



# CITY OF BOSTON

# LEPC

## LOCAL EMERGENCY PLANNING COMMITTEE

January 2009

LEPC Announcement

**Mayor Thomas M. Menino  
and  
Fire Commissioner  
Roderick J. Fraser, Jr.**

**Co-Chairmen**

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### NOTICE: MARCH 1, 2009 DEADLINE FOR FILING TIER II REPORTS FOR REPORTING (CALENDAR) YEAR 2008

#### What is Tier II reporting?

Under the Emergency Planning and Community Right to Know Act (EPCRA), facilities using, storing or manufacturing more than a certain amount of hazardous chemicals on-site at any time during the reporting year (2008) are required to submit reports on their chemical inventories to state and local authorities. You should determine whether the Tier II regulations are applicable to your facility. Please use the reference table below to assist in this determination

#### Tier II reporting thresholds

|                                       |  |
|---------------------------------------|--|
| Extremely Hazardous Substances (EHS)* | 500 pounds (227 kg) or threshold planning quantity, whichever is less. |
| All other hazardous substances:       | 10,000 pounds (4,540 kg) for any material that has an MSDS             |

\*You may obtain a list of EHS substances on the EPA website at [www.mass.gov/mema](http://www.mass.gov/mema) and clicking on EPA Tier II information or by contacting the State Emergency Response Commission (SERC)

#### How do I file Tier II reports?

The Massachusetts State Emergency Response Commission (SERC), through the authority of EPCRA, **requires** facilities to submit Tier II reports by using the **TIER2Submit2008** software. You can download this application from the EPA Website by using the link found at [www.mass.gov/mema](http://www.mass.gov/mema) and clicking on link "EPA Tier II information".

**Please note that previous editions of Tier2Submit software are unacceptable for 2008 reporting and cannot be used.**

## Local Emergency Planning Committees

### Further Reading

### Contact Information

Massachusetts  
Emergency Management  
Agency  
<http://www.mass.gov/mema>

US EPA Tier II  
[www.epa.gov/oem](http://www.epa.gov/oem)

Boston Local Emergency  
Planning Committee  
[lepc.bfd@cityofboston.gov](mailto:lepc.bfd@cityofboston.gov)

Operating  
organizationally under  
the Emergency Planning  
and Preparedness  
Division in the Boston  
Fire Department

**Deputy Chief  
Gerard T. Fontana**

**Captain James  
Bruynell  
Director**  
[Jamesb.bfd@cityofboston.gov](mailto:Jamesb.bfd@cityofboston.gov)

For more information  
contact the Boston LEPC at  
617-343-3045



## Where do I submit Tier II reports?

Submit Tier II reports to the following:

1. The Massachusetts SERC. The 2008Tier2Submit file, should be saved in zip format, and then sent by e-mail to **Tier2@state.ma.us**. Please use **"CompanyName2008Tier2.zip"** as the naming convention. If you are unable to e-mail a zip file, you may e-mail an original .t2s file to the same email a .zip file, you may email an original .t2s file to the same email address. Please use the same naming convention e.g.: **"CompanyName2008Tier2.t2s"**.

2. Your local emergency planning committee (LEPC).

3. Your local fire department.

**Note:** For facilities reporting to the City of Boston LEPC, duplicate copies **DO NOT** have to be sent to the LEPC and the Boston Fire Department. This does not apply to Logan Airport MassPort Title III facilities, in this case one copy to City of Boston LEPC and one copy to MassPort Fire/Rescue. It is advised that you send your report via certified mail.

The City of Boston LEPC office can receive Tier II reports via email at [lepc.bfd@cityofboston.gov](mailto:lepc.bfd@cityofboston.gov) by using the Tier 2 Submit program. Please use the same naming convention as your state submission.

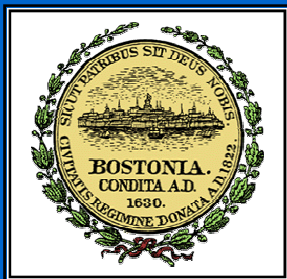
## What's New This Year

The new versions of CAMEOfm and CAMEO Chemicals are planned to be available for downloading from the CAMEO Website <http://www.epa.gov/oem> on February 2, 2009.

Also, if you're preparing a Tier2 report for your facility, be sure to use Tier2 Submit 2008 software, which will allow you to link your facility plan to your Tier2 data in your report. Tier2 Submit 2008 is available online at no cost: <http://www.epa.gov/oem>.

## Further Information and Assistance

You may obtain additional information and assistance in preparing and submitting Tier II reports by contacting the City of Boston LEPC Coordinator Jennifer Ryan at [jennifer.ryan.bfd@cityofboston.gov](mailto:jennifer.ryan.bfd@cityofboston.gov).



## The Emergency Planning and Community Right-to-Know Act

On October 17, 1986, the Superfund Amendments and Reauthorization Act of 1986 (SARA) was enacted into law. One part of the SARA provisions is Title III: *The Emergency Planning and Community Right-to-Know Act of 1986*. (EPCRA). Title III, now more commonly known as EPCRA, establishes requirements for Federal, State, and local governments and industry regarding emergency planning and community right-to-know reporting on hazardous and toxic chemicals.

The legislation builds upon the United States Environmental Protection Agency's (EPA) *Chemical Emergency Preparedness Program* (CEPP), state and local programs, and the *Chemical Manufacturers Association* CAER program aimed at helping communities to better meet their responsibilities in regard to potential chemical emergencies.

The Emergency Planning and Community Right to Know Act establishes **Local Emergency Planning Committees** (LEPCs) and requires them to evaluate hazardous chemicals in storage, use or transportation in the community and to develop plans to respond to emergencies involving these hazardous materials.

### Local Emergency Planning Committees

The local emergency planning committee (LEPC) created by provisions of the US *Comprehensive Environmental Response, Compensation, and Liability Act* (CERCLA) can provide detailed information regarding facilities and preparedness activities in your community. It has four basic functions by law:

1. To develop a comprehensive emergency plan for the community and keep the plan up-to-date;
2. To receive information about accidental releases;
3. To collect, manage, and provide public access to information on hazardous chemicals in the community;
4. To educate the public about risks from accidental and routine releases of chemicals and work with facilities to minimize the risks.

The LEPC *must* provide copies upon request of the Tier 2 forms containing hazardous material inventories and spill reports submitted by the responsible party. It can also request from the facility *Material Safety Data Sheets* for chemicals used by the facility. They also have copies of the communities' response plan and by March 1<sup>st</sup> of each year have the risk management plans generated by the *Clean Air Act*. The committee should be able to refer individuals needing additional information or clarification to more specialized help from either a facility representative, state agencies, or other sources that may be applicable

### FURTHER READING

*LEPCs and Deliberate Releases: Addressing Terrorist Activities in the Local Emergency Plan:* <http://www.epa.gov/emergencies> (PDF)

