



GECAP

Georgia Environmental Compliance Assistance Program

<http://www.gecap.org>

Emergency Planning and Community Right-to-Know Act (EPCRA) Sections 311 and 312 – Hazardous Chemical Inventory

GECAP of the Georgia Tech Research Institute is a voluntary, non-regulatory environmental compliance program funded by the Georgia Legislature through the University System of Georgia.

EPCRA Hazardous Chemical Inventory (HCI) may also be known as:

- SARA Title III Hazardous Materials Inventory Reporting
- Tier I/Tier II
- EPCRA 311/312

What are SARA Title III §§311 and 312, the hazardous chemical inventory program?

The Hazardous Chemical Inventory reporting sections of the EPCRA §§311 and 312 require facilities to submit detailed information on chemicals. This information is reported to the State Emergency Response Commission (SERC), the Local Emergency Planning Committee (LEPC) (if one exists in your community), and the local fire department (LFD) so they may be prepared for a community emergency. The reporting requirements of the Hazardous Chemical Inventory program include an annual notification due March 1 each year for information from the previous calendar year.

What criteria trigger reporting under EPCRA §§311 and 312?

You must notify the SERC, LEPC, and LFD of certain hazardous chemicals in qualifying quantities located on site. You must submit annual reports if:

- your facility has an extremely hazardous substance (EHS) subject to reporting under [§302 of SARA Title III \(40 CFR 355 Appendix A & B\)](#) as found in the "[List of Lists](#);" **AND**
- the EHS amount stored (at any one time) is greater than or equal to 500 pounds or the Threshold Planning Quantity (TPQ) listed in the §302 column in the "[List of Lists](#)," whichever is lower.

Even if the chemical is not an EHS, it may be

reportable. A facility must also comply with EPCRA §§311-312 if it has:

- a chemical located onsite that is required by the Occupational Safety and Health Administration (OSHA) [Hazard Communication Standard \(HCS\)](#) to maintain a Material Safety Data Sheet (MSDS); **AND**
- in a quantity that ≥ 10,000 lbs at any one time during the year.

How do facilities send the reports?

Starting in reporting year 2010, the Georgia Environmental Protection Division (EPD) requires the use of EPA's E-Plan, an online electronic filing option, for the EPCRA §§311-312 submittal. E-Plan is located at <http://www.erplan.net>. By utilizing the E-Plan system, the amount of work required by regulated facilities to submit Tier II information is significantly reduced. A single submission of Tier II information to E-Plan will make the information available to the required SERC, LEPC, and LFD. Prior to E-Plan, facilities who used EPA's Tier 2 Submit program were required to send the reporting information to all three separate agencies. The regulated facility can now view their Tier II information online at any time using E-Plan and, as necessary, make up-to-the-minute changes to their Tier II information. The Georgia SERC has been uploading all Tier II information to E-Plan since reporting year 2007, so virtually all prior reporting Georgia facilities are already pre-populated in the E-Plan database and available for use by E-Plan users (state, local authorities, and first responders).

What do facilities report in the annual notification under EPCRA §311-312?

E-Plan asks for general information on the amount and location of hazardous chemicals such as: name, chemical abstract service number (CAS), physical and health

hazards, inventory amounts, storage conditions, and locations.

E-Plan tutorials are found at: <http://eplannews.utdallas.edu/Training.htm> and within the E-Plan submittal application at <http://www.erplan.net>.

What are the exemptions?

Some of the more common exemptions include:

- Retail gas stations are exempt for gasoline stored up to 75,000 gallons and diesel up to 100,000 gallons. This exemption only applies if the facility is in compliance with the underground storage tank regulations.
- Any food, food additive, color additive, drug, or cosmetic regulated by the Food and Drug Administration (FDA).
- Any substance present as a solid in any manufactured item to the extent exposure to the substance does not occur under normal conditions of use.
- Any substances used for personal, family, or household purposes, or that is present in the same form and concentration as a product packaged for distribution and use by the general public. "Can you buy it at Wal-Mart?"

***NOTE: Small lead-Acid batteries are exempt but large industrial ones, such as those found in electric forklifts, are not. Sulfuric acid is reportable >500 lbs.*

- Substances in a research laboratory or a hospital or other medical facility under the direct supervision of a

technically qualified individual.

- Any substance to the extent it is used in routine agricultural operations or is a fertilizer held for sale by a retailer to the ultimate customer; and
- If the OSHA HCS exempts substance from needing MSDS.

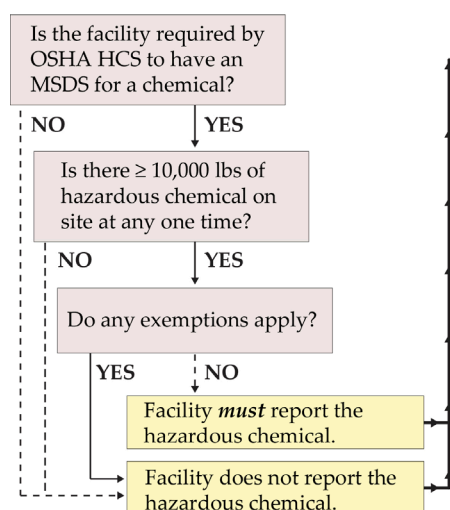
How much does it cost?

In the state of Georgia, there are no reporting fees associated with the EPCRA 311-312 submittal. Consider this when determining the need to report a chemical that may be close to a reporting threshold.

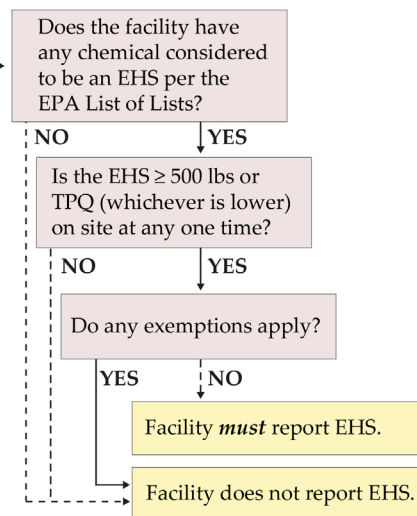
For More Information:

- Contact the Georgia Environmental Compliance Assistance Program (GECAP) at Georgia Tech by calling 404-407-8082
- Contact Jerry R. Campbell of the Georgia EPD by calling 770-387-4900
- Georgia EPD website at <http://epd.georgia.gov/epcra-tier-ii-sections-311-312-reporting> or <http://epd.georgia.gov/emergency-response>
- You can obtain a copy of SARA Title III "List of Lists" at <http://www2.epa.gov/toxics-release-inventory-tri-program> or the EPCRA Hotline at 800-424-9346 or 703-412-9810
- View the regulation located at: [40 CFR Part 370](#)
- OSHA Website <http://www.osha.gov>

STEP 1:



STEP 2:



Updated 9/2014