



*Presented by:  
Len Wallace  
EPA Region 1*

*Diane Duva, CT*



# EPA Tier2 Submit Software Demonstration for Connecticut Facilities

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*January 26, 2023  
1:30 PM – 3:00 PM EST*

# How to Access the Webinar

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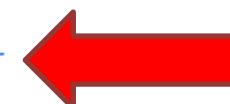
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# DISCLAIMER

The information presented in this webinar is intended solely to help parties understand the obligations and requirements imposed by EPCRA Tier 2 reporting. This webinar does not constitute EPA policy. Mention of trade names or commercial products does not constitute endorsement or recommendation of use.

Links to non-EPA websites are provided solely as a pointer to information that might be useful to the public and do not imply any official EPA endorsement of or a responsibility for the opinions, ideas, data or products presented at those locations or guarantee the validity of the information provided.



# Attendee Poll

# AGENDA

- Introduction
- State-Specific Tier II Reporting Information
- EPA Tier2 Submit Software Demonstration
- EPCRA Tier II Reporting Resources
- Q & A Session

# EPCRA Overview

SECTION	COVERAGE/ TOPIC	REQUIREMENT	RELEVANT CHEMICAL LIST	THRESHOLDS	SUBMIT TO:
<b>301-303</b>	Emergency Planning	LEPC Emergency Plan, EHS Notification	356 Extremely Hazardous Substance	Specified Threshold Planning Quantities (TPQ: 1 - 10,000 #)	SERC/TERC LEPC/TEPC
<b>304</b>	Emergency Notification	Accidental Release Reporting	EHS and CERCLA 102(a) Substance	Specified Reportable Quantities	SERC/TERC LEPC/TEPC
<b>311</b>	Hazardous Chemical Inventory	SDS (MSDS) or List of Chemicals	OSHA Hazardous Chemicals (No Specific List)	10,000 #, or, if EHS, 500 #, or TPQ - whichever is lower	SERC/TERC LEPC/TEPC Local Fire Dept
<b>312</b>	Hazardous Chemical Inventory	Inventories, Hazards, and Locations (Tier I and II)	OSHA Hazardous Chemicals (No Specific List)	10,000 #, or, if EHS, 500 #, or TPQ - whichever is lower	SERC/TERC LEPC/TEPC Local Fire Dept
<b>313</b>	Toxic Chemical Release Reporting	Total Annual Release, Waste Management, & Source Reduction Data - PPA (Form R)	Over 600 Toxic Chemicals and Chemical Categories	25,000 # manufactured or processed; 10,000 # otherwise used	EPA State

# EPA Region 1 Video Series on EPCRA and CAA RMP/GDC

1. Introduction to Facility Hazards and Chemical Safety

2. EPCRA Sections 301-303: Emergency Planning with your SERC/TERC/LEPC/TEPC

3. EPCRA Section 304: Reporting Accidents and Continuous Releases

4. EPCRA Sections 311-312: Tier II Reporting and Tier2 Submit Software

Watch on YouTube:

[https://www.youtube.com/playlist?list=PLvC8kUCteU1\\_N54sCAD6b-dsE2ocYybws](https://www.youtube.com/playlist?list=PLvC8kUCteU1_N54sCAD6b-dsE2ocYybws)

# EPCRA Tier II Acronyms



EHS - Extremely Hazardous Substance



TPQ - Threshold Planning Quantity



SDS - Safety Data Sheet



MSDS - Material Safety Data Sheet  
(now SDS)

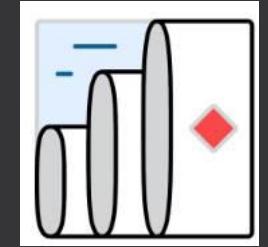
# EPCRA Tier II Acronyms

- **SERC** – State Emergency Response Commission
- **TERC** – Tribal Emergency Response Commission
- **LEPC** – Local Emergency Planning Committee
- **TEPC** – Tribal Emergency Planning Committee



# State-Specific Information

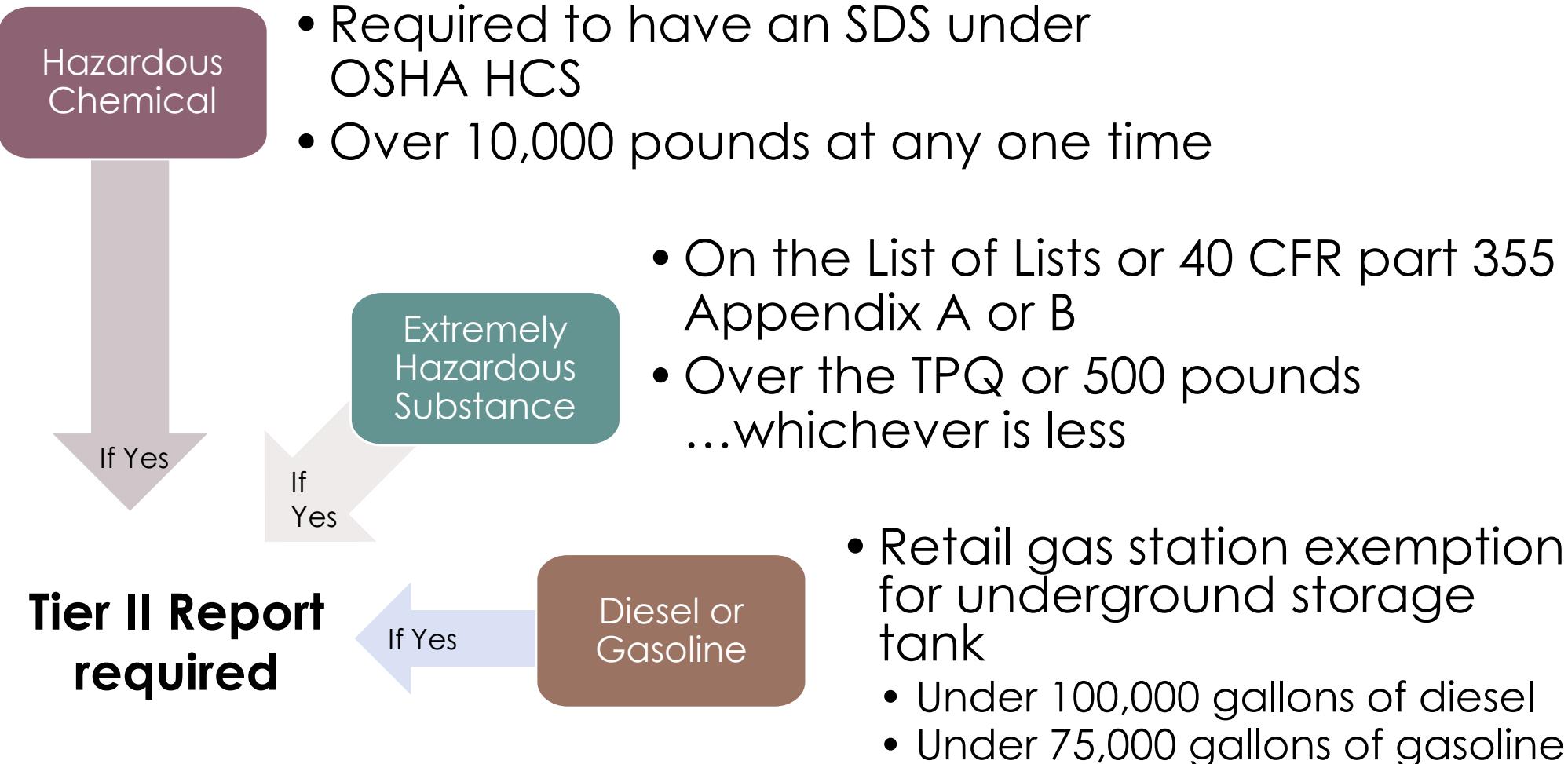
About EPCRA Tier II Reporting



# Tier2 Submit 2022

Len Wallace

# Do you need to submit a Tier II report?



# In Tier2 Submit,

Add or verify chemicals you are required to report:

**Hazardous Chemicals, Extremely Hazardous Substances,** or a mixture containing these chemicals.

- **Hazardous Chemicals** require OSHA Safety Data Sheets (SDSs)
- **Extremely Hazardous Substances (EHSs)** are identified in the EPA List of Lists

CAMEO Chemicals can be used to search for EHSs:  
<https://cameochemicals.noaa.gov/>

NAME	CAS/313 Category Codes	Section 302 (EHS) TPQ	Section 304 EHS RQ	CERCLA RQ	Section 313	RCRA CODE	CAA 112(r) TQ
Lead sulfate	7446-14-2			10	313c		
Thallium(I) sulfate	7446-18-6	100/10,000	100	100	313c	P115	
Thallous sulfate	7446-18-6	100/10,000	100	100	313c	P115	
Lead phosphate	7446-27-7						
Cupric chloride	7447-39-4						
Mercuric chloride	7487-94-7	500/10,000	500				
Selenium sulfide	7488-56-4						
6-Nitrochrysene	7496-02-8						
Titanium chloride (TiCl <sub>4</sub> ) (T-4)-	7550-45-0	100	1,000				
Titanium tetrachloride	7550-45-0	100	1,000				
Sodium phosphate, dibasic	7558-79-4						
Lithium hydride	7580-67-8	100	100				
Sodium phosphate, tribasic	7601-54-9						
Sodium arsenate	7631-89-2	1,000/10,000	1				
Sodium bisulfite	7631-90-5						
Sodium nitrite	7632-00-0						
Borane, trifluoro-	7637-07-2	500	500				
Boron trifluoride	7637-07-2	500	500				
Lead arsenate	7645-25-2						
Zinc chloride	7646-85-7						
Hydrochloric acid	7647-01-0						
Hydrochloric acid (conc 37% or greater)	7647-01-0						
Hydrochloric acid (aerosol forms only)	7647-01-0						
Hydrogen chloride (anhydrous)	7647-01-0	500	5,000				
Hydrogen chloride (gas only)	7647-01-0	500	5,000				
Antimony pentachloride	7647-18-9						
Phosphoric acid	7664-38-2						
Hydrofluoric acid	7664-39-3	100	100				
Hydrofluoric acid (conc. 50% or greater)	7664-39-3	100	100				
Hydrogen fluoride	7664-39-3	100	100				
Hydrogen fluoride (anhydrous)	7664-39-3	100	100				
Ammonia	7664-41-7	500	100				
Ammonia (anhydrous)	7664-41-7	500	100				
Ammonia (conc 20% or greater)	7664-41-7						
Ammonia (includes anhydrous ammonia and aqueous ammonia from water dissociable ammonium salts and other sources; 10 percent of total aqueous ammonia is reportable under this listing)	7664-41-7						
Sulfuric acid (aerosol forms only)	7664-93-9	1,000	1,000				
Sulfuric acid	7664-93-9	1,000	1,000				
Sodium fluoride	7681-49-4						
Sodium hypochlorite	7681-52-9			100			
2,2-Dimethyl-3-(2-methyl-1-propenyl)cyclopropanecarboxylic acid (1,3,4,5,6,7-hexahydro-1,3-dioxo-2H-isoindol-2-yl)methyl ester	7696-12-0			X			



United States  
Environmental Protection  
Agency

Office of Land  
and  
Emergency Management

EPA 550-B-19-003  
June 2019  
[www.epa.gov/epcra](http://www.epa.gov/epcra)

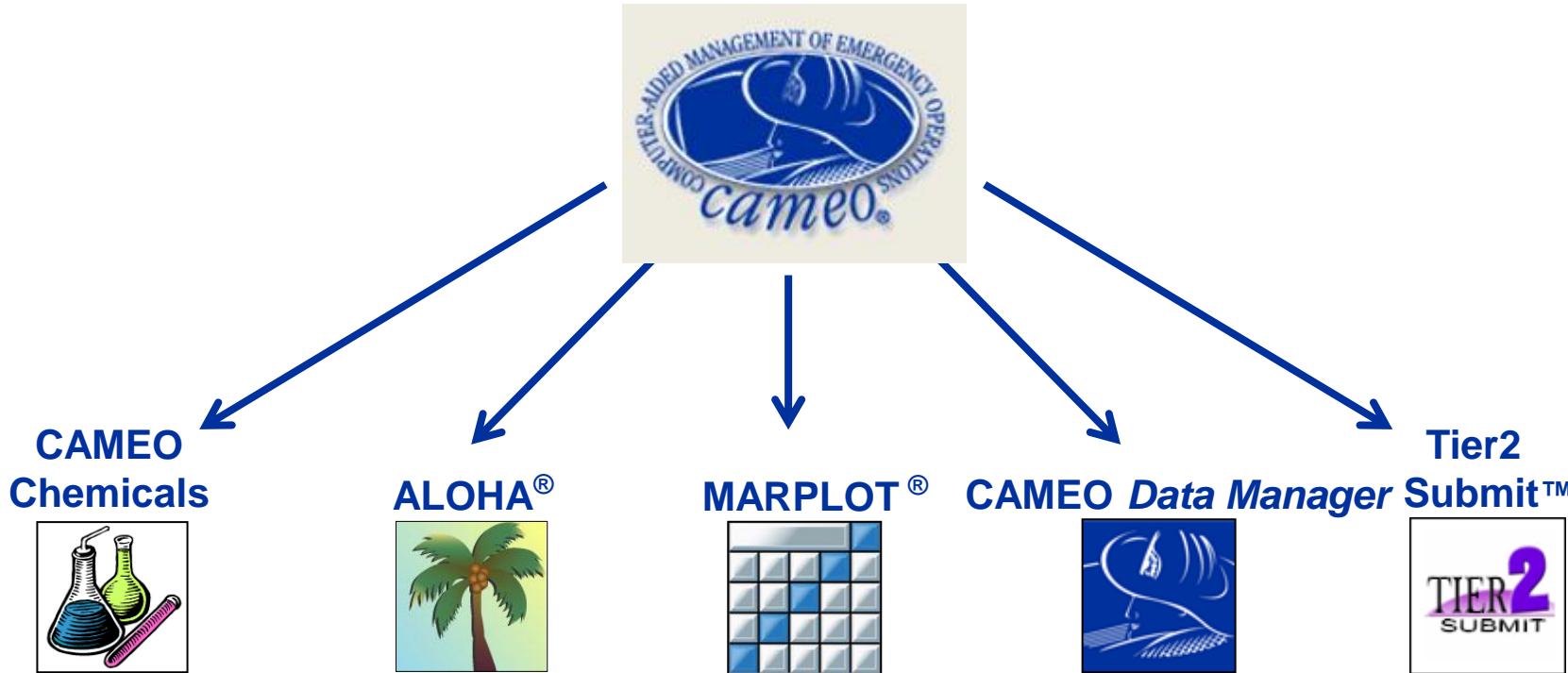
## LIST OF LISTS

Consolidated List of Chemicals  
Subject to the 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

- EPCRA Section 302 Extremely Hazardous Substances
- CERCLA Hazardous Substances
- EPCRA Section 313 Toxic Chemicals
- CAA 112(r) Regulated Chemicals for Accidental Release Prevention

# CAMEO® Software Suite

Jointly managed and funded by NOAA and EPA for more than 30 years



<https://www.epa.gov/cameo>

### Regulatory Information

[What is this information? ▶](#)

#### EPA Consolidated List of Lists

Regulatory Name	CAS Number/ 313 Category Code	EPCRA 302 EHS TPQ	EPCRA 304 EHS RQ	CERCLA RQ	EPCRA 313 TRI	RCRA Code	CAA 112 (r) RMP TQ
Ammonia	7664-41-7	500 pounds	100 pounds	100 pounds			
Ammonia (anhydrous)	7664-41-7	500 pounds	100 pounds	100 pounds	X		10000 pounds
Ammonia (conc 20% or greater)	7664-41-7			see ammonium hydroxide	X		20000 pounds
Ammonia (includes anhydrous ammonia and aqueous ammonia from water dissociable ammonium salts and other sources; 10 percent of total aqueous ammonia is reportable under this listing)	7664-41-7				313		

"X" indicates that this is a second name for an EPCRA section 313 chemical already included on this consolidated list. May also indicate that the same chemical with the same CAS number appears on another list with a different chemical name.

(EPA List of Lists, 2015)

#### DHS Chemical Facility Anti-Terrorism Standards (CFATS)

Chemical of Interest	CAS Number	RELEASE			THEFT			SABOTAGE		
		Min Conc	STQ	Security Issue	Min Conc	STQ	Security Issue	Min Conc	STQ	Security Issue
Ammonia (anhydrous)	7664-41-7	1.00 %	10000 pounds	toxic						
Ammonia (conc. 20% or greater)	7664-41-7	20.00 %	20000 pounds	toxic						

(DHS, 2007)

#### OSHA Process Safety Management (PSM) Standard List

Chemical Name	CAS Number	Threshold Quantity (TQ)
Ammonia solutions (>44% ammonia by weight)	7664-41-7	15000 pounds
Ammonia, Anhydrous	7664-41-7	10000 pounds

(OSHA, 2011)

**CAMEO Chemicals**  
<http://www.cameochemicals.noaa.gov/>

# Where do I find this year's Tier2 Submit Software?

## Tier2 Submit Software

Tier2 Submit™ is a program to help facilities prepare electronic versions of the Tier II hazardous chemical inventory form that are required annually under the Emergency Planning and Community Right-to-Know Act ([EPCRA](#)).

Tier2 Submit includes all of the fields from the federal [Tier II form](#), and it also includes additional fields that are required or requested by some states and tribes.

The program is updated yearly, and only the most recent version can be used to create the current year's annual Tier II submission file. The newest version is Tier2 Submit 2022, which is for reporting year 2022.

Completed Tier II forms for this reporting year are due by March 1, 2023. [Contact your state or tribe](#) to see if they accept Tier2 Submit files and to learn the specific reporting requirements and submission details for your facility.

Tier II hazardous chemical inventory data can also be exported from Tier2 Submit into [CAMEO Data Manager](#), which can be used to complete additional emergency planning and response activities. These tools are both part of the [CAMEO® Software Suite](#).

### On this page:

- [Download Tier2 Submit](#)
- [Tier2 Submit tutorial](#)
- [Significant changes to Tier2 Submit](#)
- [Import information](#)
- [Getting help](#)

## Download Tier2 Submit 2022

Read the  [Terms and Conditions for Tier2 Submit \(pdf\)](#) (76.18 KB) .

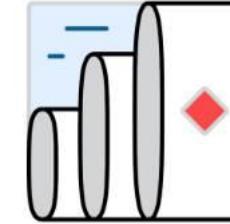
-  [Download Tier2 Submit 2022 "rev 1" for Windows \(exe\)](#)
-  [Download Tier2 Submit 2022 "rev 1" for Macintosh \(dmg\)](#)

The Windows version can be run on the Windows 10 and Windows 11 operating systems. The Macintosh version can be run on the Big Sur (11), Monterey (12), and Ventura (13) operating systems. Operating systems not listed here have not been tested and are not supported.

**Note:** The original Tier2 Submit 2022 had a bug that prevented attachments from being deleted; the "rev 1" update fixes this. If you haven't submitted your Tier II report for reporting year 2022, we recommend that you download this newer version. If you've already begun entering data into the original Tier 2 Submit 2022: (1) make an export file of your data from the original Tier2 Submit 2022 version, (2) download and install the updated "rev 1" version to the default location, and (3) open the new "rev 1" version and import your data from step 1 above.

<https://www.epa.gov/epcra/tier2-submit-software>

# What has changed in Tier2 Submit 2022?



- Updated the North American Industry Classification System (NAICS) Codes in the drop-down list to the latest 2022 values provided by the U.S. Census Bureau.
- Developed NAICS Code mapping assistance feature for importing older .t2s files, in order to help users update older values that are no longer in the official 2022 NAICS list.
- Updated the Extremely Hazardous Substance (EHS) checks to match the latest regulatory information from the [EPA List of Lists](#).
- Updated the county boundary checks to use the latest files from the U.S. Census Bureau.
- Updated State-specific fields.
- Added an official signature to the Windows installer file, which denotes the program developer and ensures that the program is genuine.
- Improved program behavior when dealing with special characters in path names.
- Made many smaller user interface refinements and enhancements.
- Fixed several small bugs.
- Revised the help topics.

# *Import your file from last year*

## Quick Guide

### Step 1: Import last year's data or create a new facility

To get started, click "Import" to import last year's data, or click the "Add a New Facility" icon  to add a new facility record.

Enter the required data for the facility, its contacts, and its chemicals. Data is

## Quick Guide

### Step 2: Correct validation errors and warnings

The red  and yellow  icons in the Facilities, Contacts, and Chemical Inventory list indicate errors and warnings. Click these icon to see the problems.

You must fix all errors before creating a submission file.

## Quick Guide

### Step 3: Create a submission file

Click "Export/Submit" and choose "Create a submission file (T2S) to submit to your state." Select the facilities to be included in the submission file, most commonly all of your facilities.

The program does a final check of your data before writing it to the file you specify.



## Quick Guide

### Step 4: Send your submission file to your state

Follow your [state's instructions](#) for how to submit the T2S file you created to meet your reporting requirements.

Also save the T2S file to a safe backup location. You will use this file as the starting data for next year's Tier2 Submit report.

## Quick Guide

### Step 5: Make a PDF file for your records

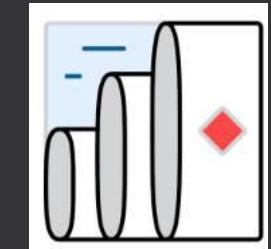
Click "Export/Submit" and choose "Create another kind of export file" and "Create a PDF file." Select the facilities to be included in the PDF file, most commonly all of your facilities.

The program writes the data to the PDF file you specify. You can print this file and archive it as a printed record of what you submitted.



# Tier2 Submit

EPA Software Demonstration



Create the electronic submission file.

**You are not finished yet!**

You must submit the Tier2 Submit file directly to your state. Tier2 Submit does not send it anywhere. It stores it on your computer for you to send.

Each state is unique - specific instructions for your state are [here](#). Check your state each year for Tier2 Submit instructions, as they may change.

# Submit Tier II Report

Submit	Submit Tier II report(s) annually on or before March 1 for previous calendar year
Submit	Submit original list within 90 days of exceeding reporting thresholds
Update	Update submission within 90 days of obtaining significant new information including new chemicals

# Submit Tier II Report to:

Submit	SERC and/or TERC
Submit	LEPC and/or TEPC
Submit	Local Fire Department

# EPA Tier2 Submit Software Resources

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**Download Tier2 Submit software:**  
<https://www.epa.gov/epcra/tier2-submit-software>

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**Tier2 Submit Tutorial:**  
[https://www.epa.gov/system/files/documents/2023-01/tier2 submit tutorial January%202023.pdf](https://www.epa.gov/system/files/documents/2023-01/tier2_submit_tutorial_January%202023.pdf)

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**EPA New England EPCRA Trainings:**  
<https://www.epa.gov/epcra/emergency-planning-and-community-right-know-act-epcra-workshops-new-england>

# EPA Region 1 Video Series on EPCRA and CAA RMP/GDC

1. Introduction to Facility Hazards and Chemical Safety

2. EPCRA Sections 301-303: Emergency Planning with your SERC/TERC/LEPC/TEPC

3. EPCRA Section 304: Reporting Accidents and Continuous Releases

4. EPCRA Sections 311-312: Tier II Reporting and Tier2 Submit Software

Watch on YouTube:

[https://www.youtube.com/playlist?list=PLvC8kUCteU1\\_N54sCAD6b-dsE2ocYybws](https://www.youtube.com/playlist?list=PLvC8kUCteU1_N54sCAD6b-dsE2ocYybws)

# EPCRA Tier II Factsheets and Resources

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**State Tier 2 reporting procedures and requirements:** <https://www.epa.gov/epcra/state-tier-ii-reporting-requirements-and-procedures>

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**EPCRA Quick Reference Fact Sheet, Fall 2020**  
[https://www.epa.gov/sites/production/files/2020-10/documents/epcra\\_quick\\_reference\\_fact\\_sheet.pdf](https://www.epa.gov/sites/production/files/2020-10/documents/epcra_quick_reference_fact_sheet.pdf)

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**Guide to EPCRA, Fall 2020**  
[https://www.epa.gov/sites/production/files/2020-10/documents/guide\\_to\\_epcra.pdf](https://www.epa.gov/sites/production/files/2020-10/documents/guide_to_epcra.pdf)

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**Ice Rinks Emergency Planning and Community Right-To-Know Act fact sheet, November 2019**  
[https://www.epa.gov/sites/production/files/2019-11/documents/epcra\\_ice\\_rink\\_ammoniafs6.pdf](https://www.epa.gov/sites/production/files/2019-11/documents/epcra_ice_rink_ammoniafs6.pdf)

# Tribal EPCRA Webinar for EPA Regions 1-4

## **Overview of the Emergency Planning and Community Right-to-Know Act and Its Implementation Webinar for Tribal Partners, March 30, 2023 from 10am-11:30am**

This webinar will provide an overview of the facility reporting requirements under the Emergency Planning and Community Right-to-Know Act (EPCRA) and the implementation responsibilities for tribal management agencies, which also include suggestions on how to establish a Tribal Emergency Response Commission (TERC). A tribal representative will be invited to speak to share their experience in establishing a Tribal Emergency Response Commission and Emergency Planning and Community Right-to-Know Act implementation in the tribal region. The webinar will be offered in five sessions, which are divided by tribes located in states in EPA Regions. The webinars are scheduled for 90 minutes, which will include question and answer session.

Register: <https://www.eventbrite.com/e/overview-of-epcra-and-its-implementation-for-tribal-partners-tickets-503888091847>

Tribal Oil Spill Prevention and Chemical Emergency Preparedness Webinars website: <https://www.epa.gov/tribal-lands/forms/tribal-oil-spill-prevention-and-chemical-emergency-preparedness-webinars-0#epcra>

- EPA EPCRA Frequently Asked Questions:

<https://www.epa.gov/epcra/emergency-planning-and-community-right-to-know-act-frequent-questions>

- The EPCRA, RMP and Oil Information Center
  - 1-800-424-9346
- The RMP Reporting Center for Tier2 Submit Assistance
  - 703-227-7650
  - [RMPRC@epacdx.net](mailto:RMPRC@epacdx.net)

Remember: the deadline to submit completed Tier II forms is March 1st of every year.

# If there is an accidental release over the reporting threshold

Notify these three:

1. **Local (LEPC/TEPC): 911**
2. **State (SERC/TERC):**
  - Connecticut 860-424-3338
  - Maine 800-452-4664
  - Massachusetts 888-304-1133
  - New Hampshire 800-852-3411
  - Rhode Island 401-222-3070 (24 hrs)
  - Vermont 800-641-5005
3. **National Response Center: 800-424-8802**

# U.S. Chemical Safety Board

The CSB's reporting rule requires prompt reports to the CSB from owners or operators of facilities that experience an accidental release of a regulated substance or extremely hazardous substance that results in a death, serious injury or substantial property damage.

The Form:

[https://www.csb.gov/assets/1/6/revision\\_5\\_fillable\\_ombapprovedreportformandinstructions\\_08052020.pdf](https://www.csb.gov/assets/1/6/revision_5_fillable_ombapprovedreportformandinstructions_08052020.pdf)

Reporting Guidance,  
August 2022

[https://www.csb.gov/assets/1/17/csb\\_guidance\\_on\\_accidental\\_release\\_reporting.pdf?16818](https://www.csb.gov/assets/1/17/csb_guidance_on_accidental_release_reporting.pdf?16818)

You are required to report an accidental release within eight hours of a qualifying event (40 C.F.R. §1604) in one of three ways:

1. Contact the CSB by telephone at 202-261-7600 and answer a series of questions
2. Fill out and submit a form with appropriate response to the CSB by email to [report@csb.gov](mailto:report@csb.gov)
3. If you have submitted a report to the National Response Center for the same incident under CERCLA, email the CSB with the NRC report identification number, no CSB form required

# Batteries

**Lithium  
batteries (NON  
EHS)**

10,000 pounds

**Lead Acid batteries  
(Contains EHS)**

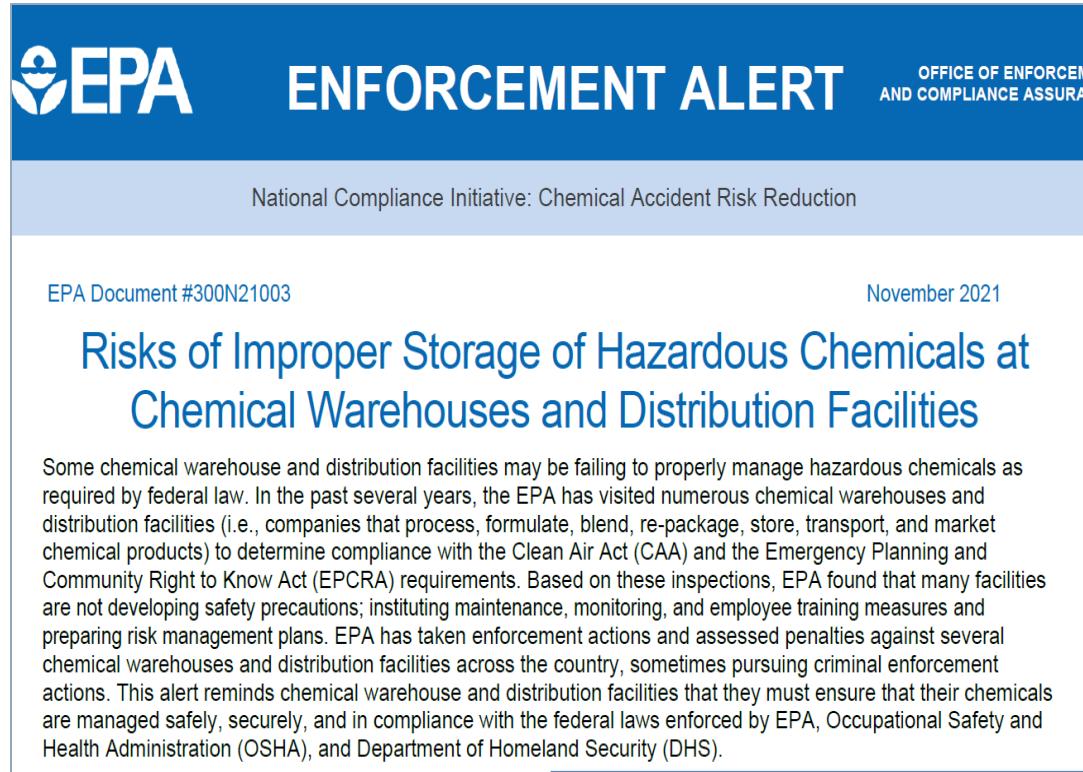
500 pounds Sulfuric  
Acid (EHS)

10,000 pounds Lead

# Chemical Warehouse and Distribution Facilities

New National Alerts

# Enforcement Alert



The image shows the cover of an EPA Enforcement Alert document. The title "ENFORCEMENT ALERT" is prominently displayed in white on a blue header bar. Below the title, the text "National Compliance Initiative: Chemical Accident Risk Reduction" is visible. The document is dated November 2021 and is identified as EPA Document #300N21003. The main subject of the alert is "Risks of Improper Storage of Hazardous Chemicals at Chemical Warehouses and Distribution Facilities". The text explains that some chemical warehouse and distribution facilities are failing to properly manage hazardous chemicals, leading to serious deficiencies found during inspections. It emphasizes the need for facility owners to recognize hazards and improve safety.

**ENFORCEMENT ALERT**

OFFICE OF ENFORCEMENT AND COMPLIANCE ASSURANCE

National Compliance Initiative: Chemical Accident Risk Reduction

EPA Document #300N21003

November 2021

**Risks of Improper Storage of Hazardous Chemicals at Chemical Warehouses and Distribution Facilities**

Some chemical warehouse and distribution facilities may be failing to properly manage hazardous chemicals as required by federal law. In the past several years, the EPA has visited numerous chemical warehouses and distribution facilities (i.e., companies that process, formulate, blend, re-package, store, transport, and market chemical products) to determine compliance with the Clean Air Act (CAA) and the Emergency Planning and Community Right to Know Act (EPCRA) requirements. Based on these inspections, EPA found that many facilities are not developing safety precautions; instituting maintenance, monitoring, and employee training measures and preparing risk management plans. EPA has taken enforcement actions and assessed penalties against several chemical warehouses and distribution facilities across the country, sometimes pursuing criminal enforcement actions. This alert reminds chemical warehouse and distribution facilities that they must ensure that their chemicals are managed safely, securely, and in compliance with the federal laws enforced by EPA, Occupational Safety and Health Administration (OSHA), and Department of Homeland Security (DHS).

- Serious deficiencies found on several Region 1 inspections
- Need a way to improve safety
- Owners are likely to improve facility safety once they recognize the hazards

[https://www.epa.gov/system/files/documents/2021-11/chemicalwarehouseenforcementalert\\_0.pdf](https://www.epa.gov/system/files/documents/2021-11/chemicalwarehouseenforcementalert_0.pdf)

# Multi Agency Safety Advisory



EPA 550F21001  
November 2021

## SAFETY ADVISORY

### Risks of Improper Storage of Hazardous Chemicals at Chemical Warehouses and Chemical Distribution Facilities

Some chemical warehouse and distribution facilities may be failing to properly manage hazardous chemicals as required by Section 112(r) of the Clean Air Act and the Emergency Planning and Community Right to Know Act (EPCRA) Sections 302, 304, 311, 312 and 313, enforced by the U.S. Environmental Protection Agency (EPA); the Process Safety Management (PSM) standard at 29 CFR § 1910.119, enforced by the Occupational Safety and Health Administration (OSHA); and the Chemical Facility Anti-Terrorism Standards (CFATS) regulation at 6 CFR § 27, and the Maritime Transportation Security Act regulation at 33 CFR §105, enforced by the Cybersecurity and Infrastructure Security Agency (CISA) and United States Coast Guard (USCG) respectively. This advisory informs the industry that companies must ensure that their chemicals are managed safely, securely, and in compliance with EPA, OSHA, CISA and USCG programs to help prevent chemical accidents and security incidents.

[https://www.epa.gov/system/files/documents/2021-11/11\\_02\\_21\\_jointsafealert\\_chemicalwarehouse\\_final.pdf](https://www.epa.gov/system/files/documents/2021-11/11_02_21_jointsafealert_chemicalwarehouse_final.pdf)

# EPA eDisclosure

- ▶ Web based “eDisclosure” portal launched December 2015
- ▶ Allows entities to promptly disclose violations and submit compliance certification under EPA’s Audit policy
- ▶ eDisclosure:  
<https://www.epa.gov/compliance/epas-edisclosure>
- ▶ EPA Audit Policy:  
<https://www.epa.gov/compliance/epas-audit-policy>

# Questions?

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Janet Bowen, EPA Region 1

617-918-1795

[Bowen.Janet@epa.gov](mailto:Bowen.Janet@epa.gov)

