

Hazardous Materials Inventory Statement

Date: ___/___/___

SEPARATE PAGE NEEDED FOR EACH STORAGE LOCATION

Business Name: <small>(Same as Facility Name or DBA)</small>			Business Address:			Type of Report on This Page: <input type="checkbox"/> Add; <input type="checkbox"/> Delete; <input type="checkbox"/> Revise			Page ___ of ___ <small>(One page per area-minimum)</small>								
Storage Location: <small>(Building/Storage Area-NOT ADDRESS)</small>			EPCRA Confidential Location? <input type="checkbox"/> Yes; <input type="checkbox"/> No Trade Secret Information? <input type="checkbox"/> Yes; <input type="checkbox"/> No			Facility ID # <small>(Agency Use Only)</small>			4 5 - 0 0 0 - 0 0								
1.	2.	3.			4.	5.			6.	7.		8.					
FIRE CODE HAZARD CLASS <small>(see below)</small>	COMMON NAME <small>(Chemical & waste info)</small>	HAZARDOUS COMPONENTS <small>(For mixtures only)</small>			Type & Physical State	QUANTITIES			UNITS	STORAGE CODES		Hazard Categories					
MAP & GRID #'s		Chemical Name	% Wt.	EHS	CAS No.	Max. Amount	Average Amount	Largest Cont.		Storage Pressure	Storage Temp.						
Fire Code Haz. Classes Map# _____ Grid# _____	Name: _____ CAS No.: _____ <input type="checkbox"/> EHS Waste?: <input type="checkbox"/> yes Annual Waste Amount: _____ State Waste Code: _____			<input type="checkbox"/>		<input type="checkbox"/> pure <input type="checkbox"/> mixture			<input type="checkbox"/> gallons <input type="checkbox"/> pounds <input type="checkbox"/> cu. feet <input type="checkbox"/> tons	<input type="checkbox"/> ambient <input type="checkbox"/> > amb. <input type="checkbox"/> < amb.	<input type="checkbox"/> ambient <input type="checkbox"/> > amb. <input type="checkbox"/> < amb. <input type="checkbox"/> cryogenic	<input type="checkbox"/> fire <input type="checkbox"/> reactive <input type="checkbox"/> pressure release <input type="checkbox"/> acute health <input type="checkbox"/> chronic health <input type="checkbox"/> radioactive					
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A Aboveground Tank	B Belowground Tank	C Tank Inside Building	D Steel Drum	E Plastic Drum	F Can	G Carboy	H Silo	I Fiber Drum	J Bag	K Box	L Cylinder	M Glass Bottle or Jug	N Plastic Bottle or Jug	O Tote Bin	P Tank Wagon	Q Rail Car	R Other

- | | | | | | | |
|--|--|---|--|--|--|---|
| FIRE CODE HAZARD CLASSES: 5 = Corrosive
1 = Carcinogen
2 = Combustible Liquid, Class II
3 = Combustible Liquid, Class III-A
4 = Combustible Liquid, Class III-B | 10 = Flammable Liquid, Class I-B
11 = Flammable Liquid, Class I-C
12 = Flammable Solid
13 = Highly Toxic
14 = Irritant | 15 = Liquefied Petroleum Gas
16 = Magnesium
17 = Oxidizing, Class 1
18 = Oxidizing, Class 2
19 = Oxidizing, Class 3 | 20 = Oxidizing, Class 4
21 = Oxidizing Gas, Gaseous
22 = Oxidizing Gas, Liquefied
23 = Organic Peroxide, Class I
24 = Organic Peroxide, Class II | 25 = Organic Peroxide, Class III
26 = Organic Peroxide, Class IV
27 = Other Health Hazard
28 = Pyrophoric
29 = Radioactive | 30 = Sensitizer
31 = Toxic
32 = Unstable (Reactive), Class 1
33 = Unstable (Reactive), Class 2
34 = Unstable (Reactive), Class 3 | 35 = Unstable (Reactive), Class 4
36 = Water Reactive, Class 1
37 = Water Reactive, Class 2
38 = Water Reactive, Class 3
39 = Other |
|--|--|---|--|--|--|---|

EPCRA-IF ANY MATERIALS ON THIS PAGE ARE AN EHS OR HAVE A MAXIMUM STORAGE AMOUNT OF 10,000 POUNDS OR MORE, NOT INCLUDING FUEL IN UST'S PLEASE SIGN HERE _____

Hazardous Materials Inventory Statement Instructions (Modified UPCF Chemical Description Page)

All hazardous materials stored at the facility must be listed on the Hazardous Materials Inventory Statement [or the Unified Program Consolidated Form (UPCF) Hazardous Materials Inventory - Chemical Description form (available on the Internet at <http://www.unidocs.org>)]. This form allows you to report up to six chemicals on a single page.

You must complete a separate inventory line for each individual hazardous material that you handle at your facility in an aggregate quantity subject to Hazardous Materials Business Plan reporting requirements (≥ 55 gallons, ≥ 500 pounds, ≥ 200 cubic feet). The completed inventory must reflect **all** reportable hazardous materials at your facility, reported **separately** for each building or outside storage area, with **separate** inventory lines for unique occurrences of physical state, storage temperature, or storage pressure. Trade secret materials must be listed on separate pages. Where the aggregate quantities of some hazardous materials are below the Business Plan threshold reporting quantity, report the general hazard class of the materials (e.g. "Misc. Flammable Liquids"), rather than the Common Name, and the aggregate quantity of all hazardous materials having this hazard class which individually are below the threshold reporting quantity. Make additional copies of this form if needed. Your local agency may be capable of accepting electronic reporting of this information. Contact your local agency for details.

1. DATE - In the space at the top left side of the form, enter the date this inventory statement page was prepared.
2. BUSINESS NAME - Enter the complete Facility Name.
3. TYPE OF REPORT ON THIS PAGE - Indicate whether the material is being added to the inventory, deleted from the inventory, or if the information previously submitted is being revised. (Note: You may leave this blank if you resubmit your entire inventory annually.)
4. PAGE NUMBER - Number each page of the inventory appropriately.
5. STORAGE LOCATION - Enter the name of the building or outside area where the hazardous materials reported on this page are handled. A chemical stored at the same pressure and temperature in multiple locations in one building or area can be reported on a single line.
6. EPCRA CONFIDENTIAL LOCATION - You must check "Yes" to keep chemical location information confidential. If you do not wish to keep chemical location information confidential check "No." If "Yes," a signature is required on the line provided at the bottom of the form.
7. TRADE SECRET INFORMATION- Check "Yes" if the information in this section is declared a trade secret, "No" if it is not. If "Yes," and the business is subject to EPCRA, disclosure of designated Trade Secret information is bound by 40 CFR and the business must submit a "Substantiation to Accompany Claims of Trade Secrecy" form to the United States Environmental Protection Agency.
8. FACILITY ID NUMBER - This number is for agency use only. Leave this space blank.
9. HAZARD CLASS - In the top part of Column 1 for each material, provide the Fire Code Hazard Classes for the material being reported on each line. See the list of Fire Code Hazard Classifications at the bottom of the form. Contact your local agency for assistance with this if needed.
10. MAP & GRID OR LOCATION CODE - In the bottom part of Column 1 for each material, enter the page number of the Storage Map where the location of the hazardous material is shown, along with the grid coordinates from your Storage Map that correspond to the location of the hazardous material. If applicable, multiple grid coordinates can be listed. If you do not use a grid system, enter the Location Code shown on your Storage Map. OPTIONAL
11. COMMON NAME, CAS NUMBER, EHS, and WASTE INFO- In Column 2 enter the following information:
 - COMMON NAME - The Common Name or Trade Name of the hazardous material or mixture (e.g. Gasoline, Acme Super Solvent).
 - CAS NUMBER - Enter the Chemical Abstract Service (CAS) number for the hazardous material. For mixtures, enter the CAS number of the mixture if it has been assigned a number distinct from its components. If the mixture has no CAS number, leave this column blank and report the CAS numbers of the individual hazardous components in the appropriate section, below.
 - EHS - If the material is considered an Extremely Hazardous Substance as defined in 40 CFR, Part 355, Appendix A, check the EHS box.
 - If material is a WASTE (i.e Waste Oil), check YES. If YES, provide information on annual amount generated and state waste code, if not, leave these space+s blank.
12. HAZARDOUS COMPONENTS - (Note: If the material is not a mixture or waste, skip Column 3 and go directly to Column 4.) In column 3, enter the following information regarding Hazardous Components that make up the material listed in Column 2:

NOTE: do not fill this section out for diesel, gasoline, waste oil, or lubricating oils.

 - CHEMICAL NAME - If the Chemical Name is the same as the Common or Trade Name shown in Column 2, you may leave this space blank. If the material is a mixture, list the chemical name of each hazardous component in the mixture ranked by percent weight (refer to the MSDS or manufacturer). All hazardous components present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, must be reported. If more than five hazardous components exceed these percentages, you may attach an additional sheet of paper to report the required information.
 - % BY WEIGHT - Enter the percentage weight of each hazardous component. If a range of percentages is available, report the highest percentage in that range.
 - EHS - Check the box provided if the component of the mixture is considered an Extremely Hazardous Substance.
 - CAS NUMBER - List the Chemical Abstract Service (CAS) number for each hazardous component.
13. TYPE & PHYSICAL STATE - In column 4, identify the material type and physical state by checking the "pure" or "mixture box and the "solid", "liquid", or "gas" box.
14. QUANTITIES - In the appropriate spaces within column 5, list:
 - MAXIMUM STORAGE AMOUNT* - Enter the maximum amount of the hazardous material or mixture handled in this building or outside area at any one time over the course of the year. This amount must contain, at a minimum, current storage levels with the reflection of additions, deletions, or revisions projected for the current year.
 - AVERAGE STORAGE AMOUNT* - Calculate the average amount of the hazardous material or mixture in this building or outside area. If this is a material that is new to this location, the amount should be the average storage amount you project to be on hand during the course of the year.
 - LARGEST CONTAINER* - Enter the volume of the largest container in which the material is handled at the location.
 - CURIES - If the material is radioactive, use the space provided to report the activity in curies.
 - DAYS ON SITE - Enter the total number of days (e.g. 365) during the year that the material is on site.
 - STORAGE CONTAINER - Using the container codes listed at the bottom of the inventory statement, list every type of container in which the material is stored/handled.

* Except for Curies, units of measure must be the same as that indicated in Column 6.
15. UNITS - In column 6, check the appropriate unit of measure: gallons for liquids, pounds or tons for solids, and cubic feet for gases. If the material is a federally defined EHS and is not a mixture, all amounts must be reported in pounds. Propane should be reported in gallons.
16. STORAGE CODES - In the appropriate spaces within Column 7, list:
 - STORAGE PRESSURE - Check the box that best describes the pressure at which the material is stored: ambient (standard), > amb. (greater than ambient), < amb. (less than ambient), or cryogenic.
 - STORAGE TEMPERATURE - Check the box that best describes the temperature at which the material is stored.
17. HAZARD CATEGORIES - In column 8, check the box(es) to describe all physical, health, and radioactivity hazards associated with the hazardous material.

PHYSICAL HAZARDS	HEALTH HAZARDS
Fire: Flammable Liquids and Solids, Combustible Liquids, Pyrophorics, Oxidizers	Acute Health (Immediate): Toxics, Highly Toxics, Irritants, Sensitizers, Corrosives, other hazardous chemicals with an adverse effect with short-term exposure
Reactive: Unstable Reactives, Organic Peroxides, Water Reactives, Radioactives	
Pressure Release: Explosives, Compressed Gases, Blasting Agents	Chronic Health (Delayed): Carcinogens, other chemicals with an adverse effect with long-term exposure