



# INDIANA DEPARTMENT OF HOMELAND SECURITY

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INDIANA EMERGENCY  
RESPONSE COMMISSION (IERC)





# Superfund Amendments & Reauthorization Act (SARA TITLE III)

OR

# Emergency Planning & Community Right-to-Know Act (EPCRA)

Online Portal for EPCRA Reporting

*Tier II Manager*

[www.in.gov/dhs/3893.htm](http://www.in.gov/dhs/3893.htm)



# System Prerequisites

## Browser

- ✓ Internet Explorer 10 or above (non-compatibility mode)
- ✓ Firefox 20 and above
- ✓ Chrome 26 and above

## Components

- ❖ Turn off the popup blocker in your Browser
- ❖ Use Adobe Acrobat Reader (free download)
- ❖ Enable Javascript in your browser (this should already be set in your browser)

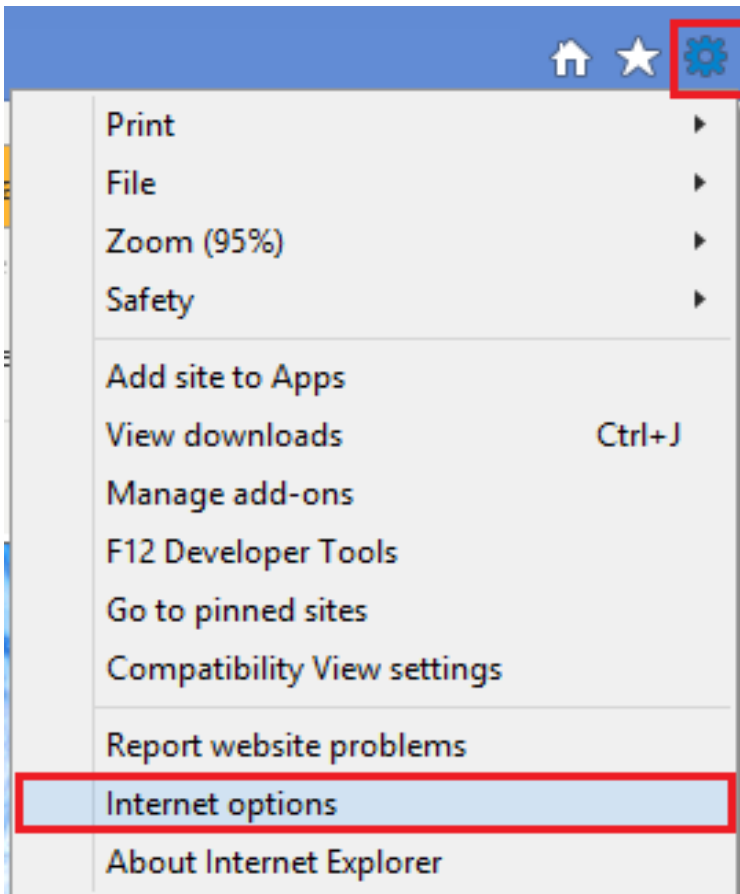


# Pop-Up Blockers

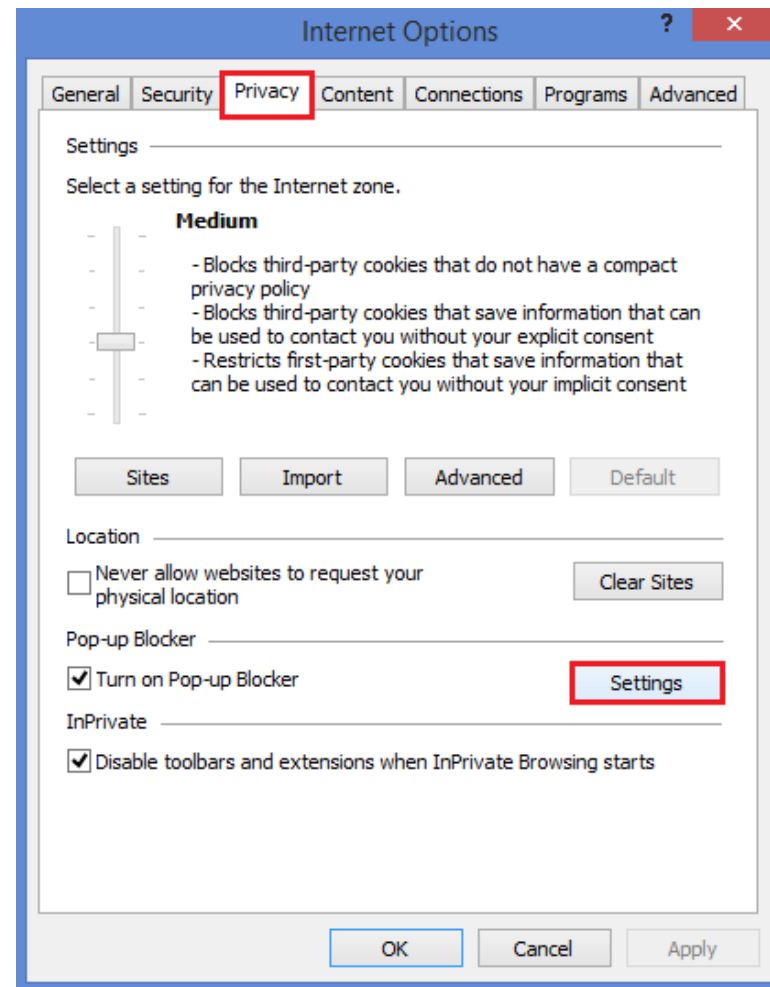
TURN OFF ALL  
POP-UP BLOCKERS

# Allow Pop-Ups in Internet Explorer Browser

1 At the top right, click the Tools Menu, then click Internet Settings



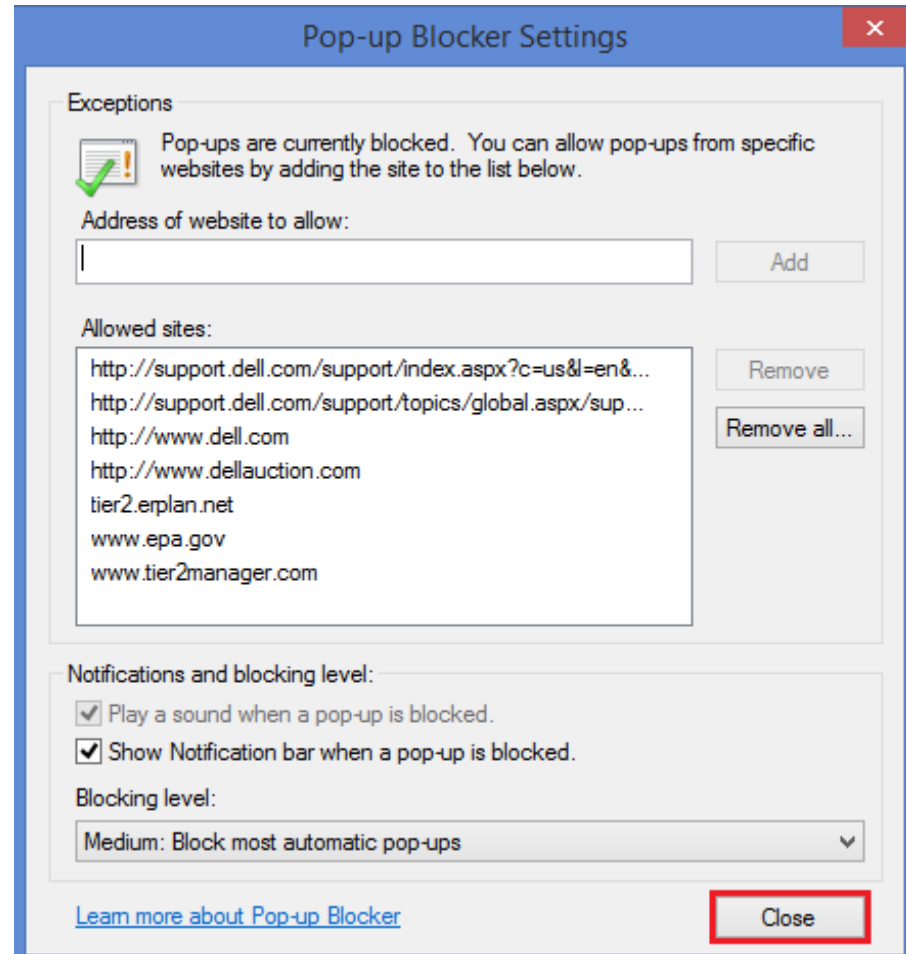
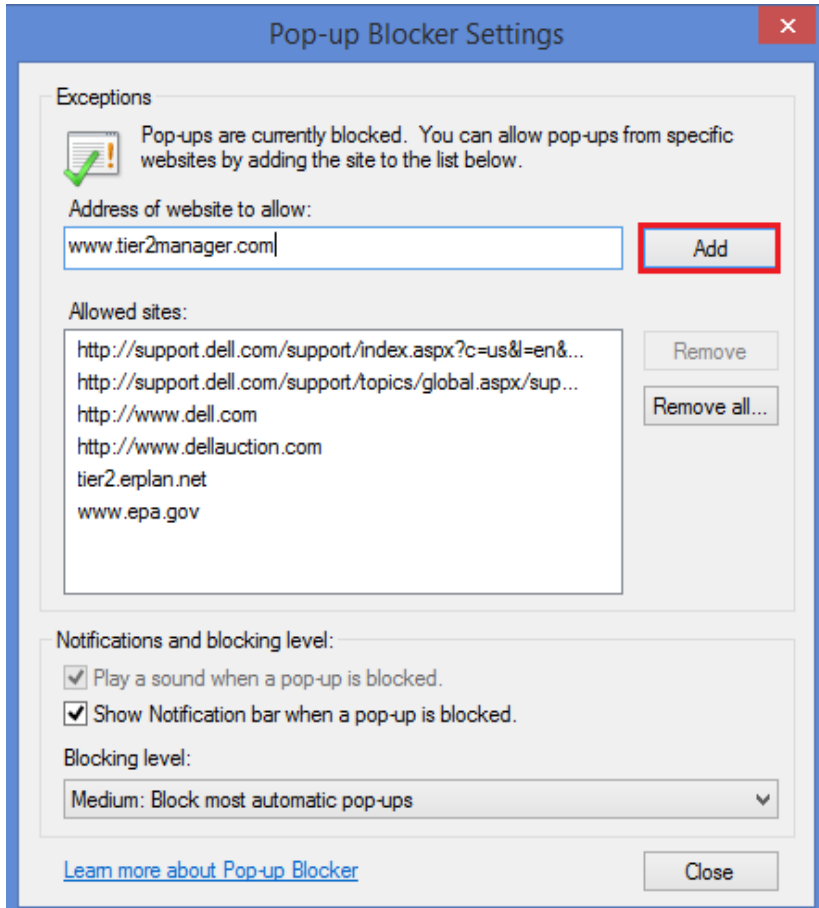
2 Select Privacy, then click Settings



# Allow Pop-Ups in Internet Explorer Browser

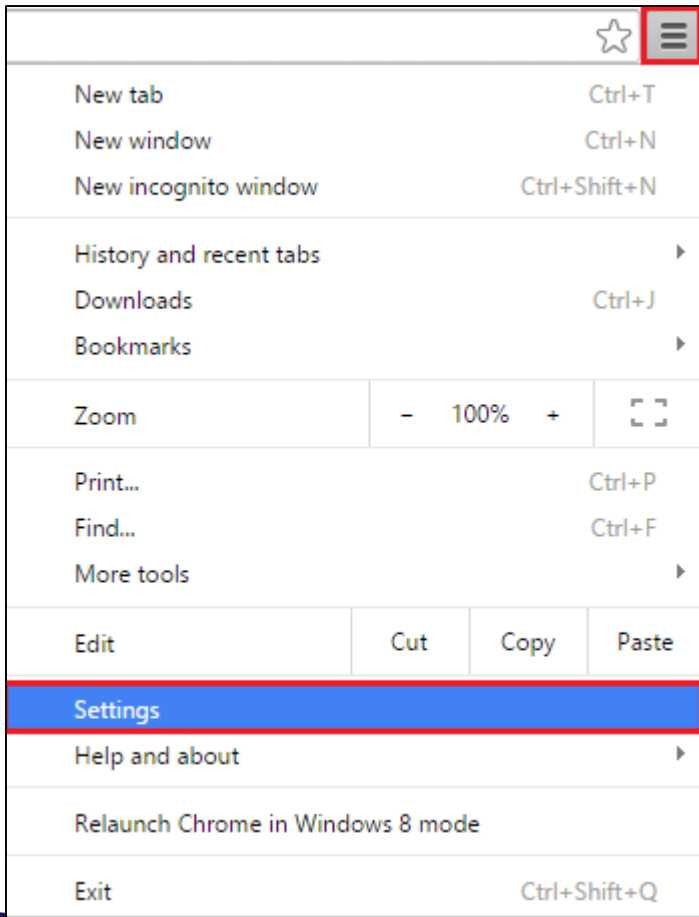
3 Type in the website, then click Add.

4 The site will be added to your Allowed Sites. Click Close to finish.

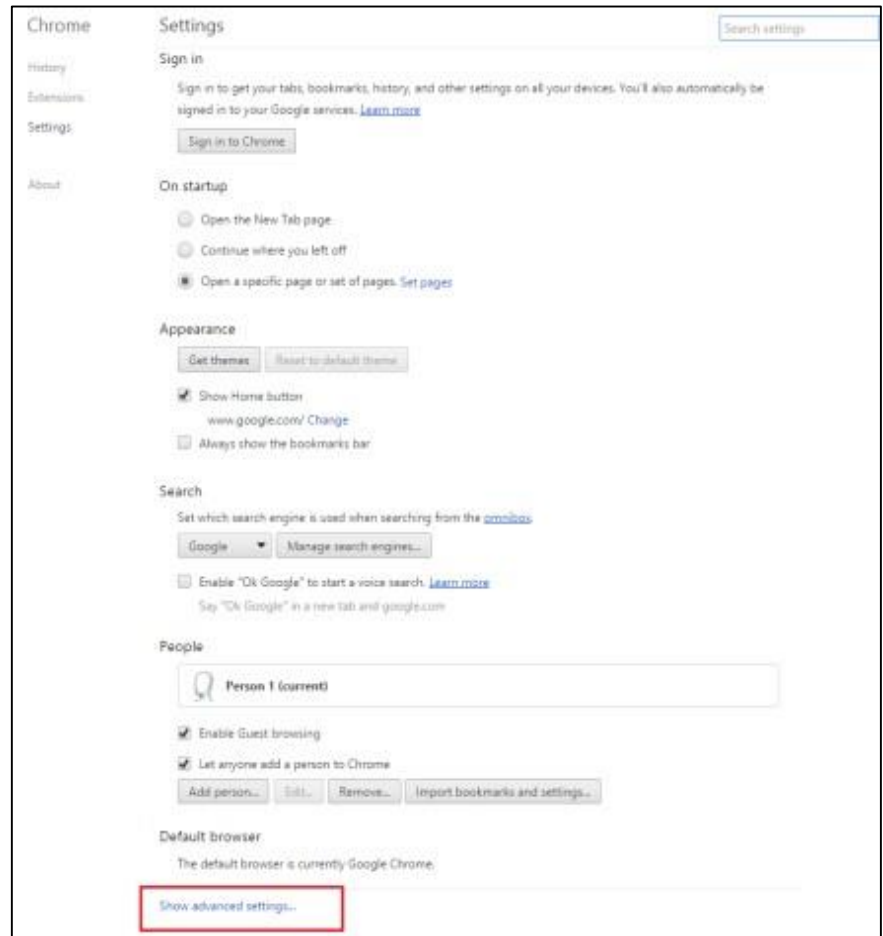


# Allow Pop-Ups in Chrome Browser

1 At the top right, click the Chrome menu, then click Settings

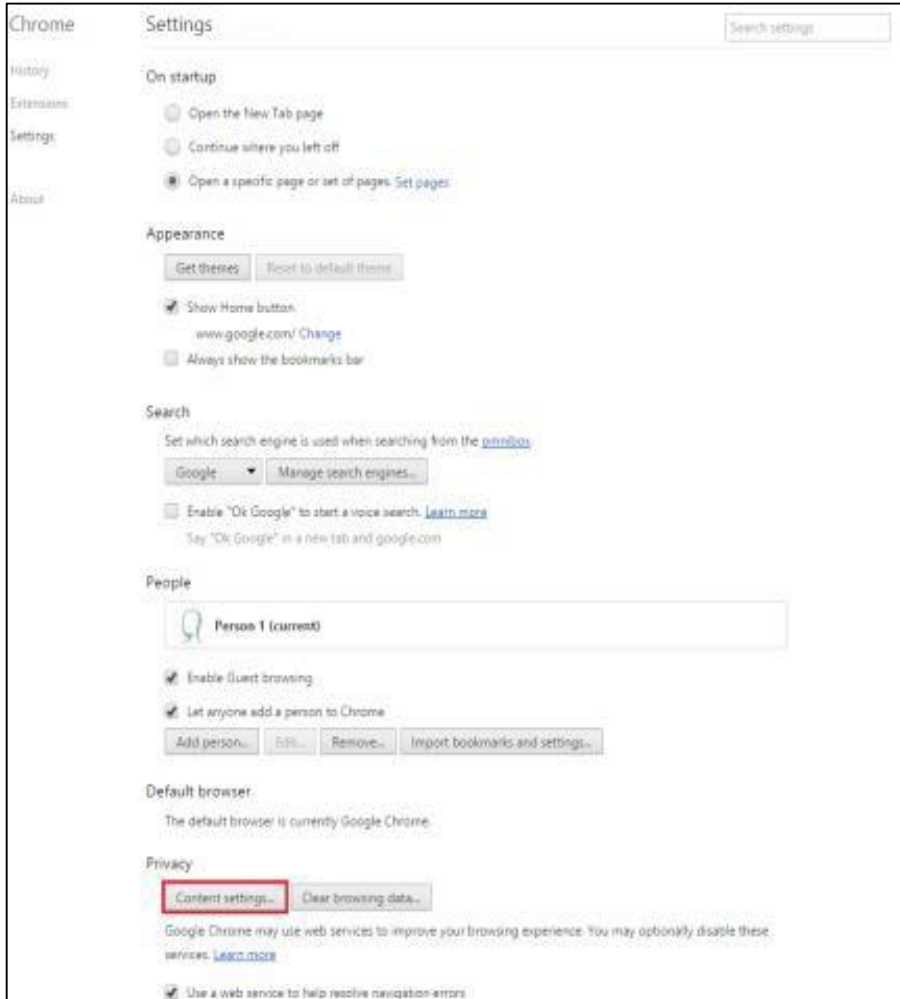


2 Click Show Advanced Settings

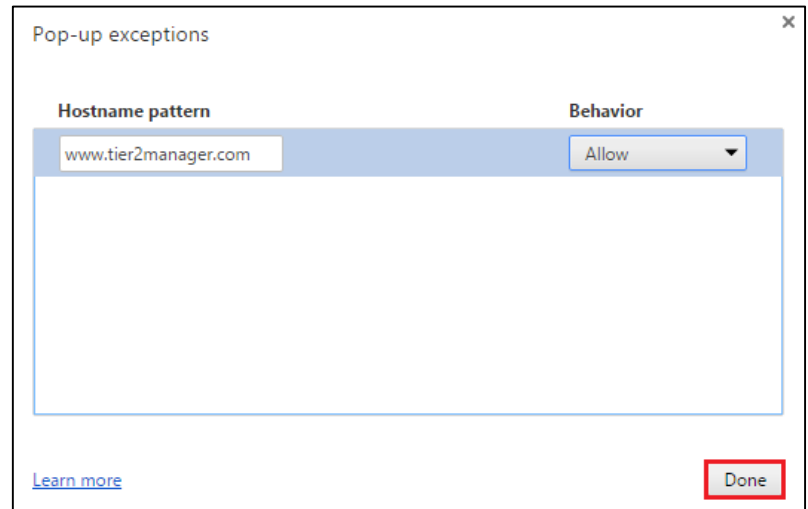
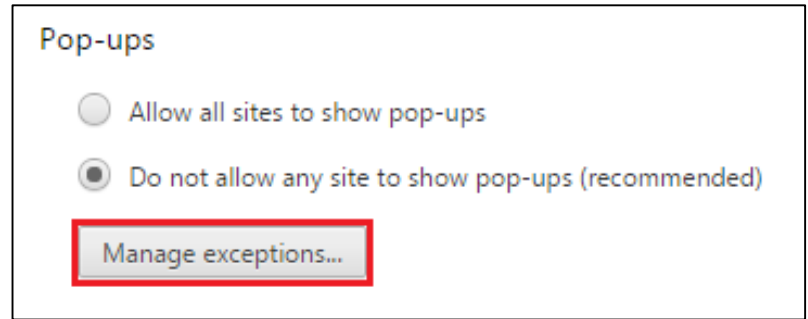


# Allow Pop-Ups in Chrome Browser

3 Under Privacy, click Content Settings.



4 Click Manage Exceptions. Locate/add website, set to Allow, then click Done.







# Cookies & JavaScript on IE

**To enable cookies and JavaScript in Internet Explorer browsers, use the following procedure:**

1. From the Tools menu, select Internet Options. ...
2. To enable session cookies, click the Privacy tab.
3. From the Settings section of the tab, click Advanced.
4. Locate and click the checkbox next to *Always allow session cookies*.



# Log-In Security Rules

- Only one user account can be set up for your facility.
- All passwords must follow this format: 8-15 alphanumeric.
- Try 'Forgot Your Password' or 'Reset Your Password' if you are not able to log in.
- Your user account will be DISABLED if you enter the wrong password more than 5 times consecutively. If your account is disabled, you will see a message when you try to log in. The system administrator will get a message to enable the account.
- If you have not used your account for a little more than one year and a half, your user account will be disabled or revoked and you will not be able to log in.
- If you still cannot log into your account, contact the system administrator. Once the account is disabled, only the system administrator can enable the account. If the account is revoked, you will need to register a new user account. Send an email to or call the system administrator, who will let you know what to do.
- To sign out of the system, click the Log Out button on the right hand side. You will be logged out of the system safely.

# EPCRA Website (top)



## IDHS HOME

About IDHS

## INFORMATION FOR

- Emergency Managers
- Emergency Medical Services
- Fire Departments
- Firefighters
- Media
- Public

## IDHS SUBJECT LISTING

IDHS > [About IDHS](#) > [Boards & Commissions](#) > [Indiana Emergency Response Commission](#) > [Emergency Planning and Community Right to Know - SARA Title III Reporting](#)

## EMERGENCY PLANNING AND COMMUNITY RIGHT TO KNOW - SARA TITLE III REPORTING



Online Reporting Application:  
<https://tier2.dhs.in.gov/Account/Login.aspx>

[Presentation for Tier 2 Manager Facility Users](#)

[Additional SARA III Tier II Information](#)

[Tier II Workshops](#)

## Online Services

- File Building Plans
- Fire/EMS Certification Renewal
- IDHS Training Calendar
- PSID & Training / Certification Details
- SARA Title III Reporting
- Amusement & Entertainment Permit Application
- Fireworks Permits
- Pay Fees Online
- iGMS
- WebEOC
- Website Customer Survey



# EPCRA Website (bottom)

- Applications, Forms & Permits
- Boards & Commissions ▶
- Building Plan Review
- Calendar of Events
- Certification ▶
- Emergency Response and Recovery ▶
- Fire & Building Safety / Services ▶
- Get Prepared
- Get Prepared en Español
- Grants Management
- Indiana Cyber Exercise
- Inspections ▶
- Most Visited ▶
- Planning & Assessment ▶
- Press Releases
- Training & Exercise ▶
- Webinar Information

EPCRA, also known as SARA Title III, enacted in 1986, establishes requirements for federal, state and local governments, American Indian tribes, and industry regarding emergency planning and reporting on hazardous and toxic chemicals. The statute is designed to help communities deal safely and effectively with hazardous chemicals present in our communities. The law's primary objectives are to...

- Identify the storage, use, and release of chemicals;
- Foster communication between facilities that handle hazardous chemicals and their communities;
- Expand emergency planning for hazardous chemical accidents and enhance emergency response capabilities for hazardous chemical incidents.

*Note: Facilities must, upon request, promptly provide the appropriate local emergency planning committee (LEPC) and/or fire department with jurisdiction over the facility their Tier II emergency and hazardous chemical inventory form information as required by IC 13-25-2-10(c).*

[Tier 2 Manager Jurisdiction Program User Handbook](#)

[Section 302 - Emergency Response Planning](#)

[Section 304 - Emergency Release Notification Requirements](#)

[Section 311 - Chemical Reporting](#)

[Section 312 - Hazardous Chemical Storage Requirements](#)

[List of Lists](#)

[EHS List](#)

[LEPC Contact List](#)

Contact Information

Indiana SARA Program

% Indiana Department of Homeland Security

302 W. Washington St., Rm. E-241

Indianapolis, IN 46204

Email: [SARATr2@dhs.in.gov](mailto:SARATr2@dhs.in.gov)

• [Forms.IN.gov](http://Forms.IN.gov)

**MORE ONLINE SERVICES**

»

**SUBSCRIBER CENTER »**

Top FAQs

I Want To...

1. Check the Status of the Building Plan I Recently Filed
2. File a Building Plan Online
3. Be Certified as an EMT or Firefighter
4. Apply for a Permit to Sell Fireworks in Indiana
5. Request a Permit to Operate an Amusement Device





# All Users Must Register



Indiana Emergency Response Commission  
Phone :855-246-0065

Online TIER II MANAGER™

You must register before using this Online Reporting System.

[REGISTER](#)

If you have previously registered, please proceed with Log In.

### SYSTEM REQUIREMENTS

- You need to use Internet Explorer 10 (non-compatibility mode) or higher, Firefox 20 or higher, or Chrome 26 or higher. Using older versions may create problems.
- You will need Adobe Acrobat Reader to use this System. [Download the Adobe Reader.](#)
- You need to enable javascript and turn off the pop-up blocker in your browser.
- If you encounter any problem, contact your technology desk to verify whether you have these requirements.
- Cookies need to be enabled in your browser. It is enabled by default.

### Log In

Username

Password

[Log In](#)

- [Forgot Username?](#)
- [Forgot Password?](#)
- [Reset Password?](#)

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Version: 5.2

# New User Registration



 **Indiana Emergency Response Commission**  
Phone :

## New User Registration

Are you reporting an Incident like a chemical spill? \*

No ▼

Cancel **Next**



 **Indiana Emergency Response Commission**  
Phone :


## New User Registration

Are you reporting an Incident like a chemical spill? \*

No ▼  
Yes  
No

Select to proceed

# New User Registration



INDIANA EMERGENCY RESPONSE COMMISSION

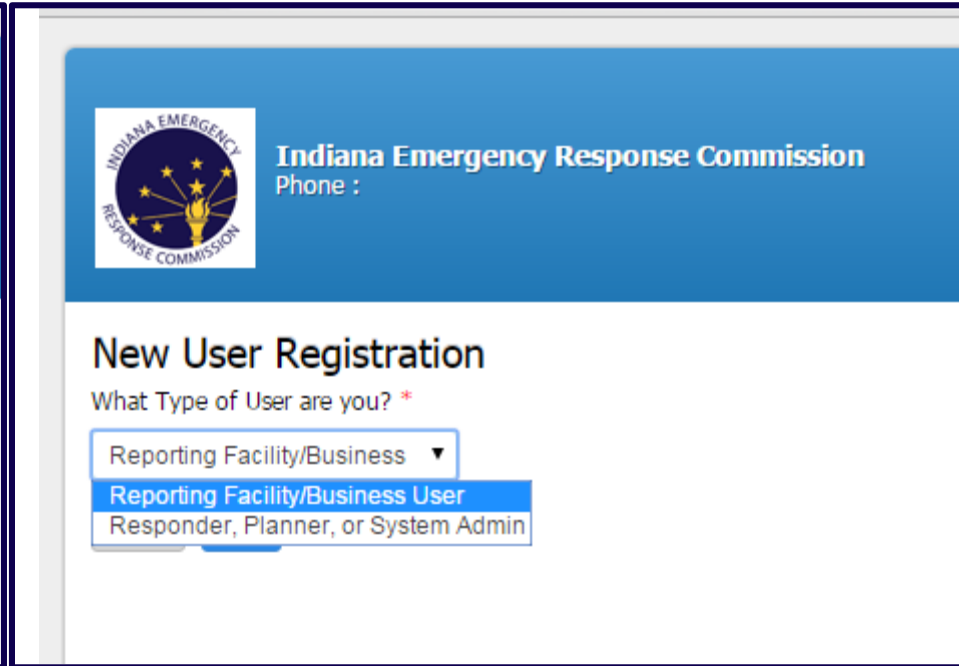
Indiana Emergency Response Commission  
Phone :

## New User Registration

What Type of User are you? \*

Reporting Facility/Business ▾

Cancel Next



INDIANA EMERGENCY RESPONSE COMMISSION

Indiana Emergency Response Commission  
Phone :

## New User Registration

What Type of User are you? \*

Reporting Facility/Business ▾

Reporting Facility/Business User  
Responder, Planner, or System Admin

Selection for all facilities

Select to proceed



# New User Registration

1

## New User Registration

### New User Registration

Enter a Username and Password and complete the information below. The registration request will be sent to the System Administrator and you will be contacted via Email.

#### User Account Details

Username*	Password *	Retype Password *
<input type="text"/>	<input type="password"/>	<input type="password"/>
Hint Question*	Hint Answer*	
<input type="text"/>	<input type="text"/>	

#### User Contact

First Name*	Last Name*	Title*
<input type="text"/>	<input type="text"/>	<input type="text" value="Select One"/>

If you enter an address outside of the US or Canada, enter the state/province name in the City field.

Company Name *	EIN		
<input type="text"/>	<input type="text"/>		
Street 1*	Street 2		
<input type="text"/>	<input type="text"/>		
City*	State*	Zip Code*	Country*
<input type="text"/>	<input type="text" value="United States"/>	<input type="text"/>	<input type="text" value="United States"/>
Email*	Retype Email*	Phone*	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

All system generated email notifications will be sent to the User Email entered above.

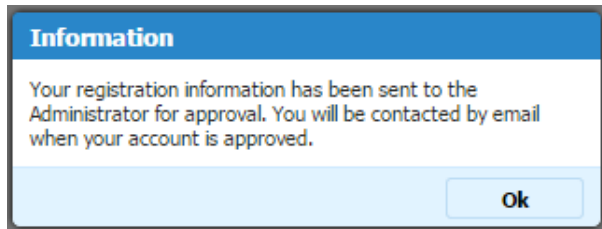
Please enter the characters as shown \*





# New User Registration

2 Click Submit and wait for account approval email



3 User and Admin receive registration email notification

# ADD FACILITY

## ✓ First-Time Filer

- May create 1 or more facility accounts with 1 username
- Can make individual payments or bulk payment

## ✓ Returning Filer

- May be linked to 1 or more facilities
- Can make individual payments or bulk payment

# START A NEW REPORT

To link username to previously submitted Tier II facilities, email facility names and ID numbers to [SARATr2@dhs.in.gov](mailto:SARATr2@dhs.in.gov), if you are a consultant or are reporting for multiple facilities



# START

**Indiana Emergency Response Commission**  
Phone :855-246-0065

**Online TIER II MANAGER™** Tier II Reporting Year : 2015  
Welcome Gene, Aluminum Company of America Last Login: 01/22/2016, 08:26 AM  
Log Out

Home Facilities Incident Reports My Account Billing

**Regulations** Continue

**Welcome to the Indiana Hazmat Reporting System**

The Indiana Emergency Response Commission is responsible for the collection and maintenance of Indiana's EPCRA notifications and reporting of sections 302, 311 and 312 (Tier II). The purpose of this online reporting portal is to provide State and local officials with specific information on hazardous chemicals present at your facility for use in emergency preparedness planning and emergency response.

From January 1, 2016, Indiana facilities must submit their EPCRA sections 302, 311 and 312 reports using this online reporting system. Updates can also be submitted at any time during the year.

Submission of the Tier II report form by facilities that meet the reporting requirements established under Section 312 of SARA Title III is required. Specifically, facilities are required to report their possession of Extremely Hazardous Substances (EHS) stored at 500 pounds or the Threshold Planning Quantity (TPQ), whichever is less. In addition, facilities must report any hazardous chemical for which a Safety Data Sheet (SDS) is required under the OSHA Hazard Communication Standard, and which is stored in the amount of 10,000 pounds or more. For more information on the list of EHS and their TPQ, or to obtain more information on the reporting requirements, please review the information available on the Indiana Emergency Response Commission website at <http://in.gov/dhs/2362.htm>.

**IMPORTANT: You must submit a 2015 ANNUAL to complete your submission for this year!** (Submitting a 2016 UPDATE does not meet the requirement).

If you have any questions or need assistance, please contact SARA Program Manager at [saratr2@dhs.in.gov](mailto:saratr2@dhs.in.gov) or 855-246-0065.

**Recent Submissions**  
No recent submissions

**Facility Status Summary**

Active	Inactive
0	0

**Billing Summary**  
Total Amount Due : 0.00

**Incident Status**

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Click to advance

# Add Facility

1 Add New Facility

Click to add brand new facilities

Active Facilities

Back ▾ All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z Other

**Add New Facility** 🔍

Facility ID	Company Name	Facility Name	Address	County	Facility Status	City	LEPC	Fire Department	312 Status	302 Status	Latest Report
Facility	abc	Facility	Address	All ▾		City	LEPC	Fire	All ▾	All ▾	
1671	ABC Facility	<a href="#">ABC Facility Main (ID: 1671)</a>	Main Street, Reading, PA 19605	Berks	Active	Reading	Berks County LEPC	Blandon Fire Co	Unknown	Unknown	2014 Tier II Report Annual (Initiated)

Total Results:1 Rows per page 10 ▾

Click to update previously submitted Tier II Report

# List of Submissions



This is where you can change your facility status.

- Chemical storage quantity changes to below TPQ
- Close of business



Indiana Emergency Response Commission  
Phone :

Online TIER II MANAGER™ Tier

Welcome Marc, NHL Pro Last Login:

- Home
- Facilities
- Incident Reports
- My Account
- Billing

## Back List Submissions

To create and submit a new report, click on the "Add a New Annual/Revision/Update Report" button. To continue work on a previously started submission, click on the name of the report in the list. To view a previously completed and submitted report, click on the icon under the "view" column next to the report.

### Jagr1 (Facility ID: 110256)

1818 W. Jefferson St., Indianapolis, IN 46100, United States  
Status: Active Type: Facility

Jagr1 stores EHS over TPQ  
Jagr1 stores DHS Chemicals of Interest

[Change Facility Status](#)

#### Reports

[Add a New Annual/Revision/Update Report](#)

#### Tier II Report (312 Annual Report)

Report ID	Report (Click to Edit Reports)	Status	Signed By	Signed Date	Submission Type	View
5081	<a href="#">2014 Tier II Report Annual</a>	Initiated			Online	

#### 302 Reports

Report ID	Report (Click to Edit Reports)	Status	Signed By	Signed Date	Submission Type	View
No items to be listed						

#### 311 Reports

Report ID	Report (Click to Edit Reports)	Status	Signed By	Signed Date	Submission Type	View
No items to be listed						

[Back to List of Facilities](#)



# Start Report

## Choose Report Type and Report Class

Phone: Log Out


[Home](#)
[Facilities](#)
[Incident Reports](#)
[My Account](#)
[Billing](#)

### Start a New Report

kellyhouse (Facility ID: 110260)

123 Main st, Noblesville, IN 46060, United States  
Contact: 317-773-0009  
Type: Facility

### Choose a Report Type (click on button next to selection)

- Tier II Report (312 Annual Report)**  
Facilities covered by Emergency Planning and Community Right-to-Know Act (EPCRA) requirements must submit an Emergency and Hazardous Chemical Inventory Form to the Local Emergency Planning Committee (LEPC), the State Emergency Response Commission (SERC), and the local fire department annually by March 1 covering activities at the facility during the previous calendar year.
- 302 Reports**  
Section 302 of Title III of the Superfund Amendments and Reauthorization Act of 1986 (SARA Title III) requires that owners or operators of facilities notify the State Emergency Response Commission (SERC) and their Local Emergency Planning Committee (LEPC) if they have on site an EHS in an amount equal to or greater than its threshold planning quantity (TPQ).
- 311 Reports**  
Section 311 requires facilities that have SDSs for chemicals held above certain quantities to submit either copies of their SDSs or a list of SDS chemicals to SERC, LEPC, and local fire department.

### Choose a Report Class (click on button next to selection)

**IMPORTANT: You must select ANNUAL for 2015 to complete your requirements this year!**

- Annual** for  Applies to the 2015 EPCRA Section 312 Annual Reporting of Chemical Inventory for chemicals onsite during the **previous** calendar year.
- Revision** Revisions should be submitted to correct errors or omissions in already submitted reports.
- Update** for  Updates should be submitted to capture changes to facility contacts or chemical quantities/locations onsite during the **current** calendar year.

Cancel

When filing the Annual Tier II Report select "2016"



# Choose Report Type and Report Class

## Start a New Report

kellyhouse (Facility ID: 110260)

123 Main st, Noblesville, IN 46060, United States  
Contact: 317-773-0009  
Type: Facility

## Choose a Report Type (click on button next to selection)

### Tier II Report (312 Annual Report)

Facilities covered by Emergency Planning and Community Right-to-Know Act (EPCRA) requirements must submit an Emergency and Hazardous Chemical Inventory Form to the Local Emergency Planning Committee (LEPC), the State Emergency Response Commission (SERC), and the local fire department annually by March 1 covering activities at the facility during the previous calendar year.

### 302 Reports

Section 302 of Title III of the Superfund Amendments and Reauthorization Act of 1986 (SARA Title III) requires that owners or operators of facilities notify the State Emergency Response Commission (SERC) and their Local Emergency Planning Committee (LEPC) if they have on site an EHS in an amount equal to or greater than its threshold planning quantity (TPQ).

### 311 Reports

Section 311 requires facilities that have SDSs for chemicals held above certain quantities to submit either copies of their SDSs or a list of SDS chemicals to SERC, LEPC, and local fire department.

## Choose a Report Class (click on button next to selection)

**IMPORTANT: You must select ANNUAL for 2015 to complete your requirements this year!**

Annual for **2015** ▾ Reports should be submitted to meet EPCRA Section 312 Annual Reporting of Chemical Inventory for chemicals onsite during the **previous calendar year**.

Revision Report **2014** ▾ Reports should be submitted to correct errors or omissions in already submitted reports.

Update for **2012** ▾ Updates should be submitted to capture changes to facility contacts or chemical quantities/locations onsite during the **current calendar year**.

2011  
2010  
2009  
2008  
2007

Cancel

When filing the Annual Tier II Report select "2016"





# Add Facility

2 Enter Facility Info and click Save

If you do not know which fire department to choose please contact your LEPC or our team and we will help you

Facility Identification No special character & punctuations (-, \_, /, #, \$, & )

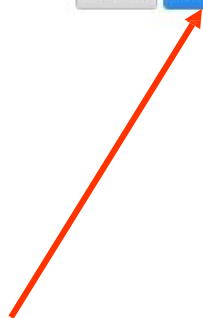
Location & Nature of Business | Owner/Operator | Mailing/Billing Address

Company Name \* Facility Name \*  
Facility ID  
Street 1 \* Street 2  
Country \* City \*  
State \* Zip Code \*  
County \* Municipality  
Latitude (in decimal degrees) \* Longitude (in decimal degrees) \*  
LEPC \* Fire Department \*  
Other Fire Departments responding to this site

NAICS \* Nature of Business \*  
Manned/Unmanned \*  
Dun & Brad No  
Number of Full Time Employees  
SIC Code

Get Coordinates in Decimal Degrees | DMS Conversion Tool

Cancel Save



# Add Facility

3

Enter Owner/Operator details and click Save

## Facility Identification Details

ABC Facility Main (Facility ID: 1673)  
Main Street, Reading, PA 19605, United States  
Type: Facility

Location & Nature of Business | **Owner/Operator** | Mailing/Billing Address

## Direct Site Communication

Enter general information for direct contact at the facility site (ex. Reception or Guard house) or if unmanned, next best contact.

### Pick Facility Contact

Phone *	24 Hr phone
<input type="text" value="484-949-4944 x"/>	<input type="text"/>
Fax	Website (ex. http://www.yourcompany.com)
<input type="text"/>	<input type="text"/>

## Parent Company

If you enter an address outside of the US or Canada, enter the state/province name in the State field.

### Pick Parent Company Contact

Parent Company Name	Dun & Brad Number
<input type="text"/>	<input type="text"/>
Street Address	Country
<input type="text"/>	<input type="text" value="United States"/>
City	State
<input type="text"/>	<input type="text" value="Pennsylvania"/>
Zip Code	Phone Number
<input type="text"/>	<input type="text"/>
Email	
<input type="text"/>	

## Owner/Operator Mailing Address and Contact Details

If you enter an address outside of the US or Canada, enter the state/province name in the State field.

### Pick Owner/Operator Contact Copy Facility Address

Owner/Operator Name*	EIN
<input type="text" value="berks"/>	<input type="text"/>
Street 1*	Street 2
<input type="text" value="2125 Center Ave"/>	<input type="text"/>
Country*	City*
<input type="text" value="United States"/>	<input type="text" value="Fort Lee"/>
State*	Zip Code*
<input type="text" value="Pennsylvania"/>	<input type="text" value="90876"/>
Owner/Operator Phone*	24 Hour Phone
<input type="text" value="201-302-9494"/>	<input type="text"/>
Owner/Operator Email*	
<input type="text" value="test@idsinternational.com"/>	

Cancel Save

No special character & punctuations (-, \_, /, #, \$, & )  
Avoid capitalization when entering website address

# Add Facility

4 Enter Mailing Address details and click Save

## Facility Identification Details

brown oil name (Facility ID: 110254)

street 1, city, IN 23343-24, United States  
Contact: 234-324-3223,  
Type: Facility

- Location & Nature of Business ✓
- Owner/Operator ✓
- Mailing/Billing Address ✓

## Mailing Address

If you enter an address outside of the US or Canada, enter the state/province name in the State field.

Copy Physical Address

Company Name*	Attention	Street 1*	Street 2
<input type="text" value="brown oil comp"/>	<input type="text"/>	<input type="text" value="street 1"/>	<input type="text"/>
Country*	City*	State*	Zip Code *
<input type="text" value="United States"/>	<input type="text" value="city"/>	<input type="text" value="Indiana"/>	<input type="text" value="23343-24"/>
Phone *			
<input type="text" value="234-324-4234 x3"/>			

Cancel Save





# REPORT HOMEPAGE



# Completed Facility Information

1. Facility Information
2. Chemical Inventory
3. Subject to Status
4. Report Contacts
5. Attachments
6. Fee Exemption
7. Fee Summary
8. Certification

Back Edit Report Homepage for ABC Facility Main (ID: 1673) List Submissions

Step 1 ✓ Step 2 ⚠ Step 3 ⚠ Step 4 ⚠ Step 5 ⚠ Step 6 ⚠ Step 7 ⚠ 0 Notes

Report

2014 Annual Tier II Report (ABC Facility Main) - 5604046 Print Report

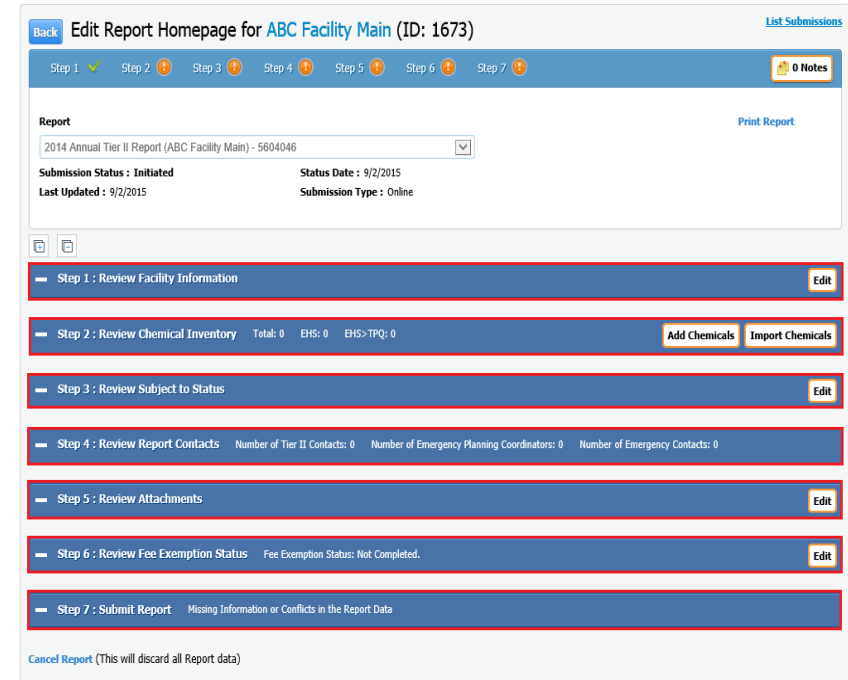
Submission Status : Initiated Status Date : 9/2/2015  
Last Updated : 9/2/2015 Submission Type : Online

- Step 1 : Review Facility Information Edit
- Step 2 : Review Chemical Inventory Total: 0 EHS: 0 EHS>TPQ: 0 Add Chemicals Import Chemicals
- Step 3 : Review Subject to Status Edit
- Step 4 : Review Report Contacts Number of Tier II Contacts: 0 Number of Emergency Planning Coordinators: 0 Number of Emergency Contacts: 0
- Step 5 : Review Attachments Edit
- Step 6 : Review Fee Exemption Status Fee Exemption Status: Not Completed. Edit
- Step 7 : Submit Report Missing Information or Conflicts in the Report Data

Cancel Report (This will discard all Report data)

# Chemical Inventory

1. Facility Information
2. Chemical Inventory
3. Subject to Status
4. Report Contacts
5. Attachments
6. Fee Exemption
7. Fee Summary
8. Certification



Back Edit Report Homepage for ABC Facility Main (ID: 1673) List Submissions

Step 1 ✓ Step 2 ⚠ Step 3 ⚠ Step 4 ⚠ Step 5 ⚠ Step 6 ⚠ Step 7 ⚠ 0 Notes

Report

2014 Annual Tier II Report (ABC Facility Main) - 5604046 Print Report

Submission Status : Initiated Status Date : 9/2/2015  
Last Updated : 9/2/2015 Submission Type : Online

Step 1 : Review Facility Information Edit

Step 2 : Review Chemical Inventory Total: 0 EHS: 0 EHS>TPQ: 0 Add Chemicals Import Chemicals

Step 3 : Review Subject to Status Edit

Step 4 : Review Report Contacts Number of Tier II Contacts: 0 Number of Emergency Planning Coordinators: 0 Number of Emergency Contacts: 0

Step 5 : Review Attachments Edit

Step 6 : Review Fee Exemption Status Fee Exemption Status: Not Completed. Edit

Step 7 : Submit Report Missing Information or Conflicts in the Report Data

Cancel Report (This will discard all Report data)



# Chemical Rules

1. If you select an EHS CAS number from the lookup, then the EHS check box on the Add Chemical page will be automatically checked
2. EHS must be reported as Pure
3. When reporting a Mixture, enter both the product CAS and component CAS numbers
4. ***System calculates the TPQ across the facility by aggregating the EHS amount in Pure and Mixtures and identifying if it is above or below the threshold***

# Enter Chemical Inventory

1

- Add a new chemical record never entered in the system
- Import chemical name/CAS from another facility in company account
- Edit an existing chemical record in the facility
- Delete an existing chemical record in the facility

Step 3 : Chemical Inventory Total: 1 EHS: 1 EHS>TPQ: 0

**Add Chemicals** **Import Chemicals**

### Chemical List

Back ▾ All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z Other

CAS No	Chemical Name	Pure/Mix	EHS	EHS Exceeds TPQ	Max Amt Stored	Edit	Delete	Is Valid
			All ▾					
7782505	CHLORINE	Pure	EHS	No	10 lbs			

Total Results:1 Rows per page 10 ▾



# Enter Chemical Inventory

2a Enter Chemical manually or use the CAS/Chemical lookup

Chemical Description

Search by CAS/Chemical Name

2b Pick result from the lookup listing

## Chemical List

The chemical list is for lookup purposes only. It is not a complete, verified chemical list. If you find a discrepancy between your data and the search results, please research further before certifying. Chemicals with the same CAS number may appear several times since they are known by several names. Double click on the chemical to select it and populate it to the screen.

CAS No	Chemical Name	IS EHS	EHS Name	Threshold Planning Quantity	Reporting Quantity
CAS	CHLORINE	Ye ▼	EHS		
7782505	CHLORINE	Yes	Chlorine	100	10
7782505	CHLORINE MOL.	Yes	Chlorine	100	10
7782505	CHLORINE MOLECULE (CL2)	Yes	Chlorine	100	10
51832	CHOLINE CHLORINE CARBAMATE	Yes	Carbachol chloride	500/10,000	500
7782505	DIATOMIC CHLORINE	Yes	Chlorine	100	10
7782505	DICHLORINE	Yes	Chlorine	100	10
7782505	MOLECULAR CHLORINE	Yes	Chlorine	100	10

Total Results:7 Rows per page 10 ▼

# Enter Chemical Inventory


3a

CAS Number and Chemical Name are populated once you choose from the Search results listing

Chemical Description

[Search by CAS/Chemical Name](#)

CAS Number (If no CAS, type N/A) \*  Chemical Name \*

Chemical Added to Site Date  

Substance is Trade Secret Trade Secret Proof

Chemical State

[Check all that apply](#)

State \*  
 Solid  Liquid  Gas

Chemical Format

Pure/Mixture \*  
 Pure  Mixture

EHS Name [Search by EHS Name](#)  
 EHS



# Enter Chemical Inventory

3b

If you enter an EHS with a two TPQ values, you will need to select more details about the format of the chemical. Each format must be reported separately.

This is an EHS with 2 TPQ values. You must report all states separately. Please indicate which state you are reporting. Choose only one: (1) powder with particle size < 100 microns, (2) in solution, (3) molten form, (4) solid with particle size  $\geq$  100 microns.

- Powder with particle size < 100 microns
- In solution
- Molten form
- Solid with particle size  $\geq$  100 microns

# Enter Chemical Inventory

4 Complete each column and click Save

## Chemical Details

### ABC Facility Main (Facility ID: 1671)

Main Street Reading, Pennsylvania 19605  
Contact: 894-484-9494 x 9  
Type: Facility

### Notes on Reporting Chemicals

1. Pure Chemicals and Mixture Chemicals must be reported separately.
2. If reporting an EHS chemical only, mark as "Pure". If the EHS is a part of a Mixture, enter the product name in "Chemical Name", check "Mixture" and enter the EHS (and other Ingredients) in the "Mixture Component List".

Chemical Description Inventory & Storage

## Chemical Description

### Search by CAS/Chemical Name

CAS Number (If no CAS, type N/A) \*  Chemical Name \*

Chemical Added to Site Date

Substance is Trade Secret Trade Secret Proof

## Chemical State

### Check all that apply

State \*  Solid  Liquid  Gas

## Chemical Format

### Pure/Mixture \*

Pure  Mixture

### EHS Name [Search by EHS Name](#)

EHS

See Notes on Reporting Chemicals at top of this page.

## Physical and Health Hazards \*

### Check all that apply

- Fire
- Sudden Release of Pressure
- Reactivity
- Immediate(Acute)
- Delayed(Chronic)

### MSDS/SDS

Attach MSDS/SDS

This is where you upload your SDS attachments. If previously submitted it will be automatically included.

Cancel Save

# Enter Chemical Inventory

5

If you select Mixture, then the Mixture section will display at the bottom

1. Answer the question about whether mixture components contain an EHS  
If Yes, the EHS component must be reported. If No, then mixture reporting is voluntary
2. Click Search icon to search for CAS number and Chemical Name or manually enter the information
3. Enter the Percentage
4. Click on Save Mixture Component button
5. Click Save at the bottom if you are done adding mixture components

## Add Mix Components

Search by CAS/ Chemical Name

CAS Number (If no CAS, type N/A)

Chemical Name

EHS

EHS Name Search by EHS Name

See Notes on Reporting Chemicals at top of this page.

Maximum Amount Percentage

Save Mixture Component



Cancel

Save

# Enter Chemical Inventory




6

## Complete Storage and Inventory Section



Chemical Description  Inventory & Storage 

### Chemical Inventory

**Gals To Lbs Converter**

Maximum Daily Amount *	Unit	Maximum Daily Amount Code *	<b>Gals To Lbs Converter</b>	Maximum Amount in Largest Container	Unit
<input type="text" value="1500"/>	Pounds 	[04] 1,000-4,999 	<input type="text"/>	Pounds 	

**Gals To Lbs Converter**

Average Daily Amount *	Unit	Average Daily Amount Code *
<input type="text" value="1500"/>	Pounds 	[04] 1,000-4,999 

Number of Days Onsite \*

Is the chemical reported voluntarily because its inventory is below reporting threshold? \*

Yes

No



# Gallons Converter

6a

## Chemical Inventory

**Gals To Lbs Converter**

Maximum Amount Stored \*

Unit

Pounds ▼

## Gallons to Pounds Conversion Utility

Number of Gallons

Specific Gravity

Weight in Pounds

**Calculate**

**Paste back to Field**

# Storage Location

## Storage Location

To enter a storage location, complete info in the "Add Storage Location" section below, and click on "Add Storage Location". Repeat for additional locations for the substance.

### Storage Location List

No locations entered yet for this substance

#### Add Storage Location

Container Type  Pressure  Temperature

Storage Location is Confidential

Location

#### Gals To Lbs Converter

Storage Location Max Daily Amount  Unit  Location Description

Save Storage Location

Cancel Save

Use this to save multiple storage locations. Select "Save Storage Location" after entering each location.



# Enter Chemical Inventory

6b Click More Storage Locations link

1. Choose Container Type, Pressure, Temperature from the list
2. Check if the storage location is confidential
3. Enter the Location and Storage Amount
4. Click Save Storage Location
5. Click Save if you are done with adding Storage Locations

Add Storage Location

Container Type\* Tank inside building ▼ Pressure\* Less than ambient pressure ▼ Temperature\* Greater than ambient tempe ▼

Storage Location is Confidential

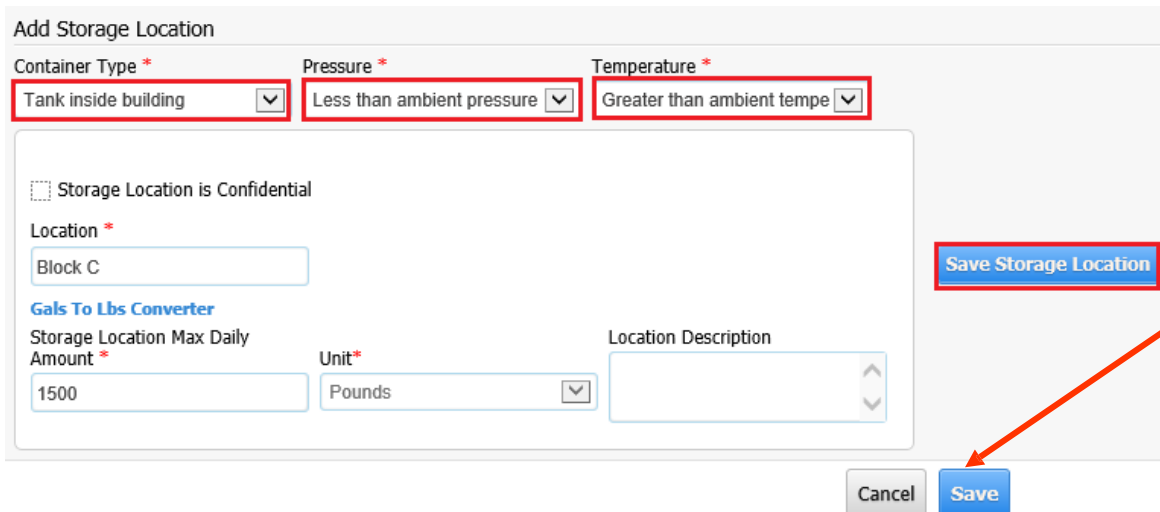
Location\* Block C

**Gals To Lbs Converter**

Storage Location Max Daily Amount\* 1500 Unit\* Pounds ▼ Location Description

Save Storage Location

Cancel Save





# Storage Amount Error



Indiana Emergency Response Commission  
Phone :

Online T  
Welcome

Home

Facilities

Incident Reports

My Account

Billing

Total Storage Amount should be greater than or equal to Maximum Daily Amount

## Inventory & Storage

kellyhouse (Facility ID: 110260)

123 Main st Noblesville, Indiana 46060  
Contact: 317-773-0009  
Type: Facility

Chlorine dioxide (10049044)

Mixture - 5,000.00 lbs - 2 Location(s)

Chemical Description Inventory & Storage

## Chemical Inventory

### Gals To Lbs Converter

Maximum Daily Amount *	Unit	Maximum Daily Amount Code*
<input type="text" value="5000"/>	Pounds ▼	[05] 5,000-9,999 ▼

### Gals To Lbs Converter

Maximum Amount in Largest Container	Unit
<input type="text" value="2000"/>	Pounds ▼

### Gals To Lbs Converter

Average Daily Amount *	Unit	Average Daily Amount Code *
<input type="text" value="500"/>	Pounds ▼	[03] 500-999 ▼

Number of Days Onsite \*



# Total Storage Location Amount Must Match Max Daily Amount

## Inventory & Storage

kellyhouse (Facility ID: 110260)

123 Main st Noblesville, Indiana 46060  
Contact: 317-773-0009  
Type: Facility

Chlorine dioxide (10049044)

Mixture - 5,000.00 lbs - 3 Location(s)

Chemical Description  Inventory & Storage

## Chemical Inventory

### Gals To Lbs Converter

Maximum Daily Amount \*  Unit  Maximum Daily Amount Code \*

### Gals To Lbs Converter

Maximum Amount in Largest Container  Unit

### Gals To Lbs Converter

Average Daily Amount \*  Unit  Average Daily Amount Code \*

Number of Days Onsite \*

Is the chemical reported voluntarily because its inventory is below reporting threshold? \*

- Yes  
 No

## Storage Location

To enter a storage location, complete info in the "Add Storage Location" section below, and click on "Save Storage Location". Repeat for additional locations for the substance.

### Storage Location List

Container Type	Pressure	Temperature	Storage Location	Confidential Location	Storage Location Max Daily Amount	Edit	Delete
[C]Tank inside building	[3]Less than ambient pressure	[6]Less than ambient temperature but not cryogenic	Shelter 2	No	2000 lbs		
[D]Steel drum	[1]Ambient pressure	[7]Cryogenic conditions	50	No	2000 lbs		
[B]Below ground tank	[2]Greater than ambient pressure	[6]Less than ambient temperature but not cryogenic	Area C	No	1000 lbs		

### Add Storage Location

Container Type \*  Pressure \*  Temperature \*

Storage Location is Confidential

Storage Location \*

Save Storage Location

### Gals To Lbs Converter

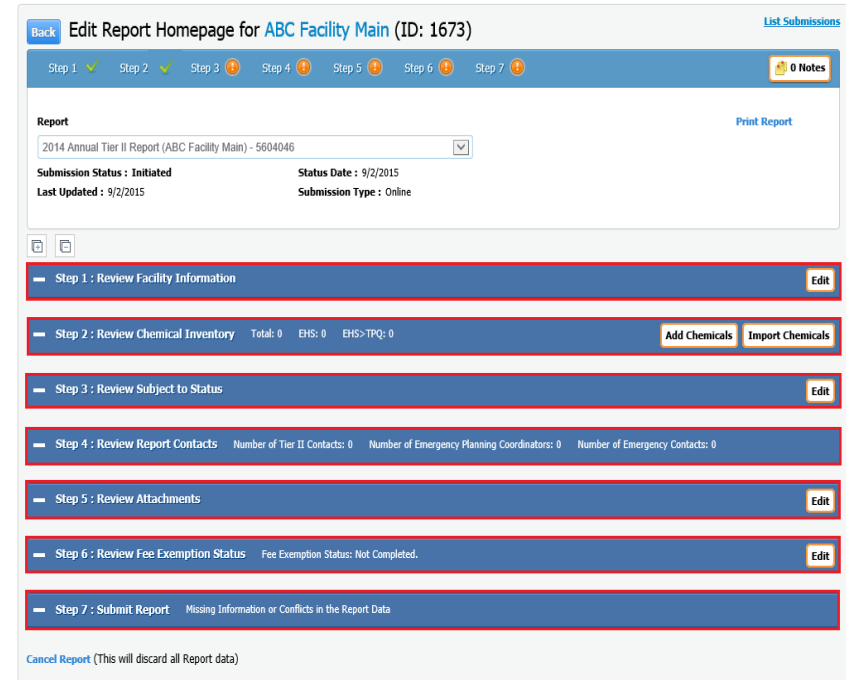
Storage Location Max Daily Amount \*  Unit \*

Cancel Save



# Subject to Status

1. Facility Information
2. Chemical Inventory
3. Subject to Status
4. Report Contacts
5. Attachments
6. Fee Exemption
7. Fee Summary
8. Certification



Back Edit Report Homepage for ABC Facility Main (ID: 1673) List Submissions

Step 1 ✓ Step 2 ✓ Step 3 ⚠ Step 4 ⚠ Step 5 ⚠ Step 6 ⚠ Step 7 ⚠ 0 Notes

Report 2014 Annual Tier II Report (ABC Facility Main) - 5604046 Print Report

Submission Status : Initiated Status Date : 9/2/2015  
Last Updated : 9/2/2015 Submission Type : Online

- Step 1 : Review Facility Information Edit
- Step 2 : Review Chemical Inventory Total: 0 EHS: 0 EHS>TPQ: 0 Add Chemicals Import Chemicals
- Step 3 : Review Subject to Status Edit
- Step 4 : Review Report Contacts Number of Tier II Contacts: 0 Number of Emergency Planning Coordinators: 0 Number of Emergency Contacts: 0
- Step 5 : Review Attachments Edit
- Step 6 : Review Fee Exemption Status Fee Exemption Status: Not Completed. Edit
- Step 7 : Submit Report Missing Information or Conflicts in the Report Data

Cancel Report (This will discard all Report data)

# Subject to Status

Enter EPCRA status to which the facility is subject.

- 312 Status is automatically marked Yes if submitting Tier II report
- 302 Status is automatically marked Yes if Chemical Inventory has an EHS over TPQ

Once completed, click Save.

## Subject to Status

**ABC Facility Main (Facility ID: 1671)**

Main Street, Reading, PA 19605, United States  
Contact: 894-484-9494 x 0  
Type: Facility

**EPCRA Section 312 (Annual Inventory)** Active  
The facility is subject to 312? [What is this?](#) \*  Yes  No

**EPCRA Section 302 (EHS Amt>TPQ)** Active  
The facility is subject to Emergency Planning under Section 302 of EPCRA (40 CFR part 355)? [What is this?](#) \*  Yes  No

**CAA Section 112(r) (RMP)** Unknown  
The facility is subject to Chemical Accident Prevention under Section 112(r) of CAA (40 CFR part 68, Risk Management Program)? [What is this?](#) \*  Yes  No  
RMP ID

**EPCRA Section 313 (TRI)** Unknown  
The facility is subject to Toxic Release Inventory under Section 313 of EPCRA (40 CFR Part 372) [What is this?](#) \*  Yes  No  
TRI Facility ID





# Steps #1, 2 & 3 Completed

Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7

Step 2: Review Chemical Inventory Total: 1 EHS: 1 EHS>TPQ: 1 Add Chemicals Import Chemicals

## Chemical List

All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z Other

CAS No	Chemical Name	Pure/Mix	EHS	Max Daily Amt (lbs)	EHS Exceeds TPQ	Edit	Delete	Is Valid	Last Modified Date
			All						
10049044	Chlorine dioxide	Mix	EHS	5000	Exceeds TPQ				1/20/2016 5:47:20 PM

Total Results:1 Rows per page 10

Step 3: Review Subject to Status Edit

The following statuses are reported by the Facility. These statuses may be changed based on Admin Review.

EPCRA Section 312  
(Annual Inventory)

Active

EPCRA Section 302  
(EHS Amt>TPQ)

Active

CAA Section 112(r)  
(RMP)

Inactive

EPCRA Section 313  
(TRI)

Inactive



# Top of Page

Home Facilities Incident Reports My Account Billing

[Back](#) Edit Report Homepage for **kellyhouse** (ID: 110260)

[List Submissions](#)

Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7

0 Notes

## Report

2014 Annual Tier II Report(kellyhouse) - 5093

**Submission Status : Initiated**

**Status Date : 1/20/2016**

**Last Updated : 1/20/2016**

**Submission Type : Online**

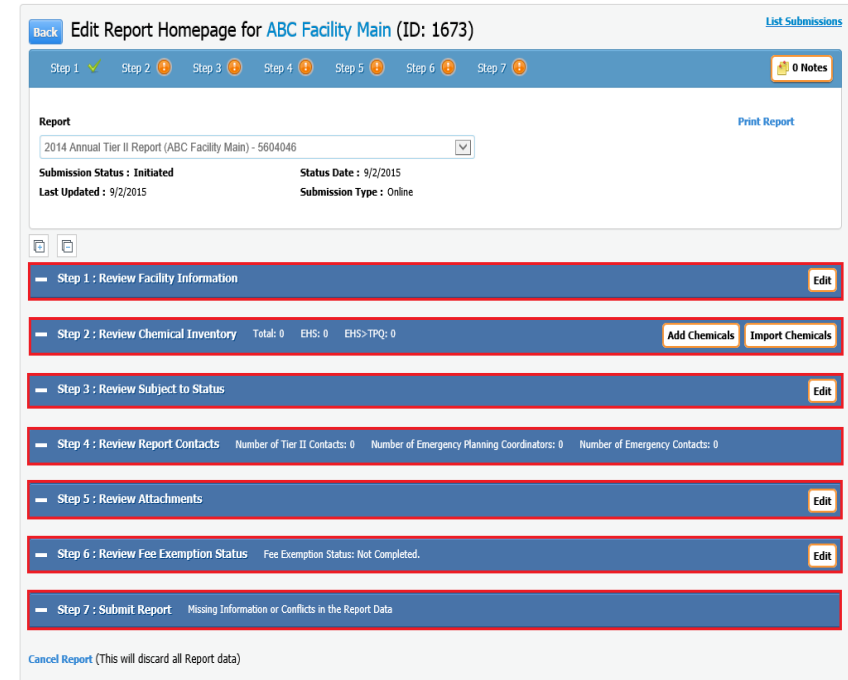
**Submitter Username : Pam Chadsey [pchadsey]**

[Print Report](#)

Scroll to top of page to print Tier II report with step completed information

# Report Contacts

1. Facility Information
2. Chemical Inventory
3. Subject to Status
4. Report Contacts
5. Attachments
6. Fee Exemption
7. Fee Summary
8. Certification



Back Edit Report Homepage for ABC Facility Main (ID: 1673) List Submissions

Step 1 ✓ Step 2 ⚠ Step 3 ⚠ Step 4 ⚠ Step 5 ⚠ Step 6 ⚠ Step 7 ⚠ 0 Notes

Report 2014 Annual Tier II Report (ABC Facility Main) - 5604046 Print Report

Submission Status : Initiated Status Date : 9/2/2015  
Last Updated : 9/2/2015 Submission Type : Online

Step 1 : Review Facility Information Edit

Step 2 : Review Chemical Inventory Total: 0 EHS: 0 EHS>TPQ: 0 Add Chemicals Import Chemicals

Step 3 : Review Subject to Status Edit

Step 4 : Review Report Contacts Number of Tier II Contacts: 0 Number of Emergency Planning Coordinators: 0 Number of Emergency Contacts: 0

Step 5 : Review Attachments Edit

Step 6 : Review Fee Exemption Status Fee Exemption Status: Not Completed. Edit

Step 7 : Submit Report Missing Information or Conflicts in the Report Data

Cancel Report (This will discard all Report data)





# Direct Communication Contact

## Facility Identification Details

kellyhouse (Facility ID: 110260)

2014 T

123 Main st, Noblesville, IN 46060, United States  
Contact: 317-773-0009,  
Type: Facility

- Location & Nature of Business ✓
- Owner/Operator ✓
- Mailing/Billing Address ✓

## Direct Site Communication

Enter general information for direct contact at the facility site (ex. Reception or Guard house) or if unmanned, next best contact.

### Pick Facility Contact

Phone *	24 Hr phone
<input type="text" value="317-773-0009 x_____"/>	<input type="text"/>
Fax	Website (ex. http://www.yourcompany.com)
<input type="text"/>	<input type="text"/>

## Owner/Operator Mailing Address and Contact Details

If you enter an address outside of the US or Canada, enter the state/province name in the State field.

[Pick Owner/Operator Contact](#) [Copy Facility Address](#)

Owner/Operator Name\*

Street 1\*  Street 2

Country\*  City\*

State\*  Zip Code\*

Owner/Operator Phone\*  24 Hour Phone

Owner/Operator Email\*



# Report Contacts

Complete Contacts information and click Save. Use the lookup tools to carry contacts over from other facilities in your account.

## ABC Facility Main (Facility ID: 1671)

Main Street, Reading, PA 19605, United States  
Contact: 894-484-9494 x 9  
Type: Facility

### Tier II Contact

Person knowledgeable of the information contained in the Tier II inventory form.

[Pick Tier II Contact](#)

First Name *	Last Name *	Title *	
Sharon	Wilson	EMA	
Email *	Phone *	24 Hr. Phone	Mobile/Pager
t@t.com	243423432423	32432432423	

The Regulatory Point of Contact will be contacted by response personnel. Do NOT list consultant/contractor as this contact.

### Emergency Planning Coordinator

Required only if Chemical inventory has Extremely Hazardous Substance quantities greater than the Threshold Planning Quantity

[Pick Emergency Planning Coordinator](#)

First Name	Last Name *	Title *	
Jennifer	Myers	EMA	
Email *	Phone *	24 Hr. Phone *	Mobile/Pager
t@t.com	243423432423	32432432423	

### Emergency Contacts

[Pick Emergency Contact](#)

First Name *	Last Name *	Title *	
Frank	Gordon	EMA	
Email *	Phone *	24 Hr. Phone *	Mobile/Pager
t@t.com	4324324333	3243243333	

[Pick Emergency Contact](#)

First Name *	Last Name *	Title *	
Sue	Soredon	EMA	
Email *	Phone *	24 Hr. Phone *	Mobile/Pager
t@t.com	4324324333	3243243333	

Cancel Save



# Steps #1, 2, 3 & 4 Completed

- Step 1 ✔
- Step 2 ✔
- Step 3 ✔
- Step 4 ✔
- Step 5 ⚠
- Step 6 ⚠
- Step 7 ⚠

## Step 3: Review Subject to Status

Edit

The following statuses are reported by the Facility. These statuses may be changed based on Admin Review.

<b>EPCRA Section 312 (Annual Inventory)</b>	Active	<b>EPCRA Section 302 (EHS Amt&gt;TPQ)</b>	Active
<b>CAA Section 112(r) (RMP)</b>	Inactive	<b>EPCRA Section 313 (TRI)</b>	Inactive

## Step 4: Review Report Contacts

Number of Tier II Contacts: 1    Number of Emergency Planning Coordinators: 1    Number of Emergency Contacts: 2

### Facility and Owner/Operator Contacts

Edit

Name	Contact Type	Phone	24 Hr Phone	Email	Move
Facility	Direct Site Communication	317-773-0009			
Pams Chemicals		317-234-5225		pchadsey@dhs.in.gov	

### Regulatory and Emergency Contacts

Edit

Name	Title	Contact Type	Phone	24 Hr Phone	Email	Delete	Move	Is Valid
pam chadsey	owner	Regulatory Point of Contact	317-555-5555	317-222-2232 x 2	pchadsey@dhs.in.gov			<span style="color: green;">✔</span>
tom jones	shop manager	Emergency Planning Coordinator	777-777-7777	777-777-7777	tomw@adrgdh.com			<span style="color: green;">✔</span>
ian Ewusi	Manager	Emergency Contacts	777-777-7777	777-777-7777	ian@tse.com			<span style="color: green;">✔</span>
tom jones	shop manager	Emergency Contacts	777-777-7777	777-777-7777	tomw@adrgdh.com			<span style="color: green;">✔</span>



# Attachments

1. Facility Information
2. Chemical Inventory
3. Subject to Status
4. Report Contacts
5. Attachments
6. Fee Exemption
7. Fee Summary
8. Certification

A screenshot of a web application interface for editing a report. The title is "Edit Report Homepage for ABC Facility Main (ID: 1673)". At the top, there is a progress bar with steps 1 through 7. Steps 1-4 are marked with green checkmarks, while steps 5, 6, and 7 are marked with orange exclamation marks. A "0 Notes" button is visible. Below the progress bar, there is a "Report" section with a dropdown menu showing "2014 Annual Tier II Report (ABC Facility Main) - 5604046" and a "Print Report" link. Below this, the "Submission Status" is "Initiated", "Status Date" is "9/2/2015", "Last Updated" is "9/2/2015", and "Submission Type" is "Online". A list of steps follows, each with an "Edit" button: "Step 1: Review Facility Information", "Step 2: Review Chemical Inventory" (with sub-totals: Total: 0, EHS: 0, EHS>TPQ: 0, and buttons for "Add Chemicals" and "Import Chemicals"), "Step 3: Review Subject to Status", "Step 4: Review Report Contacts" (with sub-totals: Number of Tier II Contacts: 0, Number of Emergency Planning Coordinators: 0, Number of Emergency Contacts: 0), "Step 5: Review Attachments", "Step 6: Review Fee Exemption Status" (with sub-status: Fee Exemption Status: Not Completed.), and "Step 7: Submit Report" (with sub-status: Missing Information or Conflicts in the Report Data). At the bottom, there is a "Cancel Report (This will discard all Report data)" link.



# Attachment Specifications

- ❑ Size limit for ALL files — 5 MB
- ❑ File Name without special character & punctuations (-, \_, /, #, \$, & no spaces)
- ❑ Types of allowed files
  - » **Site Plans** — bmp|doc|docx|gif|jpg|jpeg|jng|pdf|tif|tiff|txt|xls|xlsx|zip|zipx|png
  - » **Site Coordinate Abbreviation** — bmp|doc|docx|gif|jng|jpeg|jpg|pdf|png|tif|tiff|txt|xls|xlsx|zip
  - » **Safeguard Measures** — bmp|doc|docx|gif|jpg|jpeg|jng|pdf|tif|tiff|txt|xls|xlsx|zip|zipx
  - » **Facility Emergency Response Plans** — bmp|doc|docx|gif|jpg|jpeg|jng|pdf|tif|tiff|txt|xls|xlsx|zip|zipx
  - » **Safety Data Sheets (SDSs)** — bmp|doc|docx|gif|jpg|jpeg|jng|pdf|tif|tiff|txt|xls|xlsx|zip|zipx
  - » **Trade Secret** — bmp|doc|dxf|dwg|gif|jpeg|jpg|jng|tiff|tif|txt|xls|vsd|zip|pdf
  - » **Local Gov't Resource** — pdf|gif|jpg|bmp|doc|dxf|dwg|jpeg|jng|tiff|tif|txt|xls|vsd|zip|xlsx|docx|png

# Attachment Options



Indiana Emergency Response Commission  
Phone :

Online TIER II MANAGER  
Welcome Marc, NHL Pro Las

- Home
- Facilities
- Incident Reports
- My Account
- Billing

## Add/Edit Tier II Report Attachments

Jagr1 (Facility ID: 110256)

1818 W. Jefferson St., Indianapolis, IN 46100, United States  
Contact: 317-234-9696  
Type: Facility

Attachment	File	Browse File to Upload
Site Plan (Map) *		<input type="button" value="Choose File"/> No file chosen
Site Coordinate Abbreviations		<input type="button" value="Choose File"/> No file chosen
Safeguard Measures		<input type="button" value="Choose File"/> No file chosen
Facility Emergency Response Plan		<input type="button" value="Choose File"/> No file chosen

\*\* Siteplan required for Annual and Revision submission(s).

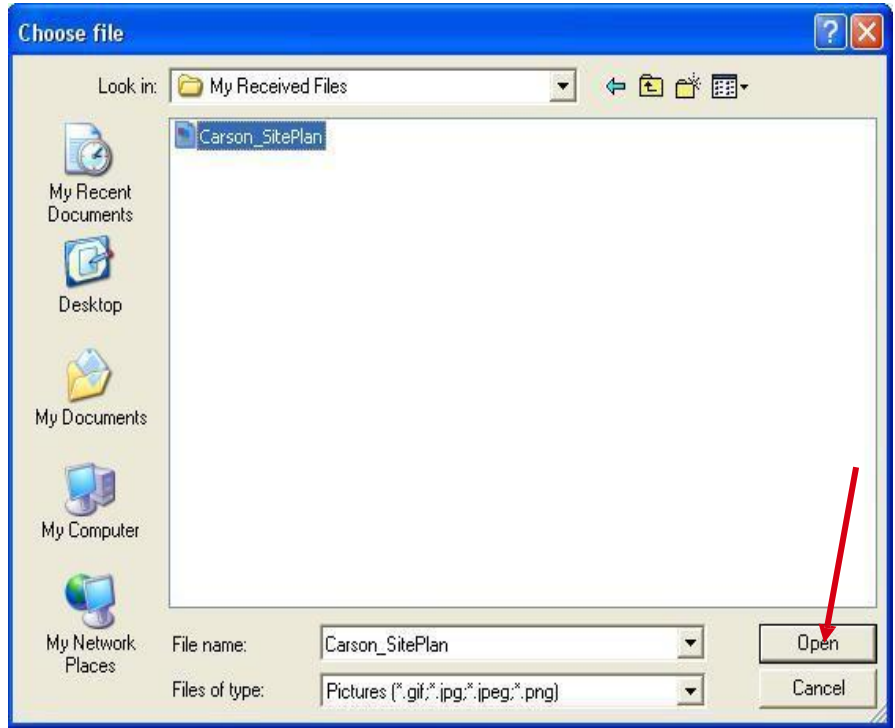
You can only attach a single file or multiple files zipped in to a single zip file. Also, the attachments do not overwrite each other so if you are uploading a new file you have to first remove the existing one by clicking on the "Remove" link next to the file name.

# Enter Attachments

1 To attach, start by clicking Browse.

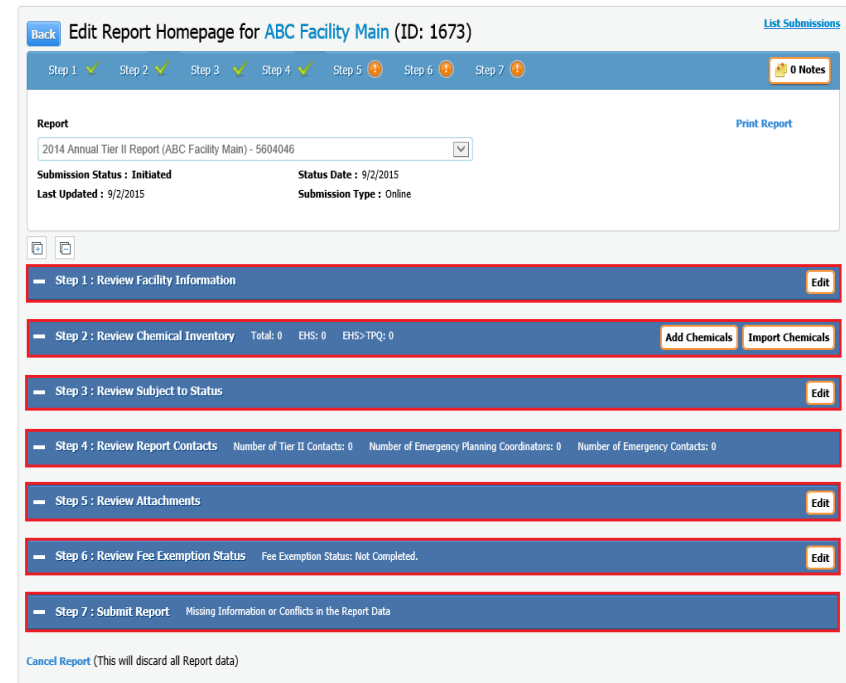
Attachment	File	Browse File to Upload	Sent as Hardcopy
Site Plan (Map) *		<input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/>
Offsite Response Plan (for SARA filers ONLY)		<input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/>

2 Identify the location of site plan on network. Click Open.



# Fee Exemption

1. Facility Information
2. Chemical Inventory
3. Subject to Status
4. Report Contacts
5. Attachments
6. Fee Exemption
7. Fee Summary
8. Certification



Back Edit Report Homepage for ABC Facility Main (ID: 1673) List Submissions

Step 1 ✓ Step 2 ✓ Step 3 ✓ Step 4 ✓ Step 5 ⚠ Step 6 ⚠ Step 7 ⚠ 0 Notes

Report 2014 Annual Tier II Report (ABC Facility Main) - 5604046 Print Report

Submission Status : Initiated Status Date : 9/2/2015  
Last Updated : 9/2/2015 Submission Type : Online

- Step 1 : Review Facility Information Edit
- Step 2 : Review Chemical Inventory Total: 0 EHS: 0 EHS>TPQ: 0 Add Chemicals Import Chemicals
- Step 3 : Review Subject to Status Edit
- Step 4 : Review Report Contacts Number of Tier II Contacts: 0 Number of Emergency Planning Coordinators: 0 Number of Emergency Contacts: 0
- Step 5 : Review Attachments Edit
- Step 6 : Review Fee Exemption Status Fee Exemption Status: Not Completed. Edit
- Step 7 : Submit Report Missing Information or Conflicts in the Report Data

Cancel Report (This will discard all Report data)



# Fee Exemption



## Fee Exemption Questionnaire

ABC Facility Main (Facility ID: 1673)

2014 Tier II Report Annual

Main Street, Reading, PA 19605, United States  
Contact: 484-949-4944  
Type: Facility

This facility does not have exemption information entered for the year 2014. Please complete each question and click submit.

### 1. Is the facility owned by a government agency?

Yes

You must submit a Tier II Report to the State Emergency Response Commission, the LEPC, and the Local Fire Department if the threshold planning quantity (TPQ) is exceeded for any extremely hazardous substance or any hazardous substance.

No

### 2. Is it a State of Local Government entity?

Yes

You are not required to submit a Tier II Report to the State Emergency Response Commission, the LEPC and the Local Fire Department. However, you are encouraged to voluntarily submit a Tier II Report so the information will be available in case of an emergency.

No

### 3. Is the facility a retail gas station?

Yes

If you: Store your gasoline or diesel fuel entirely underground and you are in compliance with Underground Storage Tank (UST) requirements, and you store less than 75,000 gallons of gasoline (all grades) and less than 100,000 gallons of diesel fuel, Then, you are not required to provide a Tier II Report for gasoline and diesel fuel at your facility. You must submit a Tier II Report to the State Emergency Response Commission, the LEPC, and the Local Fire Department if the threshold planning quantity (TPQ) is exceeded for any other extremely hazardous substance or any hazardous substance, including kerosene or propane.

No

### 4. Is the facility a farm and are you a farmer whose principle residence is located on this farm?(You are not subject to fees.)

Yes

You are not required to submit a Tier II Report for chemicals used in routine agricultural operations. However, you are encouraged to voluntarily submit a Tier II Report so information will be available in case of emergency. There is no fee for voluntary reports.

No

### 5. Are you a charitable organization?(You are not subject to fees.)

Yes

You must submit a Tier II Report to the State Emergency Response Commission, the LEPC, and the Local Fire Department if the threshold planning quantity (TPQ) is exceeded for any extremely hazardous substance or any hazardous substance.

No

### 6. Is your facility a marina?(You are not subject to fees.)

Yes

You must submit a Tier II Report to the State Emergency Response Commission, the LEPC, and the Local Fire Department if the threshold planning quantity (TPQ) is exceeded for any extremely hazardous substance or any hazardous substance.

No

If your facility does not fall into either of the categories listed above, you must submit a Tier Two Report Form to the Emergency Management Agency, DirectLink Technology Center

Cancel Save

Complete the Exemption Questionnaire, then click Save





# Fee Summary

1. Facility Information
2. Chemical Inventory
3. Subject to Status
4. Report Contacts
5. Attachments
6. Fee Exemption
7. Fee Summary
8. Certification

A screenshot of a web application interface for editing a report. The title is "Edit Report Homepage for ABC Facility Main (ID: 1673)". At the top, there is a progress bar with seven steps: Step 1 (checkmark), Step 2 (checkmark), Step 3 (checkmark), Step 4 (checkmark), Step 5 (checkmark), Step 6 (checkmark), and Step 7 (warning icon). A "0 Notes" button is on the right. Below the progress bar, the "Report" section shows a dropdown menu with "2014 Annual Tier II Report (ABC Facility Main) - 5604046", a "Print Report" link, and submission details: "Submission Status: Initiated", "Status Date: 9/2/2015", "Last Updated: 9/2/2015", and "Submission Type: Online". The main content area consists of seven horizontal bars representing steps, each with an "Edit" button: Step 1: Review Facility Information; Step 2: Review Chemical Inventory (Total: 0, EHS: 0, EHS>TPQ: 0) with "Add Chemicals" and "Import Chemicals" buttons; Step 3: Review Subject to Status; Step 4: Review Report Contacts (Number of Tier II Contacts: 0, Number of Emergency Planning Coordinators: 0, Number of Emergency Contacts: 0); Step 5: Review Attachments; Step 6: Review Fee Exemption Status (Fee Exemption Status: Not Completed); Step 7: Submit Report (Missing Information or Conflicts in the Report Data). A "Cancel Report (This will discard all Report data)" link is at the bottom.



# Steps #1, 2, 3, 4, 5 & 6 Completed

- Step 1 ✓
- Step 2 ✓
- Step 3 ✓
- Step 4 ✓
- Step 5 ✓
- Step 6 ✓
- Step 7 ⚠

## Step 5: Review Attachments

Edit

Description	File	File Type
Site Plan	Desert.jpg	image/jpeg
Site Coordinate Abbreviations		
Safeguard Measures		
Facility Emergency Response Plan		

## Step 6: Review Fee Exemption Status

Fee Exemption Status: Not Exempt.

Edit

You have marked the following Exemption Reasons:

1. Is the facility a Federal, State, or Local Government facility?

- Yes
- No

2. Is the facility a Farm?

- Yes
- No

#2 Only applies to farmers. This does not include businesses who manufacture or sell farm supplies.

## Step 7: Submit Report

You are almost done!

If you want to make any more Changes, Click Edit above for the section(s) you want to change. Click the "Continue" button to proceed. Read notes on the next page to see if there are more requirements.

CONTINUE



# Payment Steps



Indiana Emergency Response Commission  
Phone :

Online TIER II MANAGER™ Tier II Reporting Year : 2014

Welcome Marc, NHL Pro Last Login: 12/28/2015, 09:22 AM

Log Out

- Home
- Facilities
- Incident Reports
- My Account
- Billing

## View Fee Summary

2014 Tier II Report Annual

Jagr1 (Facility ID: 110256)

1818 W. Jefferson St., Indianapolis, IN 46100, United States  
Contact: 317-234-9696  
Type: Facility

The Invoice Amount is calculated based on your report. Payment of the complete Invoice Amount is required for your report to be considered complete.

Reporting Period : 2014

Item	Rate	Quantity	Amount
Reporting Fee	100	1	100.00
Late Fee	100	1	100.00
Grand Total			200.00

Net balance as of Today: \$200

Pay Now

To proceed

Late fee

Based on the Fee Exemption status



# Payment Steps



Indiana Emergency Response Commission  
Phone :

Online TIER II MANAGER™ Tier II Reporting Year : 2014

Welcome Marc, NHL Pro Last Login: 12/28/2015, 09:22 AM

Log Out

- Home
- Facilities
- Incident Reports
- My Account
- Billing

Please do not click on the browser Back button.  
 Please print your Invoice by clicking [here](#)  
 Please note that the invoice does not display online payment convenience fees.



## Make a Payment

2014 Tier II Report Annual

Jagr1 (Facility ID: 110256)

1818 W. Jefferson St., Indianapolis, IN 46100, United States  
 Contact: 317-234-9696  
 Type: Facility

**Due Amount :** \$200.00

Amount Due is the total from the current invoice and any outstanding balances. For questions regarding your account balance, please call .

### Select payment method \*

- Online Payment-Credit Card/ACH

The Indiana Department of Homeland Security requests facilities pay their Tier II fees and any past due fees online. To make a payment, you will be redirected to the Value Payment Service website where you will have the option to pay via a variety of credit card types or e-check. If you are unable to complete your transaction online, please contact the Indiana Department of Homeland Security on .

Cancel Continue



Click for Invoice

Choose the payment method and select Continue



# Payment Steps

(Do not use your browser's "Back" button. Instead, please navigate using the buttons below.)

1

PAYMENT  
DETAILS

2

REVIEW  
INFORMATION

3

PAYMENT  
RECEIPT

## Account Information

Payment Type: Indiana Department of Homeland Security

Invoice Amount: Reporting fees \$200.00

## Payment Details

Select Payment Method\*

Payment Amount: \$ 200.00

Card Number\*

Expiration Month\*

Expiration Year\*

CVV\*

[What is CVV?](#)

## Billing Information

Check this if card address is international.

Cardholder First Name\*

Last Name\*

Billing Address\*

City\*

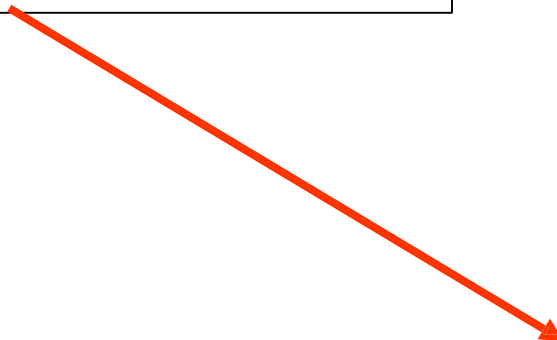
State\*

ZIP code\*

Contact Phone Number\*

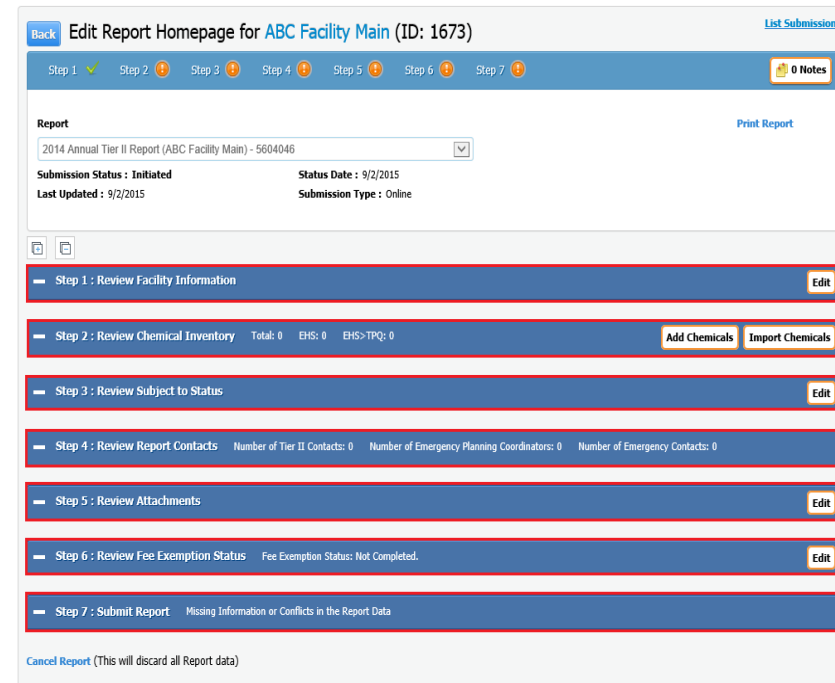
Email Address

Enter Payment Details and select Continue



# Certification

1. Facility Information
2. Chemical Inventory
3. Subject to Status
4. Report Contacts
5. Attachments
6. Fee Exemption
7. Fee Summary
8. Certification



Back Edit Report Homepage for ABC Facility Main (ID: 1673) List Submissions

Step 1 ✓ Step 2 ⚠ Step 3 ⚠ Step 4 ⚠ Step 5 ⚠ Step 6 ⚠ Step 7 ⚠ 0 Notes

Report

2014 Annual Tier II Report (ABC Facility Main) - 5604046 Print Report

Submission Status : Initiated Status Date : 9/2/2015  
Last Updated : 9/2/2015 Submission Type : Online

- Step 1 : Review Facility Information Edit
- Step 2 : Review Chemical Inventory Total: 0 EHS: 0 EHS>TPQ: 0 Add Chemicals Import Chemicals
- Step 3 : Review Subject to Status Edit
- Step 4 : Review Report Contacts Number of Tier II Contacts: 0 Number of Emergency Planning Coordinators: 0 Number of Emergency Contacts: 0
- Step 5 : Review Attachments Edit
- Step 6 : Review Fee Exemption Status Fee Exemption Status: Not Completed. Edit
- Step 7 : Submit Report Missing Information or Conflicts in the Report Data

Cancel Report (This will discard all Report data)





# Certification

Back Edit Report Homepage for Jagr1 (ID: 110256) Complete each step with a to submit your report. [List Submissions](#)

Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7 Step 8 0 Notes

**Report** [Print Report](#)

2014 Annual Tier II Report(Jagr1) - 5081

**Submission Status :** Initiated **Status Date :** 12/11/2015  
**Last Updated :** 12/11/2015 **Submission Type :** Online  
**Submitter Username :** Marc Torbeck [mtorbeck]



Preview/print report for accuracy before completing Certification details





# Tier II Report

## Tier II Emergency and Hazardous Chemical Inventory

**This report is IN PROGRESS and has not been certified.**

Reporting Period From January 1, 2014 to December 31, 2014

Annual  Update  Revised  Facility Information has changed from the last submission

<b>Facility Identification</b>		<b>Owner/Operator Details</b>	
Facility ID: 110256	LEPC: Jefferson County LEPC	Name: Bob W	
Facility Name: Jagr1	Lat/Long: 37.47-88.4	Address: 1818 W. Jefferson St.	
Company Name: NHL Pro	Maximum Occupants:	Indianapolis, IN 46100, United States	
Physical Location: 1818 W. Jefferson St., Indianapolis, IN 46100	Nature of Business:	Phone: 317-234-9696	Email: mtorbeck@dhs.in.gov
County: Jefferson	NAICS Code: 206948	<b>Parent Company Details</b>	
Fire Department: DEPUTY TWP VFD	SIC Code:	Name:	
Phone: 317-234-9696	Dun and Brad No:	Dun and Brad No:	
<input type="checkbox"/> Manned <input checked="" type="checkbox"/> Unmanned	EIN ID(Tax Number):	Address: IN , United States	
Email:	FTE:	Phone:	Email:
Subject to EPCRA Section 312 (Annual Inventory)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<b>Tier II Information Contact</b>	
Subject to Emergency Planning under Section 302 of EPCRA (40 CFR part 355)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name: Marc Torbeck	
Subject to Section 112r of Clean Air Act (CAA)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Title: The Great SARA Specialist	
RMP Facility ID:		Phone: 317-234-9696	24 Hr.Phone: 317-234-9696
Subject to EPCRA Section 313 (Toxic Release Inventory - TRI)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Email: mtorbeck@dhs.in.gov	
TRI Facility ID:		<b>Facility Emergency Planning Coordinator</b>	
<b>Mailing Address</b>		Name: Marc Torbeck	
Company Name: Pro NHL		Title: yep	
Attention:		Phone: 317-234-9696	24 Hr.Phone: 317-234-9696
Street Address 1: 1818 W. Jefferson St.		Email: mtorbeck@dhs.in.gov	
Street Address 2:			
City: Indianapolis	State: IN		
Zip: 46146	Phone: 317-234-9696		
Country: United States			
<b>Emergency Contacts</b>			
<b>Name</b>	<b>Title</b>	<b>Phone</b>	<b>24 Hr.Phone</b>
Rob Bob	haha	317-234-9696	317-945-9432
Ryan Jones	lol	234-323-4342	234-565-4324
<p>Certification and Attestation: I certify under penalty of law that I have personally examined and am familiar with the information and that based on my inquiry of those individuals responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete. The undersigned attests, subject to the penalties for perjury, that the undersigned is the Owner or Operator of this facility, or that the undersigned is the properly authorized representative, agent, member or officer of the Owner or Operator. I agree, and it is my intent, to sign this Tier II emergency and hazardous chemical inventory form ("Tier II Report") by accessing the Indiana Emergency Response Commission Online Tier II Manager™ portal using the secure password assigned to me and by electronically submitting this Tier II Report to the Indiana Emergency Response Commission. I understand that my submission of this Tier II Report in this fashion is the legal equivalent of having placed my handwritten signature on the submitted Tier II Report and the above Certification and Attestation.</p>			<p><b>Optional Attachments</b></p> <p><input checked="" type="checkbox"/> <a href="#">Site Plan</a></p> <p><input type="checkbox"/> Site Coordinate Abbreviations</p> <p><input type="checkbox"/> Other Safeguard measures</p> <p><input type="checkbox"/> Facility Emergency Response Plan</p>
Name and official title of owner/operator or authorized representative _____		Date Signed _____	Telephone Number _____
		Signature _____	



# Certification

## Certify Report

ABC Facility Main (Facility ID: 1673)

2014 Tier II Report Annual

Main Street, Reading, PA 19605, United States  
Contact: 484-949-4944  
Type: Facility

I certify under penalty of law that I have personally examined and am familiar with the information, and that based on my inquiry of those individuals responsible for obtaining the information, I believe that the submitted information is true, accurate and complete.

I understand that I am officially submitting this report and associated information to authorities. I also understand that once the submission is completed it will become an official archive for authorities.\*

Please [preview the Tier II Report before Submission](#)

Name of Owner/Operator or  
Authorized Representative \*

Jane Smith

Official Title \*

Director

Telephone Number \*

333-333-3333 x3

Date \*

09/02/2015

Cancel

Submit

Check Certification box and select Submit



# Notification of Certification To IERC, LEPC & Fire Dept

American Welding & Gas (Facility ID :110274) 2015 Tier II Annual Submission Certified - Online TIER II MANAGER™

To Sara Tier 2

**i** Follow up. Start by Tuesday, January 05, 2016. Due by Tuesday, January 05, 2016.

This is an automated message from the Online TIER II MANAGER™.

At 1/5/2016 8:34:43 AM, 2015 Tier II Report Annual was Certified by Username : jschoolcraft for American Welding & Gas, Facility ID : 110274.

The Tier II Report Report Submission ID is 5153.

← Tier II report completion

Perry Spencer Rural Telephone Coop., Inc. dba PSC (Facility ID: 110328) Subject To 312 Status Changed - Online TIER II MANAGER™

To Sara Tier 2

**i** Follow up. Start by Tuesday, January 05, 2016. Due by Tuesday, January 05, 2016.

This is an Automated Message from the Online TIER II MANAGER™.

At 01/05/2016, Subject to 312 Status was changed from Unknown to Active by User perryspencer for Perry Spencer Rural Telephone Coop., Inc. dba PSC (Facility ID: 110328).

← Status change to Active

Metal Fab Engineering, Inc. (Facility ID: 110301) Subject To 302 Status Changed - Online TIER II MANAGER™

To Sara Tier 2

**i** Follow up. Start by Tuesday, January 05, 2016. Due by Tuesday, January 05, 2016.

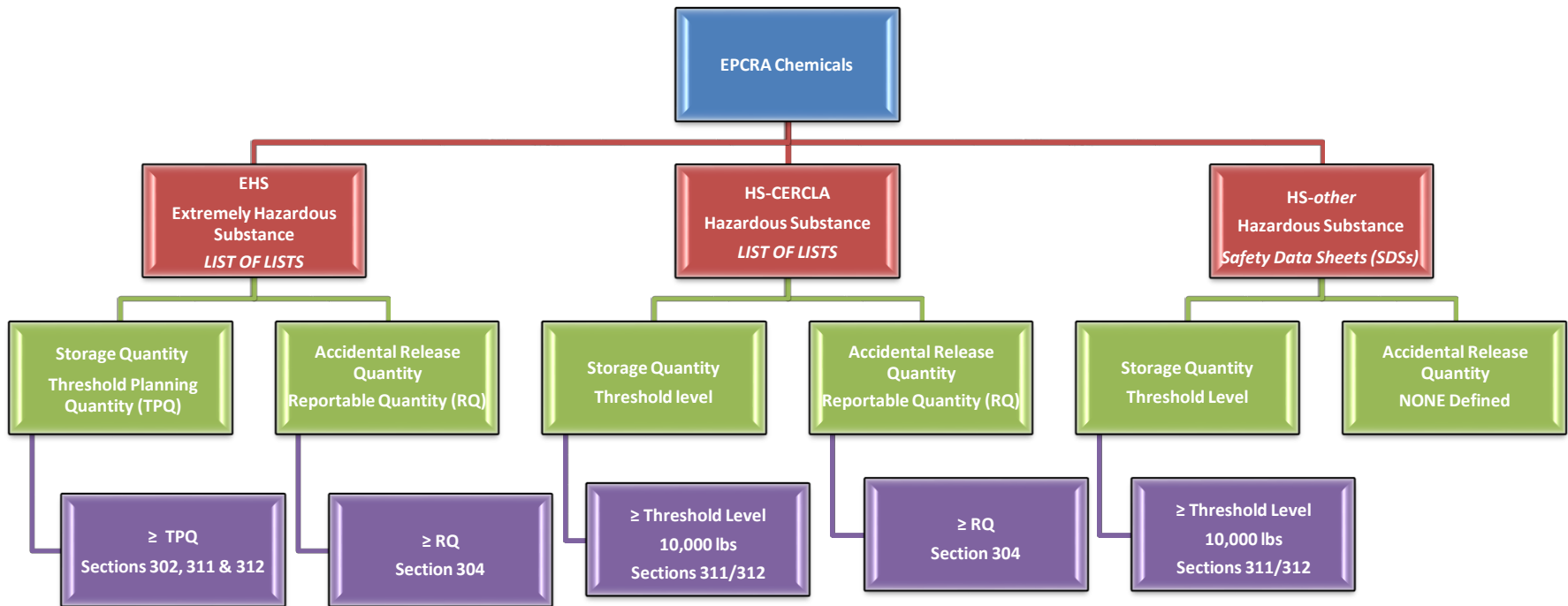
This is an Automated Message from the Online TIER II MANAGER™.

At 01/05/2016, Subject to 302 Status was changed from Active to Inactive by User Metalfab for Metal Fab Engineering, Inc. (Facility ID: 110301).

← Status change to Inactive

# EPCRA Chemical Storage, Release, TPQs and RQs...

## *Reporting Requirements at a glance*





# Indiana EPCRA Reporting

Sections 302, 304, 311 & 312

To the State, LEPC & Fire Depts

Online Portal for EPCRA Reporting

*Tier II Manager*

[www.in.gov/dhs/3893.htm](http://www.in.gov/dhs/3893.htm)

*Note: Facilities must, upon request, promptly provide the appropriate local emergency planning committee (LEPC) and/or fire department with jurisdiction over the facility their Tier II emergency and hazardous chemical inventory form information as required by IC 13-25-2-10(c).*

**To link username to previously submitted Tier II facilities,  
email facility names and ID numbers to [SARATr2@dhs.in.gov](mailto:SARATr2@dhs.in.gov),  
if you are a consultant or are reporting  
for multiple facilities**





# SARA Program Contact Information

- State program webpage: [www.in.gov/dhs/3893.htm](http://www.in.gov/dhs/3893.htm)
- Tier II Manager webpage: [www.tier2.dhs.in.gov](http://www.tier2.dhs.in.gov)
- Email: [SARATr2@dhs.in.gov](mailto:SARATr2@dhs.in.gov)
- Toll-free number: (855) 246-0065
- Krystal Hackney
  - SARA Program Specialist
  - [KHackney@dhs.IN.gov](mailto:KHackney@dhs.IN.gov) 317-234-9697
- Marc Torbeck
  - SARA Program Specialist
  - [Mtorbeck@dhs.IN.gov](mailto:Mtorbeck@dhs.IN.gov) 317-234-9696