

## LOCAL EMERGENCY PLANNING COMMITTEE CONTACTS FOR THE DIFFERENT COUNTIES

### HONOLULU CITY AND COUNTY

Honolulu LEPC  
Department of Emergency Management  
650 South King St  
Honolulu, HI 96813  
Phone (808) 723-8960

### KAUAI COUNTY

Kauai LEPC  
Kauai Fire Department  
4444 Rice St Suite 315  
Lihue, HI 96766  
Phone (808) 241-6515

### MAUI COUNTY

Maui LEPC  
Maui Fire Department  
200 Dairy Rd  
Kahului, HI 96732  
Phone (808) 270-7911

### HAWAII COUNTY

Hawai'i LEPC  
Hawai'i State District Health Office  
1582 Kamehameha Avenue  
Hilo, HI 96720  
Phone (808) 895-7318 or (808) 936-8181

## ANNUAL FEES AND PENALTIES FOR FAILING TO REPORT

HEPCRA and its implementing rules at Title 11, Chapter 453, Hawai'i Administrative Rules (HAR) requires businesses to pay an annual \$100 filing fee with submission of each Tier II facility report. HEPCRA and its implementing rules also include significant penalties and fines that may be assessed to businesses that fail to submit required Tier II reports.

For further information regarding applicability of the reporting requirements please visit the Hazard Evaluation and Emergency Response (HEER) Office HEPCRA website:

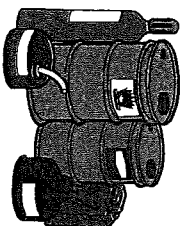
[http://eha-web.doh.hawaii.gov/eha-cma/Leaders/HEER/right-to-know-\(hepcra\)-compliance](http://eha-web.doh.hawaii.gov/eha-cma/Leaders/HEER/right-to-know-(hepcra)-compliance)



### Department of Health

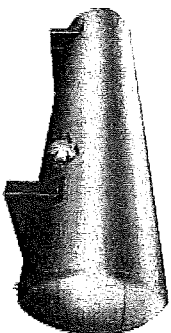
#### Hazard Evaluation and Emergency Response (HEER) Office

919 Ala Moana Blvd, Room 206  
Honolulu, HI 96814  
Phone 808-586-4249, Fax 808-586-7537  
web address: <http://hawaii.gov/doh/heer>



## SHOULD YOU BE REPORTING HAZARDOUS SUBSTANCES OR CHEMICALS FOR YOUR COMPANY?

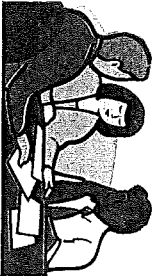
If your business handles hazardous chemicals, hazardous substances, or extremely hazardous substances (EHSS), then you may be required to submit an annual HEPCRA Tier II Chemical Inventory report to the Hawai'i Department of Health (DOH).



### Department of Health

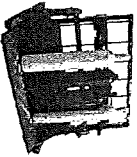
Hazard Evaluation and Emergency Response (HEER) Office

# HEPCRA Tier II Reporting Fact Sheet



## WHY REPORT?

In 1993, Hawai'i passed the Hawai'i Emergency Planning and Community-Right-To-Know Act (HEPCRA). HEPCRA and the federal Emergency Planning and Community Right-To-Know Act (EPCRA) established reporting requirements for businesses that store, use, or manufacture hazardous chemicals, hazardous substances, or EHS. If your facility uses, stores, or manufactures a hazardous chemical and you are not filing a Tier II Chemical Inventory Form on an annual basis, you may be in violation of Hawai'i law Chapter 128E, Hawai'i Revised Statutes (HRS), and Title 11-453, Hawai'i Administrative Rules (HAR).



## HOW WILL MY FACILITY'S INFORMATION BE USED?

Information received will be used by the Hawai'i Department of Health (DOH), Hazard Evaluation and Emergency Response (HEER) Office, the Local Emergency Planning Committee (LEPC), and local emergency agencies such as the fire department for emergency planning and response to accidents or releases of hazardous chemicals or substances. Some federal agencies such as the Department of Homeland Security may also request information from DOH. This information will be helpful in preventing major property damage or loss of life in any type of disaster.



## WHAT ARE THE REPORTABLE HAZARDOUS SUBSTANCES AND CHEMICALS?

There are many different types of hazardous substances that need to be reported if they are present at your business in regulated amounts. Hazardous chemicals are defined by the Occupational Safety and Health Administration (OSHA) and include gasoline, diesel, and any product that requires a Material Safety Data Sheet (MSDS).

The reporting threshold for hazardous chemicals is 10,000 pounds, unless the chemical is considered a hazardous substance or Extremely Hazardous Substance (EHS), in which case the reporting threshold is 500 pounds or less. For example:

- Gasoline, diesel, or other types of fuel not associated with retail gas stations are reportable at equal or greater than 10,000 pounds, or 1,500 gallons.
- Propane is reportable at 2,400 gallons or greater.
- EHS such as chlorine, anhydrous ammonia, sulfuric acid, and others are reportable at 500 pounds or their threshold planning quantities (TPQs).

The SARA Title III Appendix A and B "List of Lists", July 2011 version, identifies hazardous substance and EHS names, Chemical Abstract Service (CAS) category codes, and TPQs at:  
<http://www.epa.gov/oem/tools.htm#lol>



## HOW DO I FILE A REPORT?

A copy of the Tier2Submit software used for generating the annual Chemical Inventory Form Tier II report may be downloaded for FREE from the following Environmental Protection Agency (EPA) website:

<http://www.epa.gov/emergencies/content/epcra/tier2.htm#tierii>

Or, an information packet and forms may be printed from the HEER Office website:

[http://eha-web.doh.hawaii.gov/eha-cma/Leaders/HEER/right-to-know-\(hepcra\)-compliance](http://eha-web.doh.hawaii.gov/eha-cma/Leaders/HEER/right-to-know-(hepcra)-compliance)

Hard copies of the packet and forms are also available at:

Hazard Evaluation and Emergency Response (HEER) Office  
919 Ala Moana Blvd, Room 206  
Honolulu, HI 96814

The annual report and a \$100.00 filing fee for each facility must be submitted by March 1<sup>st</sup> of each year.

- ✓ Submit a copy of the report and the \$100.00 filing fee to the DOH HEER Office.
- ✓ Send an additional copy of the report to your Local Emergency Planning Committee.
- ✓ Send an additional copy of the report to the fire department with jurisdiction over your facility.

You may also contact the HEER Office via phone at 808-586-4249, or the following email addresses: Sharon Leonida at [sharon.leonida@doh.hawaii.gov](mailto:sharon.leonida@doh.hawaii.gov), or Curtis Martin at [clarence.martin@doh.hawaii.gov](mailto:clarence.martin@doh.hawaii.gov)