51-2	500	100	100	313	P096	5,000
Phosphonothioic acid, methyl-, O-	PHOSPHONOTHIOIC ACID, ME	2703131	2703-13-1	500	500				
Phosphonothioic acid, methyl-, S-	PHOSPHONOTHIOIC ACID, ME	50782699	50782-69-9	100	100				
Phosphonothioic acid, methyl-, O-	PHOSPHONOTHIOIC ACID, ME	2665307	2665-30-7	500	500				
Phosphoric acid, 2-dichloroethenyl	PHOSPHORICACIDDICHLORO	62737	62-73-7	1,000	10	10	X		
Phosphoric acid, dimethyl 4-(methy	PHOSPHORICACIDDIMETHYL 4	3254635	3254-63-5	500	500				
Phosphorodithioic acid O-ethyl S,S	PHOSPHORODITHIOICACIDETI	13194484	13194-48-4	1,000	1,000		X		
Phosphorothioic acid, O,O-diethyl-	PHOSPHOROTHIOICACIDDIETI	56382	56-38-2	100	10	10	X	P089	
Phosphorothioic acid, O,O-dimethyl	PHOSPHOROTHIOICACIDDIME	2587908	2587-90-8	500	500				
Phosphorous trichloride	PHOSPHOROUSTRICHLORIDE	7719122	7719-12-2	1,000	1,000	1,000			15,000
Phosphorus	PHOSPHORUS	7723140	7723-14-0	100	1	1			
Phosphorus (yellow or white)	PHOSPHORUS	7723140	7723-14-0	100	1	1	313		
Phosphorus oxychloride	PHOSPHORUS OXYCHLORIDE	10025873	10025-87-3	500	1,000	1,000			5,000
Phosphorus pentachloride	PHOSPHORUS PENTACHLORID	10026138	10026-13-8	500	500				
Phosphorus trichloride	PHOSPHORUS TRICHLORIDE	7719122	7720-78-7	1,000	1,000	1,000			15,000
Phosphoryl chloride	PHOSPHORYLCHLORIDE	10025873	10025-87-3	500	1,000	1,000			5,000
Physostigmine	PHYSOSTIGMINE	57476	57-47-6	100/10,000	100	100		P204	
Physostigmine, salicylate (1:1)	PHYSOSTIGMINE, SALICYLATE	57647	57-64-7	100/10,000	100	100		P188	
Picrotoxin	PICROTOXIN	124878	124-87-8	500/10,000	500				
Piperidine	PIPERIDINE	110894	110-89-4	1,000	1,000				15,000
Pirimifos-ethyl	PIRIMIFOS-ETHYL	23505411	23505-41-1	1,000	1,000				
Plumbane, tetramethyl-	PLUMBANETETRAMETHYL-	75741	75-74-1	100	100				10,000
Potassium arsenite	POTASSIUMARSENITE	10124502	10124-50-2	500/10,000	1	1	313c		
Potassium cyanide	POTASSIUMCYANIDE	151508	151-50-8	100	10	10	313c	P098	
Potassium silver cyanide	POTASSIUMSILVERCYANIDE	506616	506-61-6	500	1	1	313c	P099	
Promecarb	PROMECCARB	2631370	2631-37-0	500/10,000	1,000	1,000		P201	

NAME	NAMEINDEX	CAS Sort Value	CAS/313 Category Codes	Section 302 (EHS) TPQ	Section 304 EHS RQ	CERCLA RQ	Section 313	RCRA CODE	CAA 112(r) TQ
Propanenitrile	PROPANENITRILE	107120	107-12-0	500	10	10		P101	10,000
Propanenitrile, 2-methyl-	PROPANENITRILEMETHYL-	78820	78-82-0	1,000	1,000				20,000
Propargyl bromide	PROPARGYL BROMIDE	106967	106-96-7	10	10				
2-Propenal	PROPENAL	107028	107-02-8	500	1	1	X	P003	5,000
2-Propen-1-amine	PROPENAMINE	107119	107-11-9	500	500		X		10,000
2-Propenenitrile	PROPENENITRILE	107131	107-13-1	10,000	100	100	X	U009	20,000
2-Propenenitrile, 2-methyl-	PROPENENITRILEMETHYL-	126987	126-98-7	500	1,000	1,000	X	U152	10,000
2-Propen-1-ol	PROPENOL	107186	107-18-6	1,000	100	100	X	P005	15,000
2-Propenoyl chloride	PROPENOYLCHLORIDE	814686	814-68-6	100	100				5,000
beta-Propiolactone	PROPIOLACTONE	57578	57-57-8	500	10	10	313		
Propionitrile	PROPIONITRILE	107120	107-12-0	500	10	10		P101	10,000
Propionitrile, 3-chloro-	PROPIONITRILE, 3-CHLORO-	542767	542-76-7	1,000	1,000	1,000	X	P027	
Propiophenone, 4'-amino	PROPIOPHENONE,4-AMINO	70699	70-69-9	100/10,000	100				
Propyl chloroformate	PROPYLCHLOROFORMATE	109615	109-61-5	500	500				15,000
Propyleneimine	PROPYLENEIMINE	75558	75-55-8	10,000	1	1	313	P067	10,000
Propylene oxide	PROPYLENEOXIDE	75569	75-56-9	10,000	100	100	313		10,000
Prothoate	PROTHOATE	2275185	2275-18-5	100/10,000	100				
Pyrene	PYRENE	129000	129-00-0	1,000/10,000	5,000	5,000			
Pyridine, 4-amino-	PYRIDINEAMINO-	504245	504-24-5	500/10,000	1,000	1,000		P008	
Pyridine, 3-(1-methyl-2-pyrrolidinyl)	PYRIDINEMETHYLPYRROLIDIN	54115	54-11-5	100	100	100		P075	
Pyridine, 2-methyl-5-vinyl-	PYRIDINEMETHYLVINYL-	140761	140-76-1	500	500				
Pyridine, 4-nitro-, 1-oxide	PYRIDINENITROOXIDE	1124330	1124-33-0	500/10,000	500				
Pyriminil	PYRIMINIL	53558251	53558-25-1	100/10,000	100				
Salcomine	SALCOMINE	14167181	14167-18-1	500/10,000	500				
Sarin	SARIN	107448	107-44-8	10	10				
Selenious acid	SELENIIOUS ACID	7783008	7783-00-8	1,000/10,000	10	10	313c	U204	
Selenium oxychloride	SELENIUMOXYCHLORIDE	7791233	7791-23-3	500	500		313c		
Semicarbazide hydrochloride	SEMICARBAZIDE HYDROCHLO	563417	563-41-7	1,000/10,000	1,000				
Silane, (4-aminobutyl)diethoxymeth	SILANE, (4-AMINOBTYL)DIETH	3037727	3037-72-7	1,000	1,000				
Silane, chlorotrimethyl-	SILANECHLOROTRIMETHYL-	75774	75-77-4	1,000	1,000				10,000
Silane, dichlorodimethyl-	SILANEDICHLORODIMETHYL-	75785	75-78-5	500	500				5,000
Silane, trichloromethyl-	SILANETRICHLOROMETHYL-	75796	75-79-6	500	500				5,000
Sodium arsenate	SODIUM ARSENATE	7631892	7601-54-9	1,000/10,000	1	1	313c		
Sodium arsenite	SODIUM ARSENITE	7784465	7784-46-5	500/10,000	1	1	313c		
Sodium azide (Na(N3))	SODIUM AZIDE (Na(N3))	26628228	26628-22-8	500	1,000	1,000	313	P105	
Sodium cacodylate	SODIUM CACODYLATE	124652	124-65-2	100/10,000	100				

NAME	NAMEINDEX	CAS Sort Value	CAS/313 Category Codes	Section 302 (EHS) TPQ	Section 304 EHS RQ	CERCLA RQ	Section 313	RCRA CODE	CAA 112(r) TQ
Sodium cyanide (Na(CN))	SODIUM CYANIDE (Na(CN))	143339	143-33-9	100	10	10	313c	P106	
Sodium fluoroacetate	SODIUM FLUOROACETATE	62748	62-74-8	10/10,000	10	10	313	P058	
Sodium selenate	SODIUM SELENATE	13410010	13410-01-0	100/10,000	100		313c		
Sodium selenite	SODIUM SELENITE	10102188	10102-18-8	100/10,000	100	100	313c		
Sodium tellurite	SODIUM TELLURITE	10102202	10102-20-2	500/10,000	500				
Stannane, acetoxetriphenyl-	STANNANE,ACETOXYTRIPHEN	900958	900-95-8	500/10,000	500				
Strychnine	STRYCHNINE	57249	57-24-9	100/10,000	10	10	313c	P108	
Strychnine, sulfate	STRYCHNINE, SULFATE	60413	60-41-3	100/10,000	10	10	313c		
Sulfotep	SULFOTEP	3689245	3689-24-5	500	100	100		P109	
Sulfoxide, 3-chloropropyl octyl	SULFOXIDE, 3-CHLOROPROPY	3569571	3569-57-1	500	500				
Sulfur dioxide	SULFURDIOXIDE	7446095	7446-09-5	500	500				
Sulfur dioxide (anhydrous)	SULFURDIOXIDE	7446095	7446-09-5	500	500				5,000
Sulfur fluoride (SF4), (T-4)-	SULFURFLUORIDE (SF4), (T-4)	7783600	7783-60-0	100	100				2,500
Sulfuric acid	SULFURICACID	7664939	7664-93-9	1,000	1,000	1,000			
Sulfuric acid (aerosol forms only)	SULFURICACID	7664939	7664-93-9	1,000	1,000	1,000	313		
Sulfur tetrafluoride	SULFURTETRAFLUORIDE	7783600	7783-60-0	100	100				2,500
Sulfur trioxide	SULFURTRIOXIDE	7446119	7446-11-9	100	100				10,000
Tabun	TABUN	77816	77-81-6	10	10				
Tellurium hexafluoride	TELLURIUM HEXAFLUORIDE	7783804	7783-80-4	100	100				
TEPP	TEPP	107493	107-49-3	100	10	10		P111	
Terbufos	TERBUFOS	13071799	13071-79-9	100	100				
Tetraethyldithiopyrophosphate	TETRAETHYLDITHIOPYROPHO	3689245	3689-24-5	500	100	100		P109	
Tetraethyl lead	TETRAETHYLLEAD	78002	78-00-2	100	10	10	313c	P110	
Tetraethyl pyrophosphate	TETRAETHYLPYROPHOSPHAT	107493	107-49-3	100	10	10		P111	
Tetraethyltin	TETRAETHYLTIN	597648	597-64-8	100	100				
Tetramethyllead	TETRAMETHYLLEAD	75741	75-74-1	100	100		313c		10,000
Tetranitromethane	TETRANITROMETHANE	509148	509-14-8	500	10	10	313	P112	10,000
Thallium(I) carbonate	THALLIUMCARBONATE	6533739	6533-73-9	100/10,000	100	100	313c	U215	
Thallium chloride TICl	THALLIUMCHLORIDE TICl	7791120	7791-12-0	100/10,000	100	100	313c	U216	
Thallium sulfate	THALLIUMSULFATE	10031591	10031-59-1	100/10,000	100	100	313c		
Thallium(I) sulfate	THALLIUMSULFATE	7446186	7446-18-6	100/10,000	100	100	313c	P115	
Thallos carbonate	THALLOUS CARBONATE	6533739	6533-73-9	100/10,000	100	100	313c	U215	
Thallos chloride	THALLOUS CHLORIDE	7791120	7791-12-0	100/10,000	100	100	313c	U216	
Thallos malonate	THALLOUS MALONATE	2757188	2757-18-8	100/10,000	100				
Thallos sulfate	THALLOUS SULFATE	7446186	7446-18-6	100/10,000	100	100	313c	P115	

NAME	NAMEINDEX	CAS Sort Value	CAS/313 Category Codes	Section 302 (EHS) TPQ	Section 304 EHS RQ	CERCLA RQ	Section 313	RCRA CODE	CAA 112(r) TQ
Thiocarbazide	THIOCARBAZIDE	2231574	2231-57-4	1,000/10,000	1,000				
Thiocyanic acid, methyl ester	THIOCYANICACIDMETHYLEST	556649	556-64-9	10,000	10,000				20,000
Thiofanox	THIOFANOX	39196184	39196-18-4	100/10,000	100	100		P045	
Thiomethanol	THIOMETHANOL	74931	74-93-1	500	100	100	X	U153	10,000
Thionazin	THIONAZIN	297972	297-97-2	500	100	100		P040	
Thiophenol	THIOPHENOL	108985	108-98-5	500	100	100		P014	
Thiosemicarbazide	THIOSEMICARBAZIDE	79196	79-19-6	100/10,000	100	100	313	P116	
Thiourea, (2-chlorophenyl)-	THIOUREA, (2-CHLOROPHENY	5344821	5344-82-1	100/10,000	100	100		P026	
Thiourea, (2-methylphenyl)-	THIOUREA, (2-METHYLPHENYL	614788	614-78-8	500/10,000	500				
Thiourea, 1-naphthalenyl-	THIOUREANAPHTHALENYL-	86884	86-88-4	500/10,000	100	100		P072	
Titanium chloride (TiCl4) (T-4)-	TITANIUMCHLORIDE (TICL4) (T	7550450	7550-45-0	100	1,000	1,000	X		2,500
Titanium tetrachloride	TITANIUMTETRACHLOR	7550450	7550-45-0	100	1,000	1,000	313		2,500
Toluene-2,4-diisocyanate	TOLUENEDIISOCYANATEA	584849	584-84-9	500	100	100	313		10,000
Toluene-2,6-diisocyanate	TOLUENEDIISOCYANATEB	91087	91-08-7	100	100	100	313		10,000
Toxaphene	TOXAPHENE	8001352	8001-35-2	500/10,000	1	1	313	P123	
Triamiphos	TRIAMIPHOS	1031476	1031-47-6	500/10,000	500				
Triazofos	TRIAZOFOS	24017478	24017-47-8	500	500				
Trichloroacetyl chloride	TRICHLOROACETYL CHLORID	76028	76-02-8	500	500		313		
Trichloro(chloromethyl)silane	TRICHLOROCHLOROMETHYL)	1558254	1558-25-4	100	100				
Trichloro(dichlorophenyl)silane	TRICHLORODICHLOROPHENY	27137855	27137-85-5	500	500				
Trichloroethylsilane	TRICHLOROETHYLSILANE	115219	115-21-9	500	500				
Trichloromethanesulfonyl chloride	TRICHLOROMETHANESULFEN	594423	594-42-3	500	100	100	X		10,000
Trichloronate	TRICHLORONATE	327980	327-98-0	500	500				
Trichlorophenylsilane	TRICHLOROPHENYLSILANE	98135	98-13-5	500	500				
Triethoxysilane	TRIETHOXYSILANE	998301	998-30-1	500	500				
Trimethylchlorosilane	TRIMETHYLCHLOROSILANE	75774	75-77-4	1,000	1,000				10,000
Trimethylolpropane phosphite	TRIMETHYLOLPROPANE PHOS	824113	824-11-3	100/10,000	100				
Trimethyltin chloride	TRIMETHYLTIN CHLORIDE	1066451	1066-45-1	500/10,000	500				
Triphenyltin chloride	TRIPHENYLTIN CHLORIDE	639587	639-58-7	500/10,000	500		313		
Tris(2-chloroethyl)amine	TRIS(2-CHLOROETHYL)AMINE	555771	555-77-1	100	100				
Valinomycin	VALINOMYCIN	2001958	2001-95-8	1,000/10,000	1,000				
Vanadium pentoxide	VANADIUM PENTOXIDE	1314621	1314-62-1	100/10,000	1,000	1,000	313c	P120	
Vinyl acetate	VINYLACETATE	108054	108-05-4	1,000	5,000	5,000	313		15,000
Vinyl acetate monomer	VINYLACETATEMONOMER	108054	108-05-4	1,000	5,000	5,000	X		15,000
Warfarin	WARFARIN	81812	81-81-2	500/10,000	100	100	X 313c	P001	
Warfarin sodium	WARFARIN SODIUM	129066	129-06-6	100/10,000	100	100	313c		

NAME	NAMEINDEX	CAS Sort Value	CAS/313 Category Codes	Section 302 (EHS) TPQ	Section 304 EHS RQ	CERCLA RQ	Section 313	RCRA CODE	CAA 112(r) TQ
Xylylene dichloride	XYLYLENE DICHLORIDE	28347139	28347-13-9	100/10,000	100				
Zinc, dichloro(4,4-dimethyl-5(((me	ZINCDICHLORO(4,4-DIMETHYL	58270089	58270-08-9	100/10,000	100		313c		
Zinc phosphide	ZINCPHOSPHIDE	1314847	1314-84-7	500	100	100	313c	P122	
Zinc phosphide (conc. <= 10%)	ZINCPHOSPHIDE	1314847	1314-84-7	500	100	100	313c	U249	
Zinc phosphide (conc. > 10%)	ZINCPHOSPHIDE	1314847	1314-84-7	500	100	100	313c	P122	