

TIER II REPORTING

Tier II reports are a federal requirement. They tell first responders which chemicals are in your facility, how they are stored and what quantities are present. This information can save lives during an emergency.

WHO NEEDS TO FILE?



Do you have chemicals that are required by OSHA to have a Safety Data Sheet (SDS) or a Material Safety Data Sheet (MSDS)?

NO

You do not need to file.

YES

You have **500 pounds, 55 gallons or more** of a chemical listed on your SDS or MSDS as hazardous at any one time. The total quantity of 500 pounds includes when the chemical is used as a component of other chemicals.

You need to file.

OR

You have **over the Threshold Planning Quantity** (TPQ) as per the EPA of an Extremely Hazardous Substance (EHS). The reporting limit is whichever is smaller – 500 pounds, 55 gallons or the TPQ. Check the EPA List of Lists to find out if a chemical is considered EHS.

You need to file.

To file a report in Wake County, visit **erplan.net**. Reports are due **March 1** of every year.



Questions?

✉ **hazmat@wake.gov**

☎ **919-856-6486**

TIER II REPORTING TIPS



Household Use Products

If you have products that are the same **form and concentration** as those that are packaged for distribution and use by the general public, these **do not** need to be reported.



Address Issues

Please provide your physical facility address and use **both** the lookup and the validate button within E-plan to confirm your latitude/longitude. The coordinates must be in decimal degrees to at least **four** places.



Company Name

In the company name slot, put the **name of your business** rather than the name of the specific facility you are reporting on. We rely on the company name to quickly figure out who owns a business if we need to get in touch.

RESOURCES



Need more information?

See a list of helpful websites at **wake.gov/tier2reporting**.

