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**STATE OF INDIANA**

DEPARTMENT OF HOMELAND SECURITY

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**TO:** Local Emergency Planning Committee (LEPC) Chairs

**FROM:** Ian Ewusi, Indiana Emergency Response Commission (IERC) Field Representative

**DATE:** January 15, 2009

**SUBJECT:** SARA Title Reporting III—Emergency Planning and Community Right-to-Know Act (EPCRA) Sections 302, 304, 311 & 312

You may already be aware of the US Environmental Protection Agency's (EPA) final rule on 40 CFR Parts 355 and 370 posted in the November 3, 2008, Federal Register. The rule provides amendments to emergency planning and notification (EPCRA section 302), emergency release notification (EPCRA section 304) and hazardous chemical reporting (EPCRA sections 311 & 312). The amendment provides the flexibility for states and LEPCs to collect EPCRA information from facilities in a specified format, including electronic. States and/or LEPCs may request that additional hazardous chemical information needed to develop emergency plans for communities be submitted in specific formats, but each format should at the very least contain/require the information required on the federal Tier II form.

In an effort to improve the efficacy of EPCRA reporting and make the process of submitting the required information easier, simpler, quicker, and more up-to-date with today's technology, the State of Indiana has instituted a new method of reporting. Beginning January 2009, all EPCRA section 302, 311 and 312 reporting will be done via the [myIDEM](#) regulatory services portal. The system allows facilities that have reported previously to edit/update their prior year's inventories and other facility information. Facilities reporting for the first time will also be able to use this system.

Please note that the state will no longer accept facility submissions through the Sara Title III online reporting application or Tier2 Submit. More information on reporting requirements is available on IDEM's [CRTK Reporting website](#) or at [www.in.gov/idem/5290.htm](http://www.in.gov/idem/5290.htm). All facilities will need to register for these online services by visiting the [myIDEM](#) regulatory portal.

LEPCs currently accepting Tier2 Submit may still require facilities in their counties to continue using this format as supported by EPA's final rule. The IERC anticipates that it will require electronic reporting from all facilities in the 2010 EPCRA reporting year. In short, paper EPCRA reporting from facilities will no longer be an accepted method of reporting. Additionally, the state is currently working to institute a one-step reporting process that entails facilities reporting to the state, and the state submitting their EPCRA reports to respective LEPCs and fire departments on their behalf. Instituting the new reporting system, requiring only electronic reports, and providing a one-time submission method for facilities would promote the following:

- Reduce or eliminate the "facility burden" associated with multiple EPCRA reporting
- Eliminate the bulky paper copies generated
- Streamline the reporting process
- Reduce the manpower required by facilities and the state to manage the submitted EPCRA records
- Provide electronic records for all reporting facilities that allows access for edits and updates at any time
- Allow facility chemical inventory information to be passed directly to LEPCs and fire departments

Thank you for your cooperation and assistance in this matter. If there are any questions or comments, please contact me at [iewusi@dhs.in.gov](mailto:iewusi@dhs.in.gov) or 317-695-2119.