



INDIANA DEPARTMENT OF HOMELAND SECURITY

TIER II MANAGER

FIRE DEPARTMENT HANDBOOK





- Superfund Amendments & Reauthorization Act (SARA TITLE III) Emergency Planning & Community Right-to-Know Act (EPCRA)
- Online Portal For Indiana EPCRA Reporting – *Tier 2 Manager*
www.in.gov/dhs/3893.htm

Tier II Manager Benefits

- One-Stop Reporting: Facilities no longer need to submit three separate Tier II reports to the state, LEPC, and fire departments. Submission through *Tier 2 Manager* satisfies reporting to all three entities (unless the LEPC and/or fire department requests paper Tier II reports from the facility)
- Manage Facility Chemical Inventory: LEPCs and fire departments can search for and delineate chemical types and quantities reported through the online portal for planning purposes
- Automatic Notifications: LEPCs and fire departments are instantly notified about facility notifications/updates.

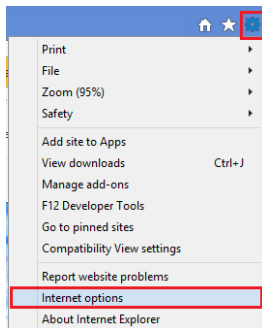
System Requirements

- 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
 - Adobe Acrobat Reader (free download)
 - Enable Javascript in your Browser (This should already be set in your browser)

Allow Pop-Ups in Internet Explorer Browser

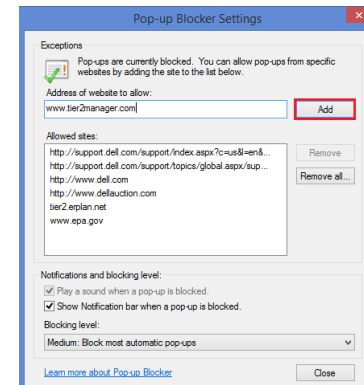
1

At the top-right, click the Tools Menu, then click Internet Settings.



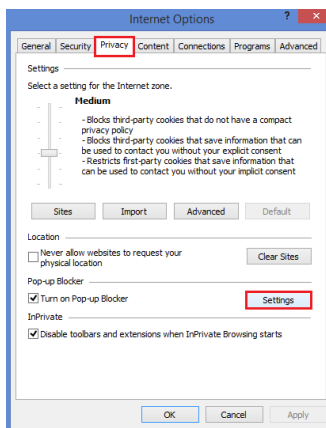
3

Type in the website then click Add.



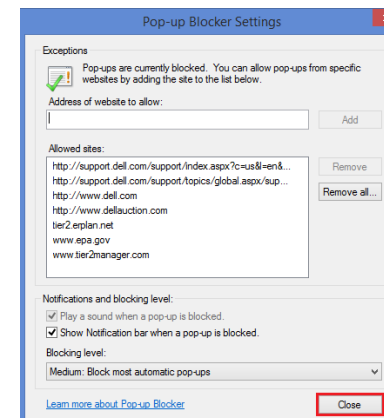
2

Select Privacy, then click Settings.



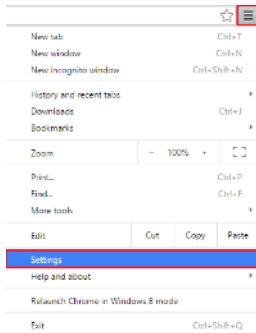
4

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

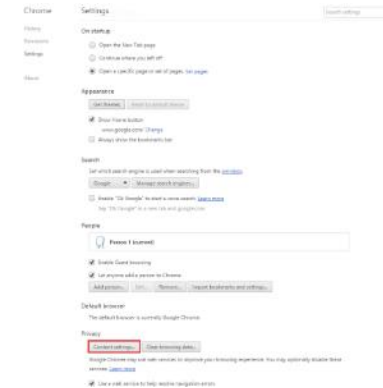


Allow Pop-Ups in Chrome Browser

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



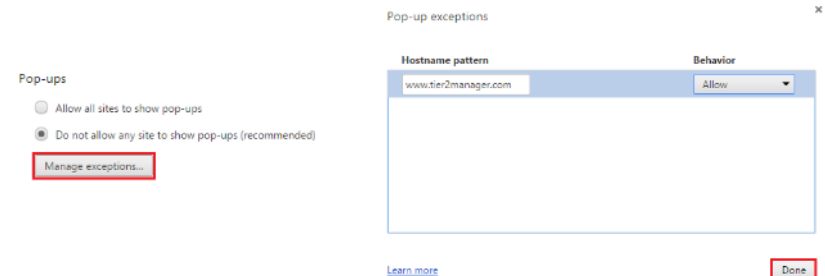
3 Under Privacy, click Content Settings.



2 Click Show Advanced Settings.



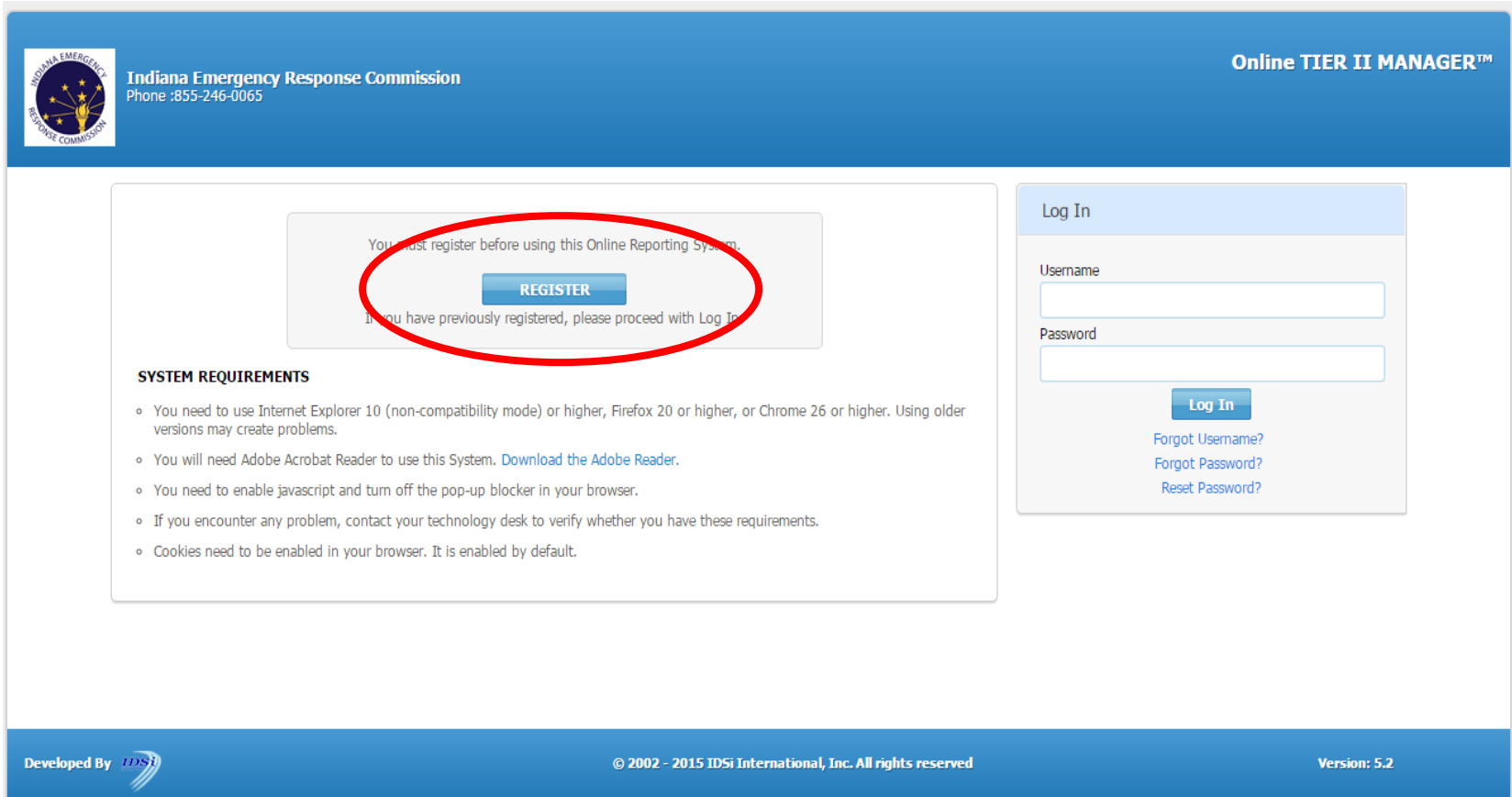
4 Click Manage Exceptions. Locate/add Website, set to Allow, then click Done.



New User Registration Steps

1

Click on Register.



The screenshot shows the 'Online TIER II MANAGER' web application. The header is blue with the Indiana Emergency Response Commission logo and contact information on the left, and the application title on the right. The main content area is white. In the center, a grey box contains a message: 'You must register before using this Online Reporting System.' Below this message is a blue 'REGISTER' button, which is circled in red. Below the message box, there is a section titled 'SYSTEM REQUIREMENTS' with a list of five bullet points. To the right of the main content area is a 'Log In' section with a light blue header. It contains two input fields for 'Username' and 'Password', a blue 'Log In' button, and three links: 'Forgot Username?', 'Forgot Password?', and 'Reset Password?'. The footer is blue and contains three items: 'Developed By' with the IDS logo, a copyright notice '© 2002 - 2015 IDS International, Inc. All rights reserved', and 'Version: 5.2'.

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?](#)

Developed By 

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Version: 5.2



New User Registration Steps

2 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*
Hint Question*	Hint Answer*	

User Contact

First Name*	Last Name*	Agency Name*	Department Name	Title*
Street 1*	Street 2	City*	State*	
Zip Code*	Country*	Phone*	Email*	Retype Email*

Roles and Access

- ☒ Statewide Data User (Access to All Jurisdictions)
☐ Other users (Access to Limited Jurisdictions)

Roles*

	Add	
	Remove	

Please enter the characters as shown*

R X R R 8

Log-In Name and Password

- One user account per Fire Department
- Passwords must be 8-15 alphanumeric characters
- Use generic Fire Department usernames e.g. ColumbusFD
- 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 you still cannot log into your account, contact the System Administrator. Once the account is disabled, only the System Administrator can enable the account.
- Must log in at least once a year or account will be Disabled

New User Registration Steps

3

County Users (LEPCs and Fire Departments) will be set up as 'Other Users' and will have access to their county's data.

1. Select 'Other User'. Appropriate roles will be displayed.
2. Select role for the account – Click the 'Add' button. The selections will move to the right box
 - Fire Departments select 'Jurisdiction Program User'
 - LEPCs are set as 'Jurisdiction Planner'
3. Select your county – Click the 'Add' button. The selections will move to the right box
4. Select 'Save'

Roles and Access

- ☐ Statewide Data User (Access to All Jurisdictions)
☒ Other users (Access to Limited Jurisdictions)

Roles*

Jurisdiction Program User

Add
Remove

Jurisdiction Planner

Select Primary Role*

Jurisdiction Planner

Access to LEPC/Municipality/County/City*

Adams
Bartholomew
Benton
Blackford
Boone
Brown

Add
Remove

Allen

Home
LEPC/Municipality/County/City*

Allen

Cancel

Back

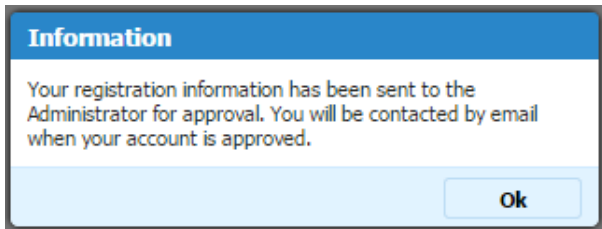
Save



New User Registration Steps

4

Click Save and wait for account approval email.



5

User and Admin receive registration email notification when account is approved.



Homescreen Menu Options

Indiana Emergency Response Commission
Phone : 855-246-0065

Summary

Hazard Reports | List Facilities | Incidents | Resources | List Plans | Update My Profile | Offline Reports

Summary Count of Facilities/Chemicals/EHS/EHS>TPQ by County

County Name	State Name	Number of Active Facilities	Number of Inactive Facilities	Number of EHS Chemicals	Number of 'EHS More than TPQ' Ch
Lake	Indiana	285	0	164	2
Grand Total		285	0	164.00	2.00

1. Click on [Hazard Reports](#) to launch chemical summary reports for the facilities.
2. Click on [List Facilities](#) in the menu to view a list of all facilities.
3. Click on [List Incidents](#) in the menu to view a list of all incidents reported.
4. Click on [Resources](#) to view a set of links, contacts, and other information to support your planning and response efforts. These are populated by the Administrator.



Homescreen Menu Options

Indiana Emergency Response Commission
Phone : 855-246-0065

Summary

Hazard Reports ▾ | List Facilities | Incidents | Resources | List Plans | Update My Profile | Offline Reports ▾

Summary Count of Facilities/Chemicals/EHS/EHS>TPQ by County

Al ABCDEFGHIJKLMNOPQRSTUVWXYZ Other

County Name	State Name	Number of Active Facilities	Number of Inactive Facilities	Number of EHS Chemicals	Number of 'EHS More than TPQ' Ch
Lake	Indiana	285	0	164	2
Grand Total		285	0	164.00	2.00

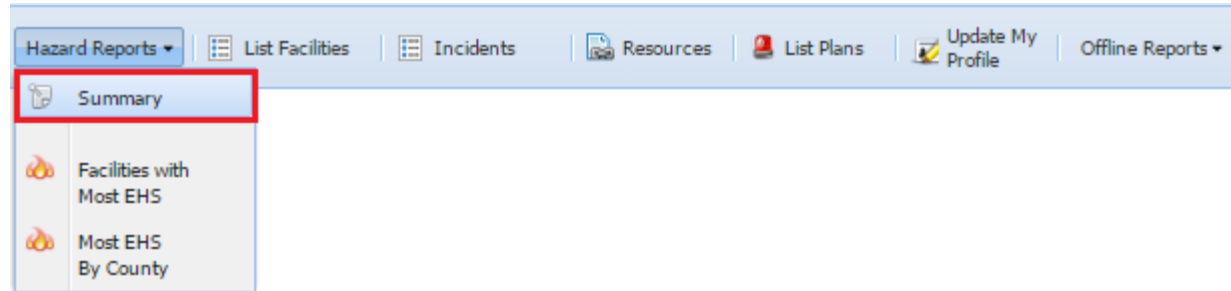
5. Click [List Plans](#) to view a listing of Offsite Response Plans. Use the workflow to manage these plans through the review process.
6. Click [Update My Profile](#) to manage your User Account.
7. Click on [Offline Reports](#) in the menu to access Reports that you have generated offline. Offline reports are created when a report has more than 200 chemicals (or other specified large number) and is generated during a scheduled period. You will be notified by email when the report is generated and you can go to this list to retrieve the report.



Hazard Reports – Summary

1

Select Summary from the Menu.



2

Displays a Summary Report for all Facility/Chemical counts in your county.

The screenshot shows the 'Summary' report interface. The title is 'Summary Count of Facilities/Chemicals/EHS/EHS>TPQ by County'. Below the title is a table with the following data:

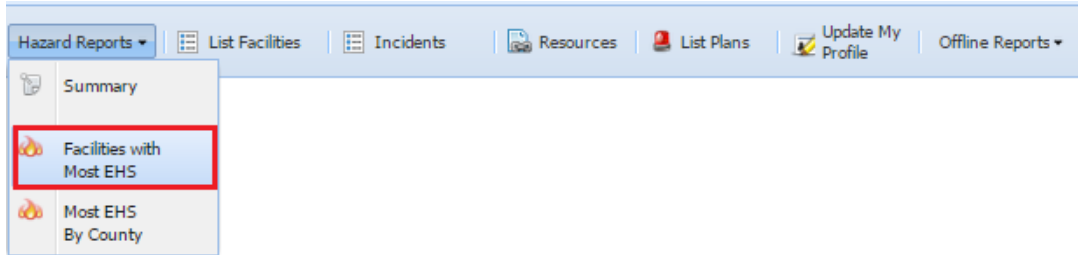
County Name	State Name	Number of Active Facilities	Number of Inactive Facilities	Number of EHS Chemicals	Number of 'EHS More than TPQ' Chemicals	Number of Incidents
Lake	Indiana	285	0	164	2	0
Grand Total		285	0	164.00	2.00	0

At the bottom right of the table, it says 'Total Results: 1 Rows per page 10'.

Hazard Reports – Most EHS

1

Select Facilities with Most EHS from the Menu.



2

Displays Facilities with the most Extremely Hazardous Substances by lbs.

Most EHS Facilities

Facility ID	Company Name	Facility Name	Maximum Daily EHS Amount (in lbs)	County	# of EHS Chemicals	# of EHS Exceeds TPO Chemicals	FacilityAddress
Facility ID	Company Name	Facility Name		All			FacilityAddress
11591	MICHAEL BAKER INTERNATIONAL	US Steel Corporation Gary Works	0	Lake	7	0	1 N Broadway Gary, IN 46402-
11992	IDSi	Solvay USA Incorporated	0	Lake	6	0	2000 Michigan St Hammond, IN 46320-1462
11567	IDSi	Cargill Incorporated	0	Lake	6	0	1100 Indianapolis Blvd Hammond, IN 46320-1094
11589	IDSi	BP Amoco Oil Company Whiting Refinery	0	Lake	5	0	2815 Indianapolis Blvd Whiting, IN 46394-
11555	IDSi	ArcelorMittal Indiana Harbor LLC	0	Lake	4	0	3001 Dickey Rd, Station 001 East Chicago, IN 46312-
11557	IDSi	ArcelorMittal USA Incorporated	0	Lake	4	0	3210 Watling St East Chicago, IN 46312-1721



List Facilities

- View/search all facilities within your county

Summary | List Facilities | Hazard Reports | List Facilities | List Plans | Update Profile

Select 'List Facilities'

Active Facilities

Search Chemicals

Company Name	Facility ID	Facility Name	Address	City	County	LEPC	Fire Department	Facility Status	Latest Report	EHS Above TPQ	Chemical
NISource	16547	Ace Allwaste Environmental Services of Indiana	1401 Summer St, Hammond, IN 46320	Hammond	Lake	Lake County LEPC	HAMMOND FD	ACTIVE	2014 Tier II Report Annual (02/23/2015)	No	
	14105	AETNA Substation	1000 Idaho St, Gary, IN 46403	Gary	Lake	Lake County LEPC	GARY FD	ACTIVE	2014 Tier II Report Annual (01/23/2015)	No	
	100233	Airgas USA LLC	621 E 131st Pl, Hammond, IN 46327	Hammond	Lake	Lake County LEPC	HAMMOND FD	ACTIVE	2014 Tier II Report Annual (02/23/2015)	No	
	11562	American Chemical Service Incorporated	420 S Colfax Ave, Griffith, IN 46319	Griffith	Lake	Lake County LEPC	GRIFFITH VFD	ACTIVE	2014 Tier II Report Annual (02/12/2015)	No	
	11173	Amerigas Propane Limited Partnership	7545 W Chicago Ave, Gary, IN 46406	Gary	Lake		GARY FD	ACTIVE	2014 Tier II Report Annual (02/23/2015)	No	

Various search options available:

- General Search** searches all columns. Enter the Search Term and click on the Magnifying Glass icon.
- Alpha Search.** Click on the column you want to search on. This will activate the column and you will see the triangle on the column. Click on the Alphabet menu. The results starting with that letter will appear. To clear, click the Gray Refresh button on the top right.
- Column Specific Search.** Enter the Search Term at the top of the column you want to search. Click anywhere on the screen. The Search will run and you will see the results.



View Facility Information

2

View Facility.

US Steel Corporation Gary Works (Facility ID: 11591)

1 N Broadway, Gary, IN 46402, United States
Status: Active Type: Facility

US Steel Corporation Gary Works stores DHS Chemicals of Interest

Facility Header contains facility and chemical alert info

Emergency Contact: Jerry Guess 24 Hr Phone: 219-888-4511

Emergency Coordinator: Jerry Guess 24 Hr Phone: 219-888-4511

Chemicals Facility/ Report Plan Details

Click Links to view specific feature. Site Map and Offsite Response Plan links will appear if available for the latest report.

Reports

Tier II Report (312 Annual Report)

Report ID	Report	Status	Signed By	Signed Date	
966	2014 Tier II Report Annual	Completed	John Leopold	02/26/2015	Hardcopy

302 Reports

Report ID	Report	Status	Signed By	Signed Date	Submission Type	View
No items to be listed						

311 Reports

Report ID	Report	Status	Signed By	Signed Date	Submission Type	View
No items to be listed						

See More Facility Details

Click to See More Facility Details.

3

View Facility – List of chemicals on site

Indiana

A State that Works

View Facility Information

3

View Facility – Chemical details

US Steel Corporation Gary Works (Facility ID: 11591)

1 N Broadway, Gary, IN 46402, United States

Status: Active Type: Facility

US Steel Corporation Gary Works stores DHS Chemicals of Interest

Chemicals

Facility/ Report

Reports

US Steel Corporation Gary Works (Facility ID: 11591)

1 N Broadway, Gary, IN 46402, United States

Status: Active Type: Facility

US Steel Corporation Gary Works stores DHS Chemicals of Interest

Emergency Contact: Jerry Guess 24 Hr Phone: 219-888-4511

Emergency Coordinator: Jerry Guess 24 Hr Phone: 219-888-4511

Chemicals

Facility/ Report

Plan Details

CAMEO Chemicals

Home

Help

Search Chemicals

New Search

Search Results

MyChemicals

chemicals: 0

View MyChemicals

Predict Reactivity

Mobile Site

Search Results

Name contains **Cyclohexylamine** matched 17 datasheets

1 - 17 of 17 results < Prev Next > Page 1 of 1 Go to page: Go

CYCLOHEXYLAMINE

A clear colorless to yellow liquid with an odor of ammonia. Flash point 90°F. Irritates the eye...

DOT Hazard Label: Corrosive, Flammable Liquid Flash Point: 88 °F Lower Explosive Limit (LEL): 1.5 % AEGL-3 (60 min): 30 ppm

CAS Number: 108-91-8

UN/NA Number: 2357

This chemical is also known as:

- CYCLOHEXYLAMINE
- 1-CYCLOHEXYLAMINE
- MONOCYCLOHEXYLAMINE

View Datasheet

Add to MyChemicals

Links	Added Date	Summary
Cameo Data Sheet	1/1/1900	Mixture Is: 0 Location(s)
Chemical Profile		
First Aid Guide		
Cameo Data Sheet	1/1/1900	Mixture Is: 4 Location(s)
Chemical Profile		
First Aid Guide		
Cameo Data Sheet	1/1/1900	Mixture Is: 4 Location(s)
Chemical Profile		
First Aid Guide		
Cameo Data Sheet	1/1/1900	Mixture Is: 5 Location(s)
Chemical Profile		
First Aid Guide		
Cameo Data Sheet	1/1/1900	Mixture Is: 2 Location(s)
Chemical Profile		
First Aid Guide		
Cameo Data Sheet	1/1/1900	Mixture Is: 4 Location(s)
Chemical Profile		
First Aid Guide		

View Facility Information

3

Cas No # 108918	Chemical Name : Cyclohexylamine	Apply
-----------------	---------------------------------	-------


The National Institute for Occupational Safety and Health

NIOSH Publication No. 2005-151: September 2005

NIOSH Pocket Guide to Chemical Hazards

[NPG Home](#) | [Introduction](#) | [Names, Synonyms and Trade Names](#) | [Chemical Names](#) | [CAS Numbers](#) | [RTECS Numbers](#) | [Appendices](#)

Cyclohexylamine	CAS 108-91-8
C₆H₁₁NH₂	RTECS GX0700000
Synonyms & Trade Names Aminocyclohexane, Aminohexahydrobenzene, Hexahydroaniline, Hexahydrobenzenamine	DOT ID & Guide 2357 / 132
Exposure Limits NIOSH REL: TWA 10 ppm (40 mg/m ³) OSHA PEL†: none	
IDLH N.D. See: IDLH INDEX	Conversion 1 ppm = 4.06 mg/m ³
Physical Description Colorless or yellow liquid with a strong, fishy, amine-like odor.	
MW: 99.2 VP: 11 mmHg FLP: 88°F	BP: 274°F IP: 8.37 eV UEL: 9.4% FRZ: 0°F LEL: 1.5% Sol: Miscible Sp.Gr: 0.87
Class IC Flammable Liquid: FLP. at or above 73°F and below 100°F.	
Incompatibilities & Reactivities Oxidizers, organic compounds, acid anhydrides, acid chlorides, acids, lead [Note: Corrosive to copper, aluminum, zinc & galvanized steel.]	
Measurement Methods NIOSH 2010; OSHA PV2016 See: NMAM or OSHA Methods	
Personal Protection & Sanitation (See protection) Skin: Prevent skin contact Eyes: Prevent eye contact Wash skin: When contaminated Remove: When wet (flammable) Change: No recommendation	First Aid (See procedures) Eye: Irrigate immediately Skin: Water flush immediately Breathing: Respiratory support Swallow: Medical attention immediately

Links	Added Date	Summary
Cameo Data Sheet Chemical Profile First Aid Guide	1/1/1900	Mixture Isc 0 Location(s)
Cameo Data Sheet Chemical Profile First Aid Guide	1/1/1900	Mixture Isc 4 Location(s)
Cameo Data Sheet Chemical Profile First Aid Guide	1/1/1900	Mixture Isc 4 Location(s)
Cameo Data Sheet Chemical Profile First Aid Guide	1/1/1900	Mixture Isc 5 Location(s)
Cameo Data Sheet Chemical Profile First Aid Guide	1/1/1900	Mixture Isc 2 Location(s)
Cameo Data Sheet Chemical Profile First Aid Guide	1/1/1900	Mixture Isc 4 Location(s)

View Facility Information

3

View Facility

NIOSH Publication No. 2005-151:

NIOSH Pocket Guide to Chemical Hazards

First Aid Procedures

Code	Definition
Eye: Irrigate immediately	If this chemical contacts the eyes, immediately wash (irrigate) the eyes with large amounts of water, occasionally lifting the lower and upper lids. Get medical attention immediately.
Eye: Irrigate promptly	If this chemical contacts the eyes, promptly wash (irrigate) the eyes with large amounts of water, occasionally lifting the lower and upper lids. Get medical attention if any discomfort continues.
Eye: Frostbite	If eye tissue is frozen, seek medical attention immediately; if tissue is not frozen, immediately and thoroughly flush the eyes with large amounts of water for at least 15 minutes, occasionally lifting the lower and upper eyelids. If irritation, pain, swelling, lacrimation, or photophobia persist, get medical attention as soon as possible.
Eye: Medical attention	Self-explanatory
Skin: Blot/brush away	If irritation occurs, gently blot or brush away excess.
Skin: Dust off solid; water flush	If this solid chemical contacts the skin, dust it off immediately and then flush the contaminated skin with water. If this chemical or liquids containing this chemical penetrate the clothing, promptly remove the clothing and flush the skin with water. Get medical attention immediately.
Skin: Frostbite	If frostbite has occurred, seek medical attention immediately; do NOT rub the affected areas or flush them with water. In order to prevent further tissue damage, do NOT attempt to remove frozen clothing from frostbitten areas. If frostbite has NOT occurred, immediately and thoroughly wash contaminated skin with soap and water.
Skin: Molten flush immediately/solid-liquid soap wash immediately	If this molten chemical contacts the skin, immediately flush the skin with large amounts of water. Get medical attention immediately. If this chemical (or liquids containing this chemical) contacts the skin, promptly wash the contaminated skin with soap and water. If this chemical or liquids containing this chemical penetrate the clothing, immediately remove the clothing and wash the skin with soap and water. If irritation persists after washing, get medical attention.
Skin: Soap flush immediately	If this chemical contacts the skin, immediately flush the contaminated skin with soap and water. If this chemical penetrates the clothing, immediately remove the clothing and flush the skin with water. If irritation persists after washing, get medical attention.
Skin: Soap flush promptly	If this chemical contacts the skin, promptly flush the contaminated skin with soap and water. If this chemical penetrates the clothing, promptly remove the clothing and flush the skin with water. If irritation persists after washing, get medical attention.

US Steel Corporation Gary Works (Facility ID: 1 N Broadway, Gary, IN 46402, United States
Status: Active Type: Facility
US Steel Corporation Gary Works stores DHS Chemicals of:

Chemicals

Facility/ Report

Plan Detail

Tier II Report (312)

Report ID: 966

302 Reports

Report ID: No items to be listed

311 Reports

Report ID: No items to be listed

See More Facility Details

Chemical Listing

	CAS No
	CAS
	N/A
	108910
	N/A
	7722041
	N/A
	N/A

Links	Added Date	Summary
Cameo Data Sheet Chemical Profile First Aid Guide	1/1/1900	Mixture Is: 0 Location(s)
Cameo Data Sheet Chemical Profile First Aid Guide	1/1/1900	Mixture Is: 4 Location(s)
Cameo Data Sheet Chemical Profile First Aid Guide	1/1/1900	Mixture Is: 4 Location(s)
Cameo Data Sheet Chemical Profile First Aid Guide	1/1/1900	Mixture Is: 5 Location(s)
Cameo Data Sheet Chemical Profile First Aid Guide	1/1/1900	Mixture Is: 2 Location(s)
Cameo Data Sheet Chemical Profile First Aid Guide	1/1/1900	Mixture Is: 4 Location(s)



View Facility Information

3

View Facility – additional details

US Steel Corporation Gary Works (Facility ID: 11591)

1 N Broadway, Gary, IN 46402, United States
Status: Active Type: Facility

US Steel Corporation Gary Works st

Chemicals

Facility/ Report

Plan

Reports

Tier II Report (312 Annual

Report ID Reg

966 2014

302 Reports

Report ID

No items to be listed

311 Reports

Report ID

No items to be listed

See More Facility Details

See Fewer Facility Details

Chemicals

Number Of Chemicals : 193

of EHS Chemicals : 7 # of EHS Chemicals as Mixture Components : 0 # of EHS Chemicals that Exceed TPQ : 0 # of EHS Chemicals that Exceed TPQ as Mixture Components : 0

Total Number Of DHS Chemicals of Interest : 7

Facility Details

Facility ID	11591	County	Lake
Facility/Site Name	US Steel Corporation Gary Works	LEPC	Lake County LEPC
Company Name	MICHAEL BAKER INTERNATIONAL	Fire Department	GARY FD
Facility Status	Active	Additional Fire Departments responding to this Facility	
Inactive Reasons		Facility Type	Facility
Inactive as Of		Manned	Yes
Address	1 N Broadway, Gary, IN 46402, United States	Maximum Number of Occupants at one time	7352
Lat/Long	41.607863,-87.337132	Full Time Employees	
Nature of Business	Industrial	Site Plan	
RMP Facility ID	100000169943	Facility Plan	
TRIF ID	464025SGRYONENO	Off-Site Response Plan	
NAICS	331110	Username	MBCONSULTANT
SIC Code	3312	Fund Allocation Group Name	Not allocated to any Fund Allocation group
Dun & Brad No	005444062	Fax	
Tier2 Submit Facility Record ID	FA_CRTK_11591		

Contacts

Type	Name	Title	Phone	24 hr Phone	Email
Facility	US Steel Corporation Gary Works				arplevniak@uss.com
Owner/Operator					
Tier II Emergency Co-ordinator	Jerry Guess			219-888-4511	jeguess@uss.com
Tier II Emergency Contact	Jerry Guess			219-888-4511	jeguess@uss.com

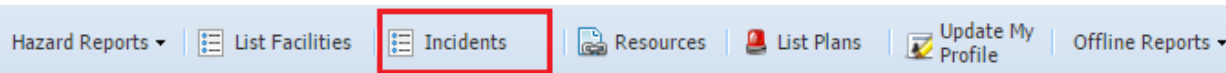
Indiana
A State that Works



View Chemical Incident Information

1

Select Incidents from the Menu.



2

This will display a list of Incidents that were recorded. Click on Incident Description to get the Incident details.

Incidents

Incident ID	Incident Description	Incident Status	Incident Date	Incident Time	Incident Type	Incident Source	Is Written Followup Report Filed	County	Username	Action
4	Chlorine dumped in Ridgewood	Active	10/14/2015	7:15 PM	Spill/Release	Transportation	No	Allen		Actions
3	Chemical Spill	Active	10/7/2015	2:00 AM	Spill/Release		Yes	Bartholomew	sysadmin1	Actions
2	There was a chemical spill during shipping.	Active	10/6/2015	4:00 PM	Spill/Release		Yes	Adams	Submit123	Actions
1	This is the initial description of the incident. There was a tractor that spilled over that could not hold the weight, so it fell over. It will be i	Active	10/8/2015	12:15 PM	Spill/Release	Transportation	Yes	Boone	sysadmin	Actions

Total Results:8 Rows per page 25



View Chemical Incident Information

3

To View an Incident Report linked to an incident select Reports from the Action tab.

Incidents

▼ Incident ID	Incident Description	Incident Status	Incident Date	Incident Time	Incident Type	Incident Source	Is Written Followup Report Filed	County	Username	Action
Incident ID	Incident Description	All			All	All	All	All	Username	Actions
1	Explosion at the plant released Cyclohexylamine into the surrounding area	Active	12/30/2015	3:00 PM	Spill/Release	Fixed Site	Yes	Lake	USSteelTest	Actions

Total Results:1 Rows per page 25

4

From the List all Incident Reports page click on View or Print to see the report.

List All Incident Reports

▼ Report ID	Report Year	Incident Type	Report Class	Report Status	Submission Type	Signed Date	Signed By	Incident ID	Incident Description	Incident Address	Action
Report ID	Report Year	Incident Type	All	All	All			Incident ID		Incident Address	Actions
5088	2015 Emergency Release/Spill Report Initial	Spill/Release	Initial	Completed	Online	12/30/2015 3:39:08 PM	John Smith	1	Explosion at the plant released Cyclohexylamine into the surrounding area	1 N Broadway, Gary, IN 46402	Actions

Total Results:1 Rows per page 25



Spill/Release Reports

View Report Homepage for [12/30/2015 Spill/Release](#) (ID: 1)

[List Incident Reports](#)

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

Report

[Print Report](#)

2015 Initial Emergency Release/Spill Report(US Steel Corporation Gary Works) - 5088

Submission Status : **Completed**

Status Date : 12/30/2015

Last Updated : 12/30/2015

Submission Type : Online

Submitter Username : Test Test [USSteelTest]



Review Incident Details

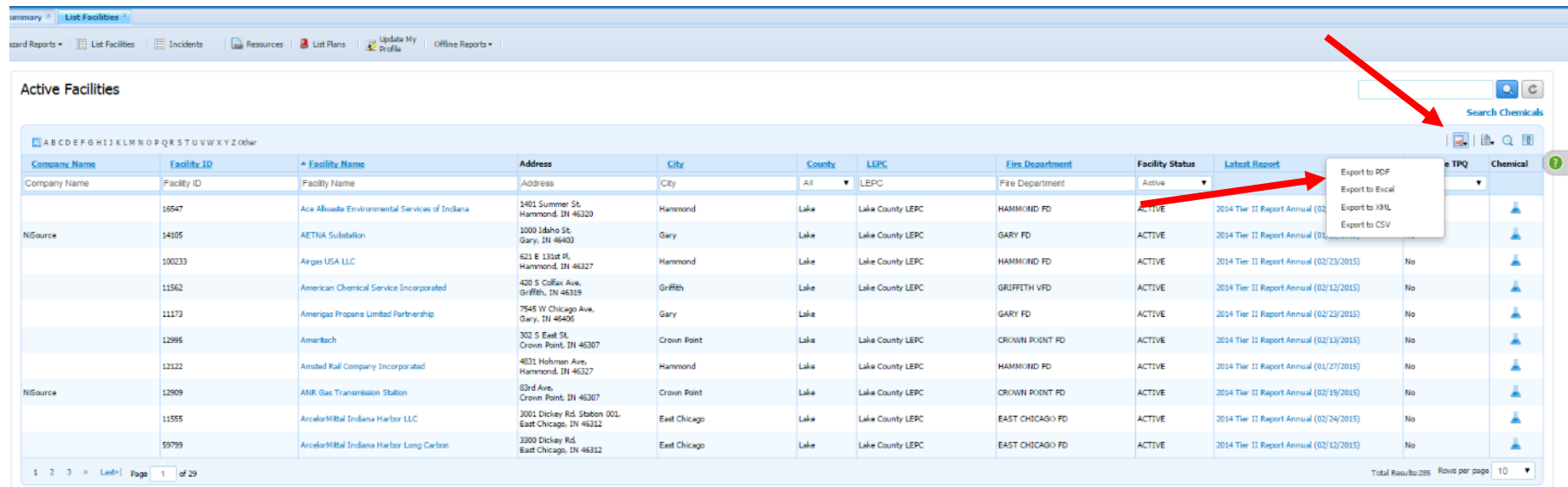
Incident Date and Time	12/30/2015 3:00 PM
Incident Type	Spill/Release
Source Type	Fixed Site
Released Into Medium	Air: No Water: Yes Soil: Yes
Description	Explosion at the plant released Cyclohexylamine into the surrounding area
Confirmation Number	123015152433921
Known Chemicals	Cyclohexylamine
Continuous Release ?	No
Site Secured?	Yes
Protections Actions	Affected area evacuated
Response Onsite	Ambulance Response : Yes Police Response : Yes Fire Dept Response : Yes Other Response : No
<u>Incident Recorded By</u>	
Name	Pamela Chadsey
Username	PamSuperAdmin
Recorded Date	12/30/2015 15:40:03 PM

<u>Location</u>	
Address	1 N Broadway, Gary, IN 46402
Lat/Long	41.607863 / -87.337132
County	Lake
Incident Status	Active
<u>Injuries/Fatalities</u>	
Injuries	No
Injuries Description	
Fatalities	No
Fatalities Description	
<u>Caller Details</u>	
Name	John Smith
Company Name	US Steel Corporation Gary Works
Phone	1234567899
Email	cdupton@dhs.in.gov
Call Date and Time	12/30/2015 3:18 PM
<u>Facility Details</u>	
Facility Name	US Steel Corporation Gary Works
Company Name	US Steel Corporation

Reports

- Most information can be exported as a report

1 Select the 'Reports' icon.



Active Facilities

Company Name	Facility ID	Facility Name	Address	City	County	LEPC	Fire Department	Facility Status	Latest Report	TPQ	Chemical
Company Name	Facility ID	Facility Name	Address	City	All	LEPC	Fire Department	Active			
NGSource	16547	Ace Allwaste Environmental Services of Indiana	1401 Summer St, Hammond, IN 46320	Hammond	Lake	Lake County LEPC	HAMMOND FD	ACTIVE	2014 Tier II Report Annual (02/23/2015)	No	
	14105	AETNA Substation	1000 Idaho St, Gary, IN 46403	Gary	Lake	Lake County LEPC	GARY FD	ACTIVE	2014 Tier II Report Annual (02/23/2015)	No	
	100233	Airgas USA LLC	621 E 131st St, Hammond, IN 46327	Hammond	Lake	Lake County LEPC	HAMMOND FD	ACTIVE	2014 Tier II Report Annual (02/23/2015)	No	
	11562	American Chemical Service Incorporated	420 S Collins Ave, Griffith, IN 46319	Griffith	Lake	Lake County LEPC	GRIFFITH VFD	ACTIVE	2014 Tier II Report Annual (02/23/2015)	No	
	11173	Amerigas Propane Limited Partnership	7545 W Chicago Ave, Gary, IN 46406	Gary	Lake	Lake County LEPC	GARY FD	ACTIVE	2014 Tier II Report Annual (02/23/2015)	No	
	12996	Ameritech	302 S East St, Crown Point, IN 46307	Crown Point	Lake	Lake County LEPC	CROWN POINT FD	ACTIVE	2014 Tier II Report Annual (02/23/2015)	No	
	12122	Amsted Rail Company Incorporated	4031 Holman Ave, Hammond, IN 46327	Hammond	Lake	Lake County LEPC	HAMMOND FD	ACTIVE	2014 Tier II Report Annual (01/27/2015)	No	
NGSource	12909	ANR Gas Transmission Station	83rd Ave, Crown Point, IN 46307	Crown Point	Lake	Lake County LEPC	CROWN POINT FD	ACTIVE	2014 Tier II Report Annual (02/19/2015)	No	
	11555	ArcelorMittal Indiana Harbor LLC	3001 Dickey Rd, Station 001, East Chicago, IN 46312	East Chicago	Lake	Lake County LEPC	EAST CHICAGO FD	ACTIVE	2014 Tier II Report Annual (02/24/2015)	No	
	59799	ArcelorMittal Indiana Harbor Long Carbon	3300 Dickey Rd, East Chicago, IN 46312	East Chicago	Lake	Lake County LEPC	EAST CHICAGO FD	ACTIVE	2014 Tier II Report Annual (02/12/2015)	No	

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Total Results: 288 Rows per page: 10

2 Select the document format (e.g. PDF) to automatically generate that report



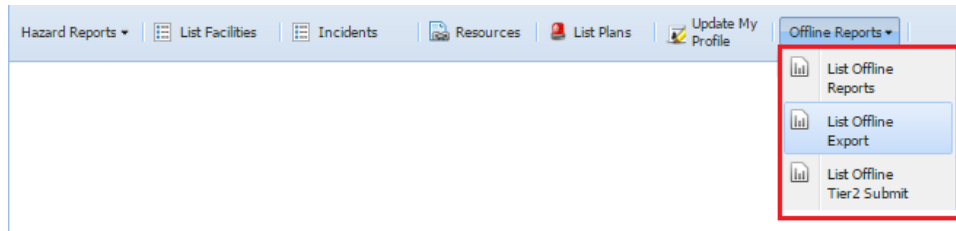
Offline Reports

- Some reports, exports, or notifications are too large to generate online. A report containing more than a certain number of records cannot be generated on demand. Instead, it will be generated at a scheduled time.
- The user is notified once the report has been run and can go to the Offline Reports menu to retrieve the report.
- In these cases, the report should be downloaded to your computer.

Offline Reports

1

There are three Offline Reports options under the Offline Report Reports tab.



2

You will find the report in the list. Click on View to launch. You should then save this document to your local machine.

List Offline Export Request

Export Request ID	Initiated Date	List Type	Export Mode	Status
Export Request ID				
6	3/1/2015 4:33:11 PM	DynamicList	EXCEL View	Completed

Total Results:1 Rows per page 25

Resources

1

Select Resources from the Menu.



2

This will display a list of Resources the Admin posted. Click on the links to view.

Resource Links

Description	Link
To get an overview of Emergency Planning and Community Right-to-Know Act (EPCRA), Click Here.	http://www.epa.gov/osveroe1/content/lawsregs/epcraover.htm
What does the Emergency Response Plan have to include?	http://www.epa.gov/osveroe1/content/epcra/epcra_plan.htm
Link to Federal Emergency Management Agency (FEMA)	http://www.fema.gov
Agency for Toxic Substances and Disease Registry	http://www.atsdr.cdc.gov/toxfaq.html#bookmark05
Contact info for your SERC	http://www.epa.gov/emergencies/content/epcra/serc_contacts.htm
EPCRA Factsheet	http://www.epa.gov/osveroe1/docs/chem/epcra.pdf
EPCRA FAQ	http://www.epa.gov/osveroe1/docs/chem/epcra-qa.txt
Online CAMEO Datasheet	http://cameochemicals.noaa.gov/
Chris Manual	http://www.chrismanual.com/
International Labor Organization Hazmat Safety Cards	http://www.ilo.org/public/english/protection/safework/cis/products/iscs/dtasht/index.htm

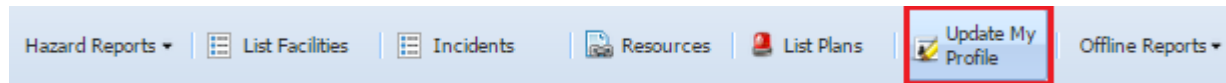
1 2 » Last Page 1 of 2
 Total Results:13 Rows per page 10 ▼

Update Profile Information

- One account per Fire Dept – update contact details as necessary

1

Select Update My Profile from the Menu.



2

Make changes and then click on Save.

Edit My User Account Profile

First Name*	Last Name *	Agency Name *	Department Name	Title*
Alec	Stuart	Fire Department	GIS	Fire Chief
Street 1*	Street 2			
2 Main Street				
Country*	City*	State*	Zip Code*	
United States	Anderson	Indiana	32424-	
Phone*	Email*			
234-324-2343 x_____	alec@fd232.com			
Secret Question *	Secret Answer *			
What is your father's middle	John			
Username*	☐ Change Password?			
gis				

Save



SARA Title III Contact Info

- SARA Title III Reporting: <https://www.in.gov/dhs/boards-and-commissions/emergency-planning-and-community-right-to-know-sara-title-iii-reporting/>
- **SARA Tier2 Inbox**
saratr2@dhs.in.gov
- **IERC Inbox**
IERC@dhs.in.gov
- **IDHS Mailing Address**
302 W. Washington St., E208
Indianapolis, IN 46204