

## **Tier II Site Plan Guide**

### **General Instructions:**

1. A site plan must be submitted with your Annual Tier II Report. Facilities with multiple chemical locations (buildings) must create site plans that show the chemical locations and upload these as a single attachment into the tier II manager system. The attachment cannot exceed 5M.
2. To update your current site plan in the system:
  - a. Log into system → Go to your facility → Click on the facility name (in blue) → In the list submissions page Click the button "Add a New Annual/Revision/Update Report" → Select *312 Tier II and Update for 2016* and click on *proceed* → Go to Step 5 and click on *edit* → select *remove* to delete previous site plan → Upload the updated site plan and click on *save*
  - b. This update will be a 2016 update to your Tier II record and remain until there are additional changes.

### **The Site Map must include the following:**

- Location of chemicals on site as well as the pathways to the chemical storage location
- Street intersections surrounding the facility
- Floorplan/Blueprint layout—Indicating entrances, doorways, cylinders or tanks
- Legible labels
- Map Legend—Indicating cardinal directions (N, S, E, W) & Symbols and their labels

### **Purpose of the Site Map Plan:**

- Assist first responder to safely address emergency response
- Gives a clear indication of where chemicals are located and how to get to them in case of an emergency
- Provides an evacuation route for first responders to clear the building

**\*SEE 2 EXAMPLES BELOW\***

Building Size: 36,258 sq feet

W

COMPRESSOR SHED

BURN OFF OVEN

Outdoor Propane Storage

SHIPPING

WELDING

Cure Oven

Powder Booth

WAREHOUSE

WELDING

N1

PRODUCTION ROOM

WELDING

MEK STILL

M3

SC

BREAK AREA

STORAGE

CHEMICAL STORAGE

M2

M1

PACKAGING AREA

PACKING

INSPECTION

A2/E2

E1

WELDING

CLOSET

C1

Men's

RECEIVING

N

P2

P1

BREAK AREA

MAINT.

OFFICE

PACKING

GAS IN

Legend

Overhead Doors

Doors

Natural Gas Input into Factory

Pipes from outside tanks to paint line

N

Cardinal Directions

S

A1 & A2 - Aromatic 100 Locations

C1 - Carbon Dioxide Location

E1 & E2 - Ethanol Locations

M1 & M2 & M3 - Methyl Ethyl Ketone Locations

N1 - Nitrogen Location

P1 & P2 - Paint Locations

Outside Storage Tanks 100 Gallons Each

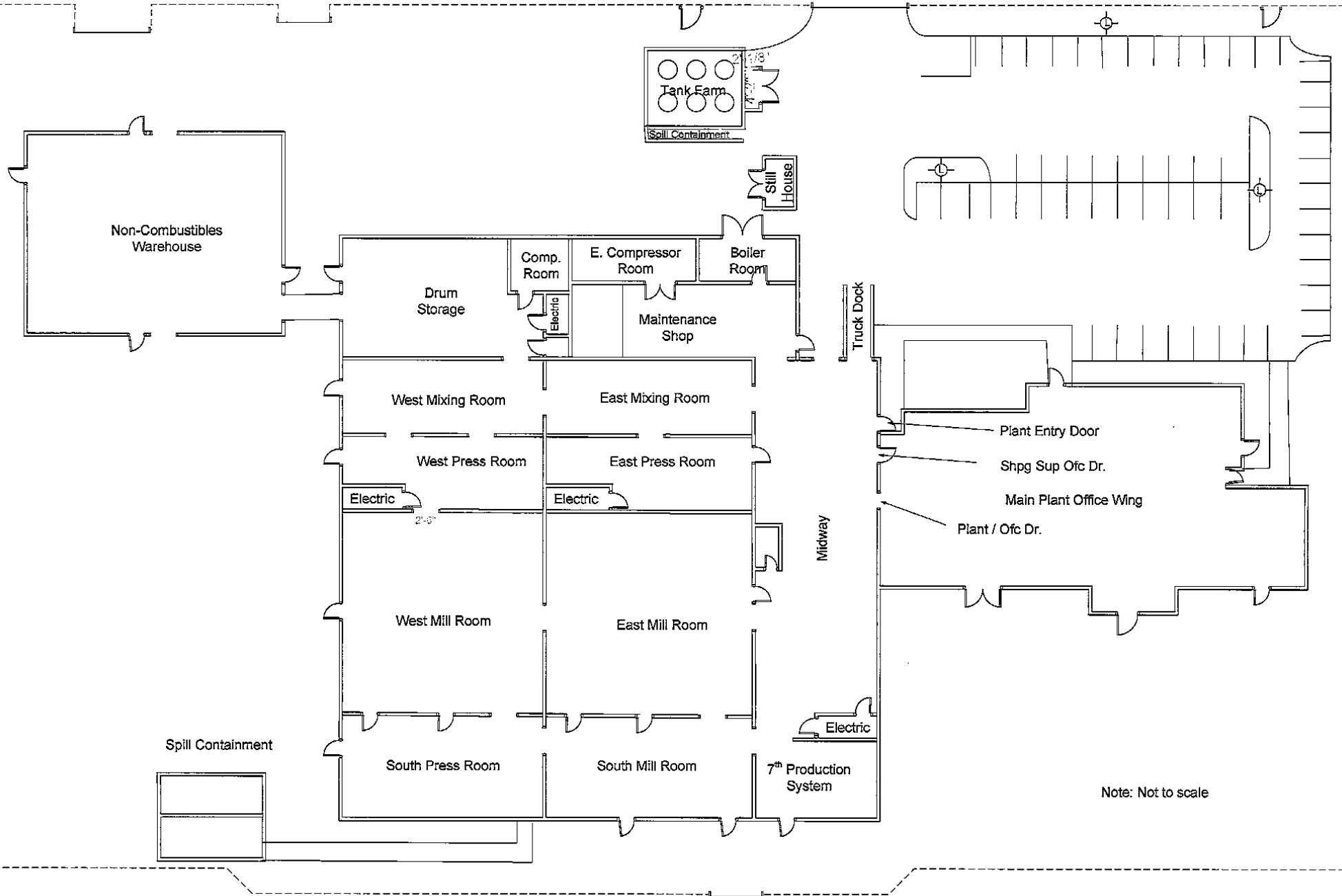
Paint Line PAINT UNLOAD/PACKAGING

E

Street Name Here

Street Name HERE

Street Name



Note: Not to scale