EPCRA TIER II REPORTING IN CONNECTICUT

REPORTS DUE MARCH 1, 2024 FOR REPORTING YEAR 2023

Diane Duva, Director, Emergency Response Planning Office
Bureau of Materials Management and Compliance Assurance

2024

EMERGENCY PLANNING AND COMMUNITY RIGHT-TO-KNOW ACT (EPCRA)

TIER II REPORTS

- Tier II Chemical Inventory Reports provide state and local officials and the public with specific information on the amounts and location of hazardous chemicals at a facility during the previous calendar year to inform preparedness and planning.

- Availability of information increases effectiveness of coordination between state and local officials so that communities are better prepared for chemical emergencies.

Connecticut's statutory requirement:

Chapter 446l - Emergency Response Commission (ct.gov)

EPCRA: EMERGENCY PLANNING AND COMMUNITY RIGHT-TO-KNOW ACT

Sections 302 to 303 focus on emergency planning. Section 302 requires notification when Extremely Hazardous Substances (EHSs) are present at facilities in quantities at or above the Threshold Planning Quantity (TPQ) established in the EPCRA regulations. Section 303 requires LEPCs and TEPCs to develop initial emergency response plans and update them annually and outlines the required elements of the plans.

Sections 311 and 312 focus on hazardous chemical storage reporting requirements. Section 311 requires facilities to submit a Material Safety Data Sheet (MSDS) (Safety Data Sheet (SDS)) to the SERC (or TERC), LEPC (or TEPC) and local fire departments for each hazardous chemical (as defined by the Occupational Health and Safety Act) that they handle or store. Section 312 requires the same facilities to submit a Tier I or Tier II hazardous chemical inventory form to the SERC (or TERC), LEPC (or TEPC) and local fire department. These forms identify the amount, location and potential hazards of each chemical on site at the facility at any point during the year.

302-303
Emergency Planning Notification and Emergency Response Plans

304
Emergency Release Notification

311-312
Hazardous Chemical Inventory Reporting

313
Toxic Chemical Release Inventory

Section 304 requires notification of accidental chemical releases. It requires facilities to immediately report accidental releases of certain chemicals to state, tribal and local authorities. Facilities must immediately report accidental releases of EHSs and "hazardous substances" defined under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). Any releases of these substances that meet or exceed their corresponding Reportable Quantities (RQs) must

Section 313 established the Toxics Release Inventory (TRI). The TRI is a publicly available database that contains information on the quantities of certain toxic chemicals released annually to air, water and land, or otherwise managed as waste by industrial and federal facilities throughout the United States.
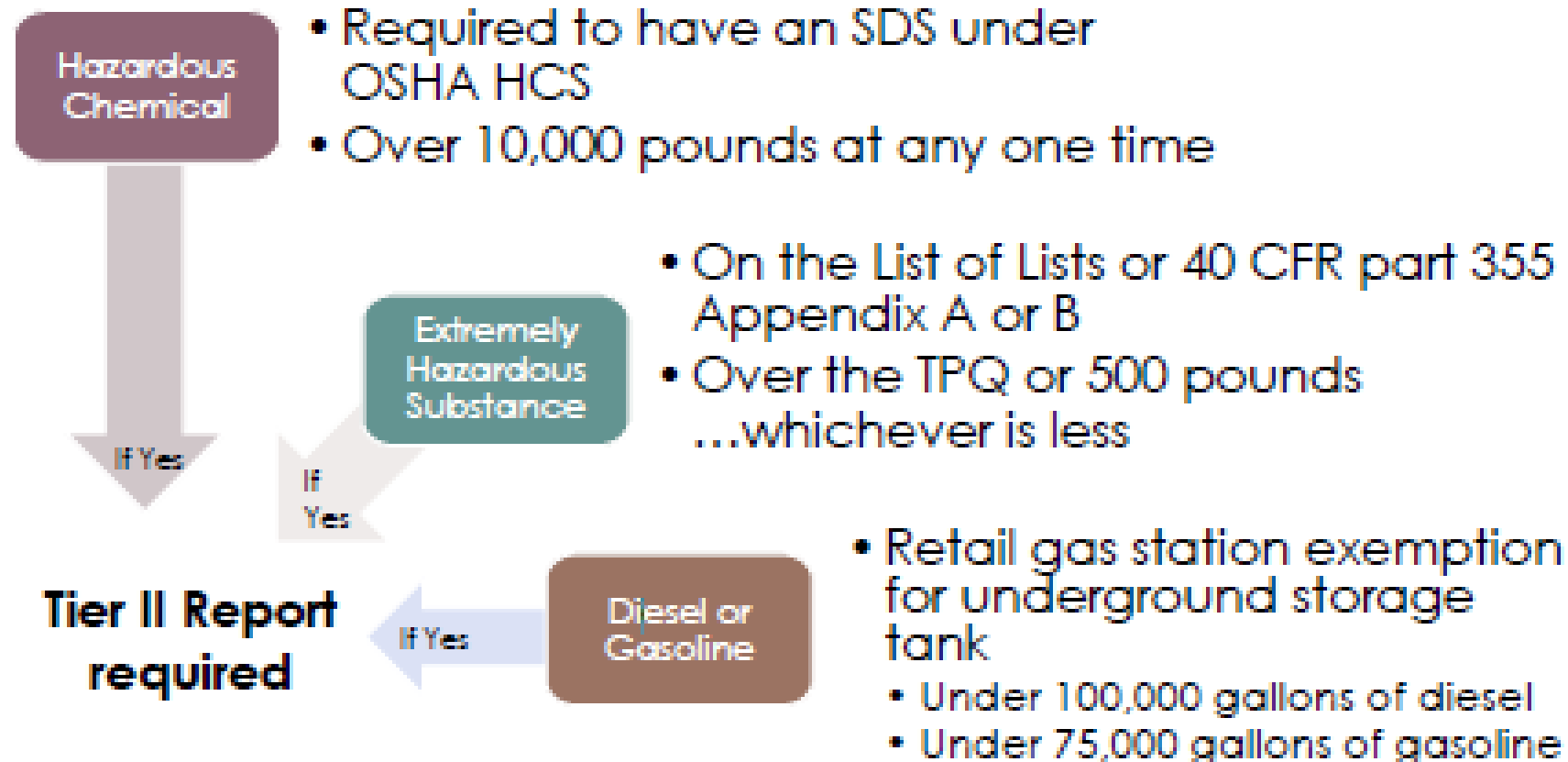
The information facilities submit is compiled in the TRI and made publicly available through online tools, written analyses, and interactive charts and maps. The information is always

EPCRA Overview

SECTION	COVERAGE/ TOPIC	REQUIREMENT	RELEVANT CHEMICAL LIST	THRESHOLDS	SUBMIT TO:
301-303	Emergency Planning	LEPC Emergency Plan, EHS Notification	356 Extremely Hazardous Substance	Specified Threshold Planning Quantities (TPQ: 1 - 10,000 #)	SERC/TERC LEPC/TEPC
304	Emergency Notification	Accidental Release Reporting	EHS and CERCLA 102(a) Substance	Specified Reportable Quantities	SERC/TERC LEPC/TEPC
311	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
312	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
313	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

Slide courtesy of Leonard Wallace, US EPA Region 1

Do you need to submit a Tier II report?

Hazardous Chemical

- Required to have an SDS under OSHA HCS
- Over 10,000 pounds at any one time

If Yes

Extremely Hazardous Substance

- On the List of Lists or 40 CFR part 355 Appendix A or B
- Over the TPQ or 500 pounds …whichever is less

If Yes

Diesel or Gasoline

- Retail gas station exemption for underground storage tank
  - Under 100,000 gallons of diesel
  - Under 75,000 gallons of gasoline

If Yes

Tier II Report required

Slide courtesy of Leonard Wallace, US EPA Region 1

CHEMICALS YOU ARE REQUIRED TO INVENTORY AND REPORT

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

Hazardous Chemicals that have OSHA Safety Data Sheets (**SDS**)

Extremely Hazardous Substances (EHSs) identified in the EPA List of Lists

mixture containing these chemicals

FACILITIES:

SUBMIT TIER II REPORTS *DIRECTLY* TO EACH OF THESE

State Emergency Response Commission (SERC) and/or

Tribal Emergency Response Commission (TERC)

Local Emergency Planning Committee (LEPC) and/or

Tribal Emergency Planning Committee (TEPC)

Local Fire Department

Facilities must directly submit your Tier II Report and Attachments to your Local Emergency Response Commission and your local Fire Department

CONNECTICUT REQUIREMENTS

Tutorial for How to Submit Tier II Reports Online in Tier II Manager

Click to access Tier II Manager platform

For each reporting year (January 1 through December 31), the EPCRA Tier II Form is due no later than March 1 of the following year.

1. Report your information to the CT SERC/CT DEEP via the

Hazconnect® Tier II Manager system

2. Send your Tier II Report, along with the Site Plan and any other attachments, directly to your **Local Emergency Planning Committee**

3. Send your Tier II Report, along with the Site Plan and any other attachments, directly to your local fire department.

The **LEPC contacts list** is on the **LEPC** page. The LEPC and many town-specific fire departments are also pre-populated in the Hazconnect Tier II Manager reporting system.

REFER TO THE SERC WEBSITE FOR SPECIFIC TIER II REPORTING DETAILS
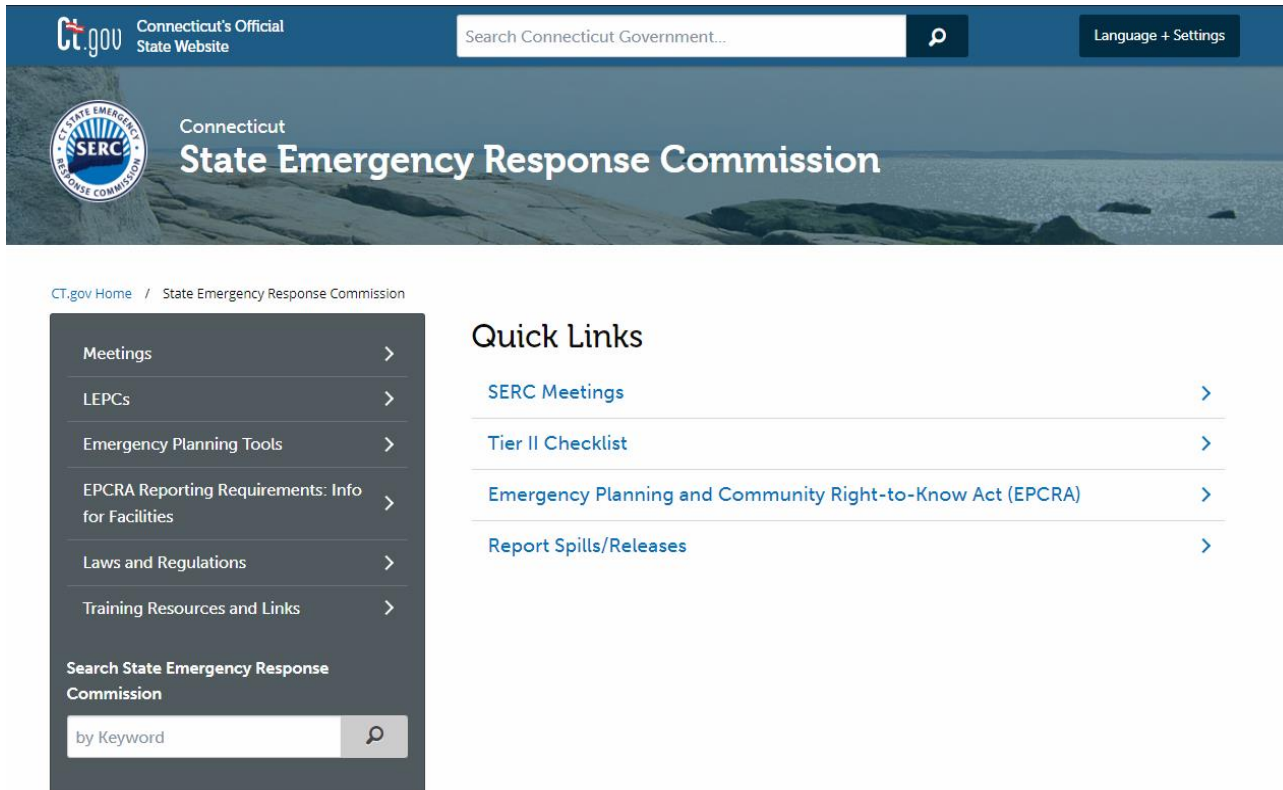
Information on CT SERC webpages:

- Reporting Requirements Under EPCRA

- Tier II Checklist (ct.gov)

Key Info to Provide

➢ The complete name and address of the location of your facility (include the full street address or state road, city, county, state and zip code), latitude and longitude.

➢ A basic Site Plan.

➢ The name, title, phone number and email address of at least one local individual that can act as a referral if emergency responders need assistance in responding to a chemical accident at your facility. You must also provide an emergency phone number which will be available 24 hours a day, every day.

INFORMATION SOURCES: CT SERC/DEEP

- **Website:**
  State Emergency Response Commission (ct.gov)

- **Email: DEEP.CTEPCRA@ct.gov**

- **Call: Diane Duva, Director**
  Emergency Response Planning Office 860-424-3420

- **Contact list for your Local or Regional LEPC contacts**

INFORMATION RESOURCES: EPA
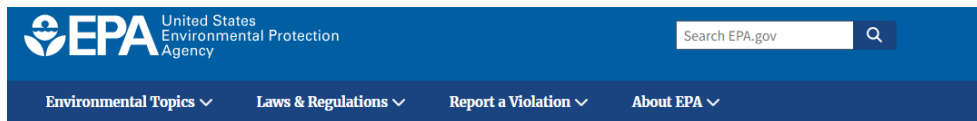
Emergency Planning and Community Right-to-Know Act (EPCRA)

Hazardous Chemical Inventory Reporting

EPCRA Sections 311-312

[US EPA EPCRA website](https://www.epa.gov/epcra)
https://www.epa.gov/epcra

EPA EPCRA Frequently Asked Questions
 https://www.epa.gov/epcra/emergency-planning-and-community-right-know-act-frequent-questions

EPA Region 1 Video Series on EPCRA and CAA RMP/GDCWatch on YouTube:
https://www.youtube.com/playlist?list=PLvC8kUCteU1_N54sCAD6b-dsE2ocYybws

State Tier II reporting procedures and requirements:
https://www.epa.gov/epcra/state-tier-ii-reporting-requirements-and-procedures

EPCRA Quick Reference Fact Sheet, Fall 2020
 https://www.epa.gov/sites/production/files/2020-10/documents/epcra_quick_reference_fact_sheet.pdf

Guide to EPCRA, Fall 2020
https://www.epa.gov/sites/production/files/2020-10/documents/guide_to_epcra.pdf

Ice Rinks Emergency Planning and Community Right-To-Know Act fact sheet, November 2019
 https://www.epa.gov/sites/production/files/2019-

U.S. EPA Region 1

- Len Wallace Wallace.Len@epa.gov   617-918-1835

ONLINE TRAINING AVAILABLE TO FACILITIES ON CLIMATE CHANGE RESILIENT CHEMICAL MANAGEMENT

- The free training is available on CT DEEP's Pollution Prevention Webpage at https://portal.ct.gov/DEEP/P2/Chemical-Management-and-Climate-Resilience/Chemical-Management-and-Climate-Resilience

- and on SERC's webpage along with other resources for businesses at https://portal.ct.gov/SERC/Commission-Information/Training-Opportunities/Training-Opportunities

Link to training:

- ***The 21st Century Resilient Business: How Managing Chemicals Can Help Your Business Weather the Storm***

- This training is intended to assist ECPRA Tier II facilities ensure they update their emergency plans to recognize the potential for flooding on their chemical management.

- This training can help with **updates required by state law** at CGS Sec. 22a-610 *"Update of hazardous mitigation and evacuation plans by facilities at high risk of flooding, severe weather events or a rise in sea level. Enhanced community notification and emergency evacuation procedures"*

Managing Your Chemicals
Can Help You Weather the Storm

Funding for this training was provided by US EPA Pollution Prevention Grant Program, FY 2018-2019

Let's Begin

Connecticut Department of Energy and Environmental Protection

HAZCONNECT TIER II MANAGER PLATFORM

To use the Hazconnect® Tier II Manager platform please first register for a system user account.

This allows us to link your facility's account data to your user account so that you can work from your existing information when submitting your next report.

 Here's how to register as a new User.

1. Sign up as a User at this link: **https://connecticut.hazconnect.com/Account/Login.aspx**

2. Click on the **REGISTER button** in the middle of the page.

3. Choose **Reporting Facility/Business User** then click Next.

4. Enter your information. Please be sure you enter information in the "Facility Details" text box at the bottom of the screen to inform CT DEEP of the facility for which you are submitting. Once your username is linked to your facility then the new year's report will be pre-populated with the information from the previous report.

5. Once your User account is approved, you will receive a notification and then you can begin submitting the next year's report. If you don't see previously submitted reports in your account, please contact us at **DEEP.CTEPCRA@ct.gov**.

Tutorial for How to Submit Tier II Reports Online in Tier II Manager

Online training

[Tutorial for How to Submit Tier II Reports Online in Tier II Manager](#)