

## ***ATTACHMENT 2: TIER II SAMPLE AND INSTRUCTIONS***

DEPARTMENT : Safety & Environmental Protection Program

CHEMICAL NAME (1)	% Conc. (2)	Chem Form #1 (3)	Chem Form #2 (4)	MAX Amount (5)	AVG Amount (6)	Units (gallons, lbs, etc.) (7)	# Days on-site (8)	Container type codes (9)	Storage condition codes (10)	Location (11)
(Alphabetical Order)										
<i>Acetone</i>	<i>100</i>	<i>P</i>	<i>L</i>	<i>2,500</i>	<i>2,000</i>	<i>Gallons</i>	<i>365</i>	<i>C</i>	<i>1,4</i>	<i>426, Basement</i>
<i>Freon R-12</i>	<i>100</i>	<i>M</i>	<i>L</i>	<i>2,820</i>	<i>680</i>	<i>Pounds</i>	<i>365</i>	<i>L</i>	<i>2,4</i>	<i>347 Room B</i>
<i>Methanol</i>	<i>50</i>	<i>M</i>	<i>L</i>	<i>10,000</i>	<i>8,500</i>	<i>Gallons</i>	<i>350</i>	<i>D</i>	<i>1.4</i>	<i>426/141</i>
<i>Methylene Chloride</i>	<i>50</i>	<i>M</i>	<i>L</i>	<i>10,000</i>	<i>8,000</i>	<i>Gallons</i>	<i>350</i>	<i>D</i>	<i>1.4</i>	<i>426/141</i>

- (1) **CHEMICAL NAME:** List all chemicals present in amounts greater than 100 pounds or 1/5 of the TPQ (whichever amount is less). For “extremely hazardous substances,” enter the exact chemical name as listed on the TPQ list (Attachment 5). For other hazardous chemicals enter the chemical name from the label or MSDS.

If a chemical is part of a mixture, you have the option of reporting either the weight of the entire mixture or only the portion of the mixture that is a particular hazardous chemical (e.g., if a hazardous solution weights 100 lbs. but is composed of only 5% of a particular hazardous chemical, you can indicate either 100 lbs. of the mixture or 5 lbs. of the chemical).

- (2) **% CONC:** (% Concentration) If the chemical is a mixture, list the percent concentration of that chemical in the mixture.

- (3) **Chem Form #1:** Select the appropriate form: P = Pure chemical, M = Mixture of chemicals

Example: You have pure chlorine as on hand, and two mixtures that contain liquid chlorine. Enter “P, M” to indicate that both forms are present.

- (4) **Chem Form #2:** Select the appropriate form: S = solid, L = Liquid, G = Gas

Example: If you have hydrochloric acid solution, and hydrogen chloride gas, enter “L, G.”

- (5) **MAX Amount:** For each hazardous chemical, estimate the maximum weight or volume present at your facility on any single day during the calendar year. Use whatever units are easiest to report accurately.
- Example: You received one large shipment of a solvent mixture last year. The shipment filled five 5,000-gallon storage tanks. You know that the solvent contains 10% benzene, which is a hazardous chemical. You figure that 10% of 25,000 gallons is 2,500 gallons. You also know that the density of benzene is 7.29 pounds per gallon, so you multiply 2,500 gallons by 7.29 pounds per gallon to get a weight of 18,225 pounds.
- (6) **AVG Amount:** For each hazardous chemical, estimate the average weight or volume at your facility during the calendar year.
- Example: The 25,000-gallon shipment of solvent received last year was gradually used and completely gone in 315 days. The sum of the daily volume levels in the tank is 4,536,000 gallons. By dividing 4,536,000 gallons by 315 days on-site, you calculate an average daily amount of 14,400 gallons.
- You know that the solvent contains 10% benzene, which is a hazardous chemical. Since 10% of 14,400 is 1,440, you figure that you had an average of 1,440 gallons of benzene. You also know that the density of benzene is 7.29 pounds per gallon, so you multiply 1,440 by 7.29 to get a weight of 10,500 pounds.
- (7) **Unit of measure** Report your units of measure. Use whatever units are easiest to report accurately. We suggest using pounds (lbs), gallons (gal), liters (l), or kilograms (kg).
- (8) **# Days on-site:** Report how many days the chemical was present on-site from January 1 through December 31.
- (9) **Container type codes:** Enter the code for the appropriate storage container type (see Table II on the following page).
- (10) **Storage condition codes:** For each location, find the appropriate storage types for pressure and temperature conditions. Enter one applicable pressure code and one applicable temperature code (see Table III on the following page).
- Example: The benzene in the main building is kept in a tank inside the building, at ambient pressure and less than ambient temperature. Table II shows that the code for a tank inside a building is C. Table III shows you that the code for ambient pressure is 1, and the code for less than ambient temperature is 6.
- (11) **Location:** Storage Locations: Provide a brief description of the exact location of the chemical so that emergency responders can locate the area easily. Indicate the building number and brief description of where the compound is (was) normally located. (E.g., 426 attic, 469 NE corner, 472 room 12, etc. . . . )

## ATTACHMENT 3: TABLE CODES

**Table II--Storage Types**

Codes	Types of Storage
A	Above ground tank
B	Below ground tank
C	Tank inside building
D	Steel drum
E	Plastic or non-metallic drum
F	Can
G	Carboy
H	Silo
I	Fiber drum
J	Bag
K	Box
L	Cylinder
M	Glass bottles or jugs
N	Plastic bottles or jugs
O	Tote bin
P	Tank wagon
Q	Rail car
R	Other

**Table III--Temperature and Pressure Conditions**

Codes	Storage conditions
	<i>(Pressure)</i>
1	Ambient pressure
2	Greater than ambient pressure
3	Less than ambient pressure
	<i>(Temperature)</i>
4	Ambient temperature
5	Greater than ambient temperature
6	Less than ambient temperature but not cryogenic
7	Cryogenic conditions

