Using E-Plan to Submit Tier II

- Mathew Marshall
- E-Plan State Tier2 Coordinator



SARA Title III

 Information required by the Federal Emergency Planning and Community Right to Know Act, October 17, 1986, also known as Title III of the Superfund Amendments and Reauthorization Act (SARA). 40 CFR Part 370.10 Who must comply with the hazardous chemical reporting requirements ?

(a) You must report if OSHA requires your facility to prepare or have available MSDS (SDS) for a hazardous chemical and if either of the following conditions is met:

- (1) An *EHS* is present at your facility at any one time in an amount equal to or greater than <u>500 pounds</u> (227 kg— approximately 55 gallons) or TPQ.
- (2) Non-EHS is present at your facility at any one time in an amount equal to or greater then 10,000 pounds (or 4,540 kg).

***Check with the State, LEPC and Fire Department for different amounts

Updates for 2022!

- 2 New EHS Chemicals (List of Lists)
 - Chlordane, alpha isomer (CAS: 5103719, TPQ 500/1000)
 - Chlordane, gamma isomer (CAS: 5103742, TPQ 500/1000)
- NAICS 2022
 - 2017 NAICS to 2022 NAICS suggestion included in validations
- FL Payment Redirect Link option if Facility is TRI only
- Error/Warning Messages in each page (except Facility and Chemical Info Page)
- State specific update for FY 2022
- Delete only selected Contact Type if a contact associated with multiple facilities and/or contact type.

ERPLAN.NET

Welcome to *E-Plan's Online Tier II Reporting System*

This easy E-Plan online reporting system will allow you to create a report you can submit to your state to meet their requirement for filing of (SARA Title III) Tier II Emergency and Hazardous Chemical Inventory Reports. This system is for Tier II filing organizations to file their Tier II reports to the State each year. However, filing Tier II report via E-Plan may not fulfill the mandate per your state SERC and/or county LEPC and local fire department. Contact your State and County officials to see if they accept E-Plan as a form of electronic filing.

If you have comments or questions, please use the Contact Us button on any E-Plan website page.

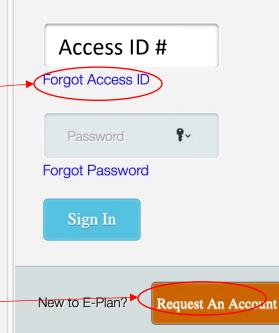
Important Notes

- 1. The "2022 filing option" will be available for use in E-Plan on January 1, 2023. Tier II reports due on March 1, 2023 should reflect chemical inventories for the previous calendar year January 1 - December 31, 2022
- 2. For reporting year 2022, UT Dallas institutes an administrative charge for organizations that use E-Plan for creating/filing online Tier II reports. Please look at the list to see if a charge for creating/filing applies to each facility. Detailed instructions including how and where to pay online payment are available. Please view this step-by-step guide.
- 3. For the 2022 reporting year, 11 States (i.e., Alabama, Alaska, Florida, Georgia, Iowa, Mississippi, Montana, New York, North Carolina, South Carolina, and Tennessee) and several Counties (i.e., Warren County (OH), Chesapeake City (VA), Hopewell City (VA), Patrick County (VA), Pittsylvania County (VA), Richmond City (VA), Smyth County (VA), Virginia Beach City (VA), and Waynesboro City (VA)) accept E-Plan as an electronic form of Tier II reports.

- Forgot Access ID 4. If your State SERC and/or County LEPC's accept Tier2 Submit such as .t2s or Tier2 zip file electronically, you can create and export data via E-Plan. Please **Contact Us** to ask a question or report a problem.
 - 5. Please refer to your state's web site and the EPA's State Tier II Reporting Requirements and Procedures for submission details.
 - 6. E-Plan online Tier II training video. Click here to watch (Jan 25, 2022).

Sign In

If you have already registered for an account, enter your Access ID and password in the boxes below and Sign In to access or update your account and data.



New to F-Plan

E-Plan Online Filing Submission Management

Access ID: 1014804 (Mathew Marshall)

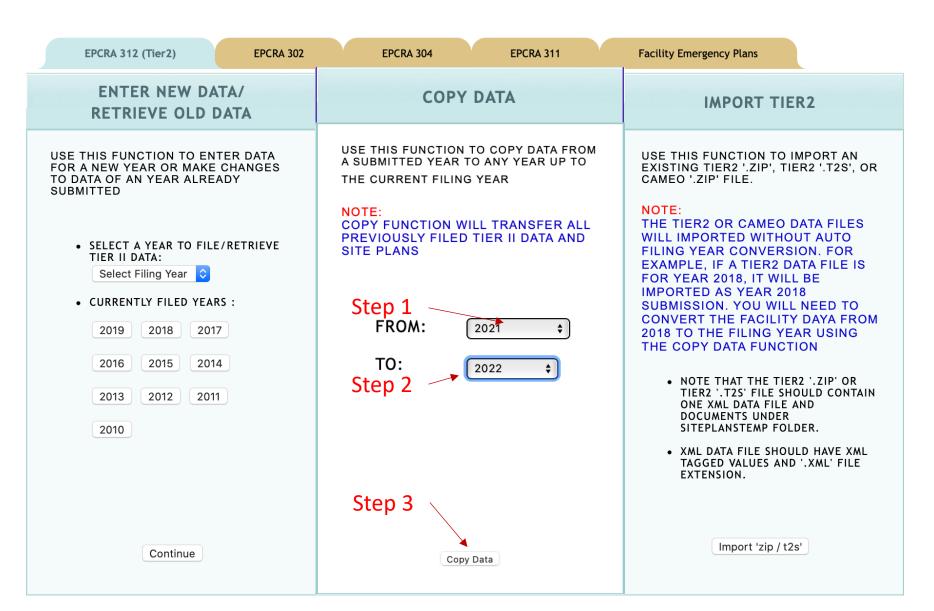
You have incomplete invoice(s)

Please <u>Click Here</u> to complete payment process.

EPCRA 312 (Tier2) EPCRA 302	EPCRA 304 EPCRA 311	Facility Emergency Plans
ENTER NEW DATA/ RETRIEVE OLD DATA	COPY DATA	IMPORT TIER2
USE THIS FUNCTION TO ENTER DATA FOR A NEW YEAR OR MAKE CHANGES TO DATA OF AN YEAR ALREADY SUBMITTED	USE THIS FUNCTION TO COPY DATA FROM A SUBMITTED YEAR TO ANY YEAR UP TO THE CURRENT FILING YEAR OPY FUNCTION WILL TRANSFER ALL PREVIOUSLY FILED TIER II DATA AND SITE PLANS FROM: Previous Year TO: Filing Year	USE THIS FUNCTION TO IMPORT AN EXISTING TIER2 '.ZIP', TIER2 '.T2S', OR CAMEO '.ZIP' FILE.
Continue	Copy Data	

E-Plan Online Filing Submission Management

Access ID: 1014804 (Mathew Marshall)





Add New Excility Delete Excilition

* Federal requirements include: Owner / Operator (name, mail address, phone & email); Emergency Contact (title, name & 2 phone numbers, one of which must be 24-hour); Tier II Information Contact (title, name, email & phone).

Following is the submitted facility information Legend Help!

Page 1 of	1 1 Tot	tal number of facilities: 6			f Results per pa	age : 50 🗘
NO.	ID	FACILITY NAME		STATE	FILING STATUS	DELETE
1.	7241924	 ABCDEFG Contact Information 1. M M - Emergency Contact 2. marshall Marshall - Emergency Contact 3. M M - Owner / Operator 4. marshall Marshall - Tier II Information Contact Chemical Information 1. Diesel 2. SULFURIC ACID (7664-93-9) 	Image: Non-StateImage: Non-StateEditDelete	FL	Not Filed	

Important: On Completion of data entry please click on "Validate Record" to finalize filing

Validate Record

First Responder View

Account Information and Reporting Authority Email Addresses

Access ID 1014804			
Submitter Name	Mathew Marshall		
Password	Edit		
Email	mathew.marshall0511@gm		

Emergency Plan Notification / Tier2 Reporting Authority Email Address(es) (up to 5)

Add one email in each line or add comma(,) at the end of each email

Mathew.marshall0511@gmail.com, m.marshall@utdallas.edu	

2022 Online Filing Home

(Search Existing Facilities Rese					
	FACILITY ID	FACILITY NAME	STREET ADDRESS	СІТҮ	COUNTY	
	Facility ID	Facility Name	Street Address	City	County	FIND

* Federal requirements include: Owner / Operator (name, mail address, phone & email); Emergency Contact (title, name & 2 phone numbers, one of which must be 24-hour); Tier II Information Contact (title, name, email & phone).

Following is the submitted facility information [Legend Help!]

Page 1 of	-	tal number of facilities: 6			ld New Facility f Results per pa	Delete Facilities
NO.	ID	FACILITY NAME		STATE	FILING STATUS	DELETE
1.	7241924	 ABCDEFG Contact Information M M - Emergency Contact marshall Marshall - Emergency Contact M M - Owner / Operator marshall Marshall - Tier II Information Contact Chemical Information Diesel SULFURIC ACID (7664-93-9) 	Image: Non-StateImage: Non-StateDeleteEditDeleteEditDeleteEditDeleteEditDeleteEditDeleteCopyEditEditDeleteCopyEdit	FL	Not Filed	

Important: On Completion of data entry please click on "Validate Record" to finalize filing

Validate Record

First Responder View

Facility Information

* Fields are Federal mandatory fields

** Fields are E-Plan mandatory fields

Remember to press the Save & Continue button after updating any information on this page. Otherwise, the changes will not be saved.

Facility Details		
Facility Name *	ABC Chemical Company (DEMO)	
Department		
Company Name **	Cutting Edge Planning & Training Inc.	Copy company name to other facilities
Facility Email	mathew.marshall0511@gmail.com	
Fire District		
Report Year	2019	
Emergency 24-Hour Phone Number		
Facility Notes		

Physical Address

Country

USA

Street *	FM 1358
City *	Oakville
State *	TX
County *	Live Oak
Note: The 'cour	nty name' is the 'city name' when there is no associated county.
ZIP *	78060

Mailing Address Copy mailing address to other facilities Check if Mailing Address same as Physical Address. Enter Mailing Address below if different. 90 3rd Street Street 19 2 Church St Map Satellite City Bonita Springs Catawba Ave State FL • Newfield Police Department 34134 NW Blvd ZIP NE Blvd USA Country Catawba Ave too ê Location Lookup Lat/Long Validate Lat/Long SE Blvd 26.327516615972293 Latitude * SW Blvd Pearl St -81.82378227116396 Longitude * and Kakes store 17R MK 17786 12217 USNG Church M Yes ONO Manned * Matchbox Road Museum Pearl St Maximum No. of Chestnut St 435 Rena St Occupants * Rena St Note: Maximum No. of Occupants must be more than 0 if you select are a Type of Facility * Yes O No ---- EP Rena St Yes I No ---- EP Yes O No ---- EP Yes In No ---- EP Google Map data ©2016 Google Terms of Use Report a map error Yes No ---- CA Click and drag the marker to correct Latitude/Longitude. More Info Current position: Click to update Lat/Long 39.5462330000001, -75.0228209 Submission **Closest matching address:** 10 Pearl St, Newfield, NJ 08344, USA I certify under penalty of law that I hav information contained in this submission, and responsible for obtaining the information, I believe the information submitted is true, accurate, and complete. Name and official title of owner/operator OR Owner/Operator's authorized representative

Signature * Mathew Marshall

CURRENT FACILITY CONTA	ACT LIST CHEMICA	L LIST ADD NE	W FACILITY	ADD NEW CONTACT	ADD NEW CHEMICAL			
Cutting Edge Planning and Training (FacID: 5608662) EDIT DELETE 10 Pearl Street Newfield, NJ 08344, USA								
Facility Information Facility Identification	State Fields	Documents	a Valio	date Record				
	Facility Identification							
* Rep	* Report a NAICS code and Dun and Bradstreet number (Federal requirement) (Dun and Bradstreet: Non-business entities may enter "N/A")							
	ID Type ID V un & Bradstreet 0606 AICS 6115	06672	escription er Training Scho	Edit Delete				
ID Type		ect Type 🔹 🔹						
ID Value	Sel	ect Type						
Description		n & Bradstreet	^					
Ac	Add State ID RMP NAICS							
Contact Us FAQ E-PLA	N ONLINE TIER EIN Oth 334	#	IDE E-PL	AN ONLINE 302 SU	BMIT - USER'S GUIDE			





Submission Home Filing Management

Facility Information	Facility Identification	State Fields	<u>Documents</u>	
			State Applicable Fields	
		Cutting E	Edge Planning and Training (FacID:2880760)	
			10 Pearl Street	
			Newfield, NJ, 08344, USA	
			No Applicable State Fields	
			Next	

•

		CURRENT	ACILITY	CONTACT LIST	CHEMICAL LIST	
ABC Chemical Company (DEMO) (FacID: 5807848) EDIT DELETE 90 3rd Street Bonita Springs, TX 76520, USA						
Facility Information	Facility Identification	State Fields	D	ocuments	Validate R	ecord

Document Upload

* Fields are Federal mandatory fields

I have submitted a site plan.

I have attached a description of dikes and other safeguard measures.

I have attached a list of site coordinate abbreviations.

No.	Document ID	File Name	File Type	File Category	File Description	Download	
1	738509	E-Plan training flyer-CEPT.pdf	File	Notification	E-Plan Class Flyer	.	Delete
2	738510	Draft-EPIan Best Practices for Authorizing Authorities.pdf	File	Other	Authorizing best practices		Delete
3	738511	ABC Chem Company Site Plan.jpg	File	Diagrams	Site Plan	The second se	Delete

File types: PDF, DOC, JPG are only allowed. If entering a link, choose File type as Link

and put the link as http://somewebsite in the description field.

All Fields are Mandatory

File Type	File •			
File Category	SDS	•		
File	Choose File	s No file o	chosen	Max file size 9 Mb
File Description				
Uploa	d	Next (Add Contact)	

CURRENT FACILITY	CONTACT LIST CHEMICAL LIST						
ABC Chemical Company (DEMO) (FacID: 5807848) EDIT DELETE 90 3rd Street Bonita Springs, TX 76520, USA							
Contact Information Phone Information Facility Association	Documents Validate Record						
Contact Information Mathew Marshall (Emergency Contact)							
* Federal requirements include: Owner / Operator (name, mail address, phone & email) Emergency Contact (title, name & 2 phone numbers, one of which must be 24-hour) Tier II Information Contact (title, name, email & phone).							
*	Fields are mandatory						
Title *	VP						
Last Name or Business Name *	Marshall						
First Name *	Mathew						
Street Address	90 3rd Street						
City	Bonita Springs						
County	Collier						
State	GA •						
ZIP	34134						
Country	USA						
Email *	mathew.marshall0511@gmail.com						
Save & Continue	Cancel						

Chemical Details

CAS Number **	68334305
CAS Nulliber	Lookup Help
Chemical Name *	Diesel Fuel
Chemical Name	Lookup EHS
EHS * Trade Secret	
Stored at a retail gas station in a compliant Underground Storage Tank (UST) for sale to the public for motor vehicle use on land? (Federal code: 40 CFR part 280. 40 CFR 281) (NC regulation: 15A NCAC 2N)	No ¢
Days on site *	365
Chemical information identical to previous y	ear
Physical State *(Check all that apply)	
🗆 Solid 🔄 Liquid 🛛 🔽 Gas	

Copy Chemical Hazards to other Chemicals

Physical Hazards *(Check all

Copy chemical hazards to other chemicals

Explosive

- 对 Flammable (gases, aerosols, liqu
- Oxidizer (liquid, solid or gas)
- Self-reactive
- Pyrophoric (liquid or solid)
- Pyrophoric Gas
- Self-heating
- Organic peroxide
- Corrosive to metal
- Gas under pressure (compressed gas)
- In contact with water emits flammable gas
- Combustible Dust

Copy below chemical hazard information to:

Battery (0) No Hazard information to copy (2017 only) Go Back Copy

ABC Chemical Company (DEMO) (6360503)

- Chlorine (CAS:7782505, Tier2)
- $\hfill\square$ Diethylene Glycol Monobutyl Ether (CAS:112345, Tier2)
- □ Ethylene Oxide (CAS:75218, Tier2)
- □ HYDROFLUORIC ACID (CAS:7664393, Tier2)

TEST TEST TEST (6360504)

Chlorine (CAS:7782505, Tier2) Physical Hazard

Health Hazards *(Check all that apply)

- Acute toxicity (any route of exposure)
- Skin corrosion or irritation
- Serious eye damage or eye irritation
- Respiratory or skin sensitization
- Germ cell mutagenicity
- Carcinogenicity
- Reproductive toxicity
- Specific target organ toxicity (single or repeated exposure)
- Aspiration hazard
- Simple Asphyxiant

 Hazard Not Otherwise Classified (enter specific hazard in Notes field of the Facility)

Chemical Information	Storage Locations	Mixture Component	ts State Fields	Documents	Validate Record	
			cal Storage Loca	ations		
		Ch	lorine (CAS#: 7782505	ō)		
	Location Maxin Building 3 0.0 ,	num Amount Cylinde	Storage/Pressure/Temper r / Greater than ambient pressu		erature Edit Delete	
	Storage	Locations				
	Storage Typ		elect Storage Type 🔹			
	Pressure Ty	pe* 📑	Select Pressure Type	•		
	Temperature	s Type S	elect Temperature type elect Temperature type	T		
	Location*		mbient temperature Freater than ambient temperatu		Confidential	
	Maximum ar Location	nount at L	ess than ambient temp. / not cr ryogenic conditions		Select unit 🔻	
	A	P P P P R S S T T	cylinder iber Drum ilass bottles or jugs lastic bottles or jugs lastic or non-metallic drum tail car ilo teel Drum ank inside building ank wagon ote bin	Next		

Chemical Information	Storage Locations		ts State Field	s	Documents	Vá	alidate Record	
	Chemical Components							
		Chle	orine (CAS#	: 7782505	ō)			
	Comp	onent Chemical Name	CAS Number	Max Code	Percentage			
	Chlori		7782505		10.0, Vol	Edit Delete		
	Sodiur	n Thiosulfate	10102177		90.0, Vol	Edit Delete		
	CAS Nu	e Components	5	Loc	kup Help			
	Compon	ent		Loc	okup EHS			
	EHS *							
	Physical	State 🛛	Gas 🔲 Liqi	uid 📃 So	lid			
	Maximur	n Amount Code Sel	ect Max Code	•				
	Percenta	ige				Select unit •		
		Add	Reset			Next]	

Submission Report for Access ID 1014804

Notes:

Errors indicated on this page identify required fields not completed. While Federal and State requirements are mandatory, E-Plan requirements provide extremely needed information to first responders in emergency scenarios.

FacID 7241924 : ABCDEFG

Error: A Fac. Emergency Coordinator is required because you have checked the box "EPCRA 302 Facility (Emergency Planning)". Add New Contact of type Fac. Emergency Coordinator to fix this error.

FacID 7241925 : Cutting Edge Planning and Training

Chemical : Battery Warning: Note: Component percentages sum to greater than 100% (Sum of entered percentages: 105.0). Edit chemical, click on Mixture components tab, edit the component and enter the correct percentage to fix this warning.

Facility Passed all Checks

FacID 7241926 : ABC Chemical Company (DEMO)

Facility Passed all Checks

FacID 7241927 : TEST TEST TEST

Facility Passed all Checks

FacID 7241928 : TEST TEST

Facility Passed all Checks

FacID 7241929 : test

Facility Passed all Checks

Once your report has passed ALL submission tests for filing year 2022,

Click Upload Data to E-Plan to complete your submission.

Exporting Tier II report to:

PDF file

Submit Facility Information

Notes:

- 1) Select the Facilities which you would like to submit to the E-Plan database. Once you submit, these facilities and their information will be available to the First Responders through the E-Plan system.
- 2) If you have already filed the Facility information with E-Plan (status shows as Filed) and make any further changes to the Facility/Contact/Chemical information, you DO NOT have to re-upload the information. All changes are automatically available to the First Responders and the State officials. However, you will not get a confirmation email for the changes. To print the changed information, click on Print PDF button
- 3) The selection box will not be shown if (1) A facility is linked with an invoice, (2) Filing Status is "Filed" or (3) Validation status is "Not Pass."

To complete filing for a facility already linked to an invoice, please click the "Invoice for 2022 " tab above.

4) Facilities in Florida: Before filling out your Consolidated Annual Registration Form, please have available your credit card information.

Access ID: 1014804 (Mathew Marshall)

Select all	Facility ID	Facility Name	State	Filing Status	Validation Status	Invoice ID
	7241927	TEST TEST TEST	NC	Not Filed	Pass	
	7241926	ABC Chemical Company (DEMO)	FL	Not Filed	Pass	
	7241925	Cutting Edge Planning and Training	NJ	Not Filed	Pass	
	7241924	ABCDEFG	FL	Not Filed	Not Pass	
	7241929	test	FL	Not Filed	Pass	
	7241928	TEST TEST	AL	Not Filed	Pass	

Reporting Authority Emails:	
(Up to 5 cc emails)	m.marshall@utdallas.edu

E-PLAN PAYMENT FOR FILING YEAR 2022

Company Name *	Cutting Edge Planning and Training
Name *	Mathew Marshall
Billing Address *	90 3rd Street
City *	Bonita Springs
State *	GA ¢
Zip *	34134
Country *	USA
Phone	239-287-7069
Email	mathew.marshall0511@gmail.com
PO Number	
Total Amount Due:	\$25.00

Payment Information

Payment Method

- OCredit Card Payment
- Check/Money Order

Submit

DET	DETAIL DESCRIPTION						
≑ NO.	≑ STATE	# OF FACILITIES	ADMINISTRATIVE CHARGE PER FACILITY	EXTENDED COST	€ FACILITY ID		
1.	NJ	1	\$25.00	\$25.00	7241925		

FLORIDA STATE EMERGENCY RESPONSE COMMISSION (SERC) CONSOLIDATED ANNUAL REGISTRATION FORM

Owner/Ope	erator Ir	nformation
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Filing Year	2022
Company Name *	Marshall
Business Mailing Address (Street or P.O. Box) *	90 3rd Street
City *	Bonita Springs
State *	GA 🗘
Zip *	34134
NAICS Code *	111110
Telephone *	
Contact Person *	
Title *	

Check this box to generate a Payment Link (without Login)

Registration Fee

Please answer questions below to calculate the filing fees applicable for your submission

OYes ONo

Is your facility a governmental body (federal, state,	
country or local) facility?	

Calculated Fees		
Enter Number of employees (statewide)	0	
Filing Rate	\$ 0.0	
Filing Fees	\$ 0.0	
	Calculate	Reset

Select Facilities for PDF

Note:

The selection box will be shown if Validation status is "Pass"

Select all	No.	ID	Facility Name	State	Filing Status	Validation Status	Invoice Status
	1	7241924	ABCDEFG	FL	Not Filed	Not Pass	
	2	7241925	Cutting Edge Planning and Training	NJ	Not Filed	Pass	
	3	7241926	ABC Chemical Company (DEMO)	FL	Not Filed	Pass	
	4	7241927	TEST TEST TEST	NC	Not Filed	Pass	
	5	7241928	TEST TEST	AL	Not Filed	Pass	
	6	7241929	test	FL	Not Filed	Pass	Paid

Create PDF

Back

Questions?



The correct way to report a mixture or a pure chemical is to report what the SDS is for. For example, if the SDS is for the sulfuric acid battery, then report it as is (mixture), then the facility should check off the box that says "EHS" and write it sulfuric acid, and the amount present in the batteries. So the facility would be checking off all the hazards on the SDS.

If the facility also has sulfuric acid in pure form, it is best to advise them to report it in the "pure" chemical section.

In order to determine if they have to report, since sulfuric acid is an EHS, the facility would be to aggregate the amount of sulfuric acid present in pure form with those amount present in mixtures, such as batteries, and other mixtures.

Btw, we are going to post a cross-walk of the old and the new physical and health hazards on our website hopefully today.

Sícy Jacob Chemical Engíneer Regulations Implementation Division Office of Emergency Management U.S. EPA, MailCode 5104A 1200 Pennsylvanía Avenue, NW