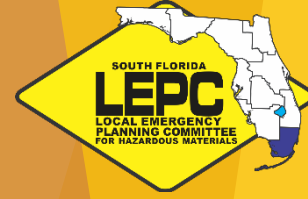




South Florida Local Emergency Planning Committee (SoFlaLEPC)

EPCRA How-to-Comply Workshop / E-Plan Training

February 13, 2023



South Florida Regional Planning Council

RPC's increase convening, planning, information sharing, and collaboration among local governments across their region



Emergency Preparedness Program

Staff & coordinate the SoFlaLEPC

Conduct Hazard Analyses in Monroe Co.

Provide training under the Pipeline and Hazardous Materials Safety Administration (PHMSA) HazMat Emergency Preparedness Grant



Southeast Regional Domestic Security Task Force

Meet with regional leaders and responders to discuss community threats & needs

Provide Homeland Security Exercise & Evaluation Program (HSEEP) exercise support and assistance to local agencies



Roles for South Florida LEPC?

- Pursuant to the Emergency Planning and Community Right-To-Know Act, a Local Emergency Planning Committee (LEPC) is responsible for preparing a regional hazardous materials emergency response plan, serves as a repository for regional hazardous materials information, and performs outreach functions to increase hazardous materials awareness.
- Local Emergency Planning Committees (LEPC) are NOT response agencies
- LEPCs provide a forum for chemical-related emergency planners, responders, and stakeholders
- The Region 11 LEPC (as well as FL's other LEPCs) use the forum to share resources and coordinate
- LEPCs serve as a Point of Contact (POC) for Fire Departments / Hazardous Materials teams, intergovernmental agencies (e.g., Local, County, State), and chemical-storage facilities
- Force Multiplier: 35+ members from different sectors ready to assist!



Roles for South Florida LEPC?

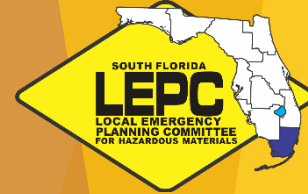
- Chemical storage information: Via E-Plan, LEPC's can access Section 302 facilities' Tier II reports and risk management data (e.g., chemicals on site, quantities, points-of-contact)
- Coordinate free HazMat-related training within the region (more details later)
- Upon request, provide technical assistance to the region for EPCRA-related items (e.g., conducting hazard analyses, Tier 2 reporting)
- Conduct presentations and outreach: like this one! 🗺️

Chapter 2. EPCRA Section 302: Emergency Planning Notification

The purpose of EPCRA Section 302 is to establish and identify a list of substances of concern and gather information on the presence of these substances at each facility in the community for emergency planning and response. Specifically, this section of the law requires EPA to publish a list of extremely hazardous substances (EHSs) and their threshold planning quantities (TPQs) and requires facilities that handle these substances to notify their SERC or TERC and LEPC or TEPC that the facilities are subject to emergency planning.

Source: <https://www.epa.gov/system/files/documents/2022-01/chapter-2-epcra-section-302.pdf>

[soflalepc.org](https://www.soflalepc.org)



Where is “our region?”

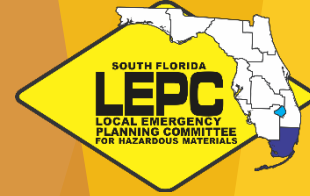
- The SoFlaLEPC is one of ten LEPC’s in the State of Florida
- The SoFlaLEPC’s zone includes Broward, Miami-Dade, and Monroe Counties
- Statewide LEPC’s and RPC’s work closely together and share best practices

FLORIDA LOCAL EMERGENCY PLANNING COMMITTEE CONTACTS				
EMERALD COAST LOCAL EMERGENCY PLANNING COMMITTEE				
CHAIR	STAFF	ADDRESS	PHONE	EMAIL
Richard Delp	Debbie Thayer	P.O. Box 11399 Pensacola, FL 32514	850-332-7976, ext. 225	debbie.thayer@ecrc.org http://www.ecrc.org/LEPC
APALACHEE LOCAL EMERGENCY PLANNING COMMITTEE				
CHAIR	STAFF	ADDRESS	PHONE	EMAIL
Kevin Peters	Anthony Carpanni	2507 Callaway Road, Suite 200 Tallahassee, FL 32308	(850) 488-6211 ext. 112	Acarpanni@thearp.com http://thearp.com/
NORTH CENTRAL FLORIDA LOCAL EMERGENCY PLANNING COMMITTEE				
CHAIR	STAFF	ADDRESS	PHONE	EMAIL
Shayne Morgan	Scott Koons	2009 N.W. 67 Place Gainesville, FL 32653-1603	(352) 955-2200 ext. 101	koons@ncfrpc.org http://www.ncflpc.org/
NORTHEAST FLORIDA LOCAL EMERGENCY PLANNING COMMITTEE				
CHAIR	STAFF	ADDRESS	PHONE	EMAIL
Richard Knoff	Tyler E. Nolen	100 Festival Park Avenue Jacksonville, FL 32202	(904) 279-0880 ext. 108	tnolen@nefrpc.org http://www.neflpc.org/
EAST CENTRAL FLORIDA LOCAL EMERGENCY PLANNING COMMITTEE				
CHAIR	STAFF	ADDRESS	PHONE	EMAIL
Burch Lusdemalk	Michelle Cechowski	455 North Garland Avenue Orlando, FL 32801	(407) 245-0300 ext. 317	michelle@ecfrpc.org http://www.ecfrpc.org/
CENTRAL FLORIDA LOCAL EMERGENCY PLANNING COMMITTEE				
CHAIR	STAFF	ADDRESS	PHONE	EMAIL
Todd Tanner	Curtis Knowles	555 East Church Street Bartow, FL 33830	(863) 534-7130 ext. 124	cknowles@cfprpc.org http://www.cfprpc.org/
TAMPA BAY LOCAL EMERGENCY PLANNING COMMITTEE				
CHAIR	STAFF	ADDRESS	PHONE	EMAIL
Robert Bassett	Brian Ellis	4000 Gateway Centre Blvd., Suite 100 Pinellas Park, FL 33782-3616	(727) 570-5151 ext. 10	brian@tbrpc.org http://www.tbrpc.org/
SOUTHWEST FLORIDA LOCAL EMERGENCY PLANNING COMMITTEE				
CHAIR	STAFF	ADDRESS	PHONE	EMAIL
Bruce Porter	Amelia Williams	1400 Colonial Blvd, Suite 1 Fort Myers, FL 33907	(844) 988-8244 ext. 703	awilliams@swfrpc.org http://www.swfrpc.org/
TREASURE COAST LOCAL EMERGENCY PLANNING COMMITTEE				
CHAIR	STAFF	ADDRESS	PHONE	EMAIL
Frank Lasaga	Kathryn Boer	421 SW Camden Avenue Stuart, FL 34994	(772) 221-4060 ext. 24	kboer@trpc.org http://www.trpc.org/
SOUTH FLORIDA LOCAL EMERGENCY PLANNING COMMITTEE				
CHAIR	STAFF	ADDRESS	PHONE	EMAIL
Ray McDonald	Charlene Burke	One Oakwood Blvd, Suite 221 Hollywood, FL 33020	(954) 924-3653	churke@sfrpc.com http://www.sfrpc.com/

Disclaimer: Map is intended for reference only
No warranty for accuracy provided

Created By: GIS Section
Requested By: Robert Dietrich
Date: 1/6/2023
Time: 3:22:00 PM
Path: S:\Maps\LEPC_20230106.mxd

LOCAL EMERGENCY PLANNING COMMITTEES STATE OF FLORIDA



Why are LEPC's in every region of the state?

- The Emergency Planning and Community Right-to-Know Act (EPCRA) was passed by Congress in 1986 as Title III of the Superfund Amendments and Reauthorization Act (SARA Title III)
- EPCRA was created to protect communities from the health and environmental hazards associated with hazardous chemicals in the US.
- Under Section 312 of the Act, regulated industries must file an annual Tier II report with the SERC and local fire department for hazardous and/or extremely hazardous substances stored, used, or manufactured on site for more than a 24-hour period at any time during the previous calendar year.
- LEPCs in Florida were created by the State legislature in 1988 to implement EPCRA



What is the make up the LEPC?

- Current membership consists of local professionals representing occupational categories such as fire rescue / HazMat, law enforcement, emergency management, environmental, transportation, public utilities, health / medical, and private industry. For example:
 - Miami-Dade, Broward, Monroe and Miramar EM Dept's
 - FDOH, FDEP, and FDOT
 - Fire Rescue: Miami-Dade, Monroe, City of Miami, FTL, Hollywood, and more
 - Broward Enviro & Consumer Protection, Miami-Dade Enviro Resource Management, and Miami-Dade Water & Sewer Dept
 - Borden Dairy, Memorial Healthcare, Florida Gas Transmission, Cliff Berry, Jet Blue, Dean Foods/McArthur Dairy, Gordon Food Services, and more

****Other Duties as Assigned****

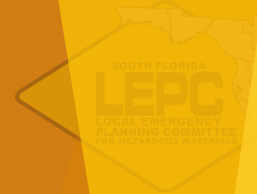
- Annually, LEPCs update the HazMat Emergency Response Plan. The Plan closely follows Counties' Comprehensive Emergency Management Plans (CEMP)
- Conduct annual training exercises to test and validate the Plan
- LEPC holds quarterly meetings that are open to the public
- Next meeting: February 15, 2023 (Virtual)





South Florida LEPC Exercises

- Training Exercises from the last several years:
 - 2018 - Anhydrous Ammonia incident during transport
 - 2019 - CSX Rail HazMat Incident
 - 2021 - Functional Radiological Exercise: Completed with the assistance of FDOH's Bureau of Radiation Control; Brought "live" radioactive samples to multiple locations in Broward and Miami-Dade to test responder's HazMat devices
 - 2022 - Propane (Autogas) flare off



HazMat Emergency Preparedness Training



- Offer FREE hazardous materials training for responders and others in the public/private sector
- Over the last 19 years, we have provided more than 6,000 students nearly 74,000 hours of training
- Recently offered trainings include:
 - OSHA 8-hour HAZWOPER Refresher (Hazardous Waste Operations & Emergency Response)
 - 160-hour HazMat Technician Courses to first responders
 - Air Detection & Monitoring Course



South Florida LEPC

- Purchased HazMat training props (\$15,000+)



Dome Leak Simulator



Chlorine One-Ton Cylinder End



Chlorine Rail-Car Dome



Chlorine Emergency Kit

South Florida LEPC

- Equipment stored in shared trailer to transport props across the region
- Trailer sports logos from LEPC and seven HazMat Teams in our District:



- Miami-Dade
- BSO
- City of Miami
- Fort Lauderdale
- Hialeah
- Hollywood
- Sunrise



That was a lot...
Good thing the EPA
created a video to
break it down!

[Video](#)



What is E-Plan?





[Home](#)

[Chemical Search](#)

[WMD Information](#)

[NIOSH Pocket Guide](#)

[ATSDR Toxic Profile](#)

[WISER](#)

[E-Plan Online Training](#)

[E-Plan Online Filing \(Tier2\)](#)

[E-Plan News](#)

[E-Plan Facilities/State](#)

[OSHA Occupational Chemical Database](#)

[DisasterAssistance.gov](#)

[EPCRA Title III Consolidated List of Lists](#)

[Chemical Hazards Emergency Medical Management](#)

E-Plan - Emergency Response Information System

<p>FIRST RESPONDERS</p> <p>Login Page</p> <p>Federal, State, and Local Government Personnel</p>	<p>Online Tier2 eSubmit</p> <p>Login Page</p> <p>Tier II Submitters, Facility Managers, and Business Owners</p>
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E-Plan for First Responders

UserID [Forgot User Id](#)

Password [Forgot Password](#)

[Login](#)

[Don't have an E-Plan's User ID? Create New Account](#)

- <https://erplan.net>



What is E-Plan?

<https://erplan.net>

[Home](#)

[Maintain Account](#)

Search Functions

[Facility Search](#)

[Facility Chemical Search](#)

[Facility Visual Search](#)

[Authorized Users](#)

[Chemical Search](#)

[WMD Information](#)

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[DisasterAssistance.gov](#)

[EPCRA Title III Consolidated List of Lists](#)

[Chemical Hazards Emergency Medical Management](#)

[NOAA Guide to Responder Tools](#)

Facility Search

Search for Facility(ies) by giving search parameter

Facility ID

Facility Name

Company Name

Street Address

Select State

Select County/Parish

City Name

Zip Code

Filing Type

- 302
- 304
- 311
- Tier2
- TRI
- RMP (by Tier2 User)
- RMP (by EPA)

Filing Year

Newly submitted or modified facilities since last login



What is E-Plan?

- Facility Search Example: Broward facilities in 2022 with “City of Hollywood” in the name

No.	Id	Facility Name	Company Name	Filing Type by Submitter	Filing Year(Type)	Street Address	City	County	State
1	7245540	CITY OF HOLLYWOOD - MUNICIPAL MARINA	CITY OF HOLLYWOOD - PRCA	Tier2	2022 (Tier2)	700 POLK STREET	HOLLYWOOD	Broward	FL
2	7245541	CITY OF HOLLYWOOD - WTP	CITY OF HOLLYWOOD - PUBLIC UTILITIES	302 Tier2	2022 (Tier2)	3441 HOLLYWOOD BOULEVARD	HOLLYWOOD	Broward	FL
3	7245542	CITY OF HOLLYWOOD - WWTP	CITY OF HOLLYWOOD - PUBLIC UTILITIES	302 Tier2 RMP	2022 (Tier2)	1621 NORTH 14 AVENUE	HOLLYWOOD	Broward	FL
4	7245543	Hollywood West Pumping Station-WHPS	City of Hollywood	Tier2	2022 (Tier2)	2400 N 68th AVE	Hollywood	Broward	FL

Page 1

No of Results per page :

Showing 4 of 4 result(s)

indicates facility with uploaded document(s)

- <https://erplan.net>



What is E-Plan?

- Chemical Search: Chlorine facilities in Broward County storing 10,000-24,999 pounds (~ 850-2,125 gallons) reporting in 2022

No.	Id	Facility Name	Company Name	Filing Type by Submitter	Filing Year(Type)	Street Address	City	County	State
1	7155495	City of North Lauderdale		RMP	2022 (RMP)	841 SW 71 Avenue	North Lauderdale	Broward	FL
2	7271351	CITY OF NORTH LAUDERDALE - WTP	U S WATER SERVICES - OPERATOR	302 Tier2 RMP	2022 (Tier2)	841 SOUTHWEST 71 AVENUE	NORTH LAUDERDALE	Broward	FL
3	7149027	Lauderhill Water Treatment Plant	City of Lauderhill	RMP	2022 (RMP)	2101 N.W. 49th Avenue	Lauderhill	Broward	FL

Page 1

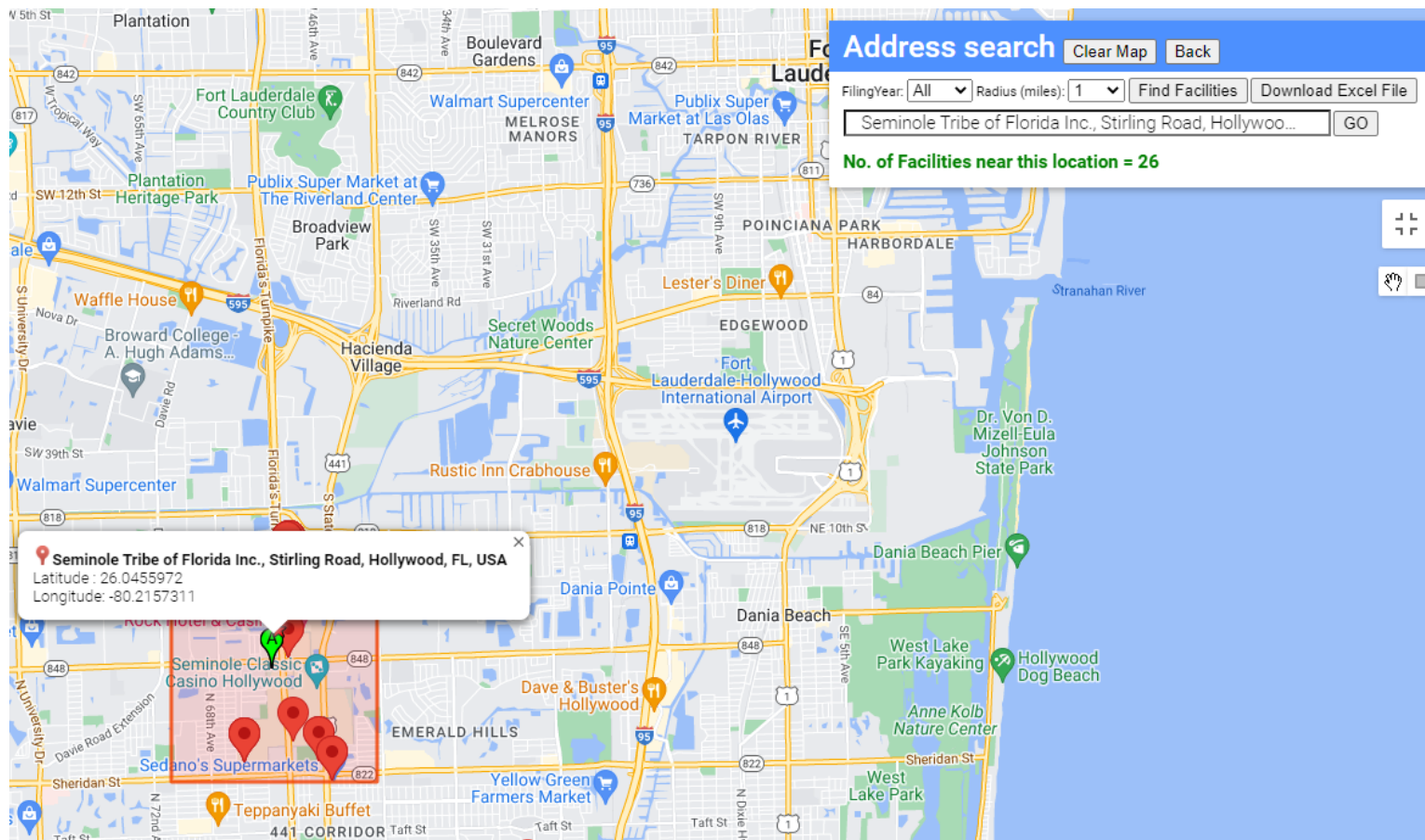
No of Results per page :

Showing 3 of 3 result(s)

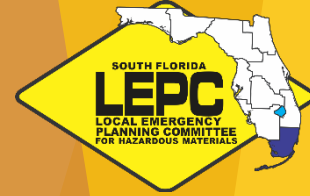
indicates facility with uploaded document(s)

What is E-Plan?

- Facility Visual Search: All reporting facilities within one mile of the center of the Seminole Tribe of Florida Inc. (Stirling Rd) for 2022



• <https://erplan.net>

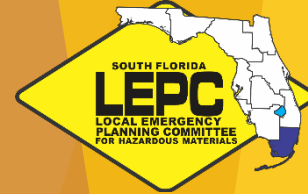


What is E-Plan?

- Emergency Contact Info:

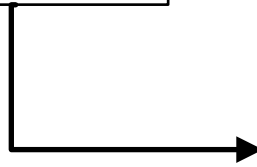
Facility Contact Information			
Name	Contact Type	Phone	Email
Phil Hyer	Emergency Contact	Emergency - 954- 24-hour - 954-545	
Phil Hyer	Fac. Emergency Coordinator	Emergency - 954- 24-hour - 954-545-	
Randolph Brown	Owner / Operator	24-hour - 954 5 Emergency - 95 Work - 954-545-	
Phil Hyer	Primary	Emergency - 954- 24-hour - 954-545	
Maria Loucraft	Submitter	Work - 954-545	
Maria Loucraft	Tier II Information Contact	Emergency - 56 Work - 954-545- 24-hour - 954-5	

- <https://erplan.net>



What is E-Plan?

General Facility Information

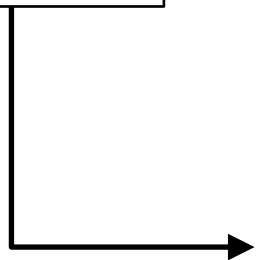


Facility	PUBLIX SUPER MARKETS - DEERFIELD BEACH DISTRIBUTION
Company	PUBLIX SUPER MARKETS
Filing Year	2016 (Tier2)
Department	
Address	77 Di FL
Latitude	26
Longitude	-8
USNG	17
Location	Int
Max occupancy	12
Email	Int
Type of Facility by Submitter	Ef Ef Ef Cj
Data Management	La Fi Di Di Di TF FI RI Nj
Notes	Information not available

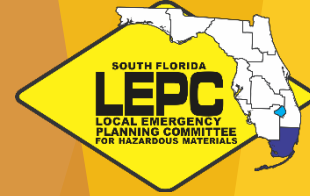
<https://erplan.net>

Show Google Map Advance Google Map Printer Friendly Version Detailed View
Download Tier2 Zip File Download Google Earth File Download Tier II Report Facility Weather

Options How to Use Facility Information



What is E-Plan?



<https://erplan.net>

EHSs are identified in orange

SODIUM CYANIDE (NA(CN)) [HYDROCYANIC ACID, SODIUM SALT] (EHS Chemical)	143-33-9	110	2	110	3 0 0 -	Mixture Solid Acute Chronic Reactive EHS	MSDS Profile CHRIS
Synonyms: Cianuro de sodio (dot spanish);Cyanasalt h;Cyanasalt s;Cyanide of sodium;Cyanobrik;Cyanogran;Cyanure de sodium (dot french);Cymag;Hydrocyanic acid, sodium salt;Natrium cyanide;Rcra waste number p106;Sodium cyanide;Sodium cyanide (as cn);Sodiui;							
Sodium Hydroxide [Caustic Soda] Below Reporting Thresholds	1310-73-2	5,487	3	5,487	3 0 1 -	Mixture Liquid Acute Chronic Reactive	SDS MSDS Profile CHRIS
Synonyms: Caustic soda,solution;Aetznatron;Ascarite;Caustic soda;Caustic soda, solution;Collo-grillrein;Collo-tapetta;Hidr+xido de sodio, en soluci+n (dot spanish);Hydroxyde de sodium, en solution (dot french);Lye;Soda, caustic;Soda lye;Sodium hydrate;							
SODIUM SILICATE Below Reporting Thresholds	6834-92-0	3,146	3	3,146	3 0 0 -	Mixture Solid	SDS MSDS Profile CHRIS
Synonyms: 49fg;Agrosil Ir;Agrosil s;Antef c 2;Antef m 1;As bond 1001;Britesil;Britesil c 20;Britesil c 24;Britesil h 20;Britesil h 24;Carsil;Carsil (silicate);Chemsilate;Crystal 0070;Crystal 100n;Crystal 120a;Crystal 79;Crystamet;Dab vi;Disodium;							
Sulfuric acid (EHS Chemical)	7664-93-9	2,600	3	2,600	3 0 2 W	Mixture Liquid Acute Chronic Reactive EHS	MSDS Profile CHRIS
Synonyms: Acide sulfurique (dot french);Acide sulfurique, contenant plus de 51% dacide (dot french);Acido sulf+rico (dot spanish);Acido sulf+rico, con m-s del 51% de -cido (dot spanish);Battery acid;Bov;Chamber acid;Contact acid;Dihydrogen sulfate;Dipping;							

soflalepc.org


What is E-Plan?

- Plume Models:

Chemical Name: Ammonia

Toxic levels of concern: (20ppm, 2ppm, 0.5ppm)

Plume Server Time: 10:18:25 3/22/2017



- Partly Cloudy
- Overcast

Ground Conditions:

- Open Country (Open Ground)
- Urban or Forest (Rough Ground)
- Open Water

Source:

- Continuous
- Instantaneous

Chemical Amount:

10

- pounds
- pounds/m
- pounds

Release Duration mins

Weather Station

DFBS1 Deerfield Beach Fire & Rescue Str '

mins

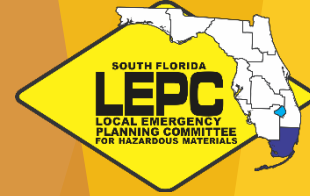
Schools **Hospitals**

**radius: 3km plus maximum release distance*

Braithwaite School

Census Information

- <https://erplan.net>



How is E-Plan information verified?

- Under EPCRA regulations, counties are required to conduct hazards analyses on Section 302 Facilities
- Counties may contract with LEPCs to conduct the analyses for them
- The South Florida LEPC is contracted to conduct analyses for Monroe County
- Miami-Dade and Broward counties independently conduct their own analyses

Chapter 2. EPCRA Section 302: Emergency Planning Notification

The purpose of EPCRA Section 302 is to establish and identify a list of substances of concern and gather information on the presence of these substances at each facility in the community for emergency planning and response. Specifically, this section of the law requires EPA to publish a list of extremely hazardous substances (EHSs) and their threshold planning quantities (TPQs) and requires facilities that handle these substances to notify their SERC or TERC and LEPC or TEPC that the facilities are subject to emergency planning.

Source: <https://www.epa.gov/system/files/documents/2022-01/chapter-2-epcra-section-302.pdf>
soflalepc.org



What is a Hazard Analysis?

- For each Section 302 Facility that reports to the State, counties must identify or verify the following:
 - Location
 - Emergency Contacts
 - Transportation routes to and from the Facility
 - EHS chemicals, amounts, largest container
 - Determination of probable affected area and population in the event of a chemical release



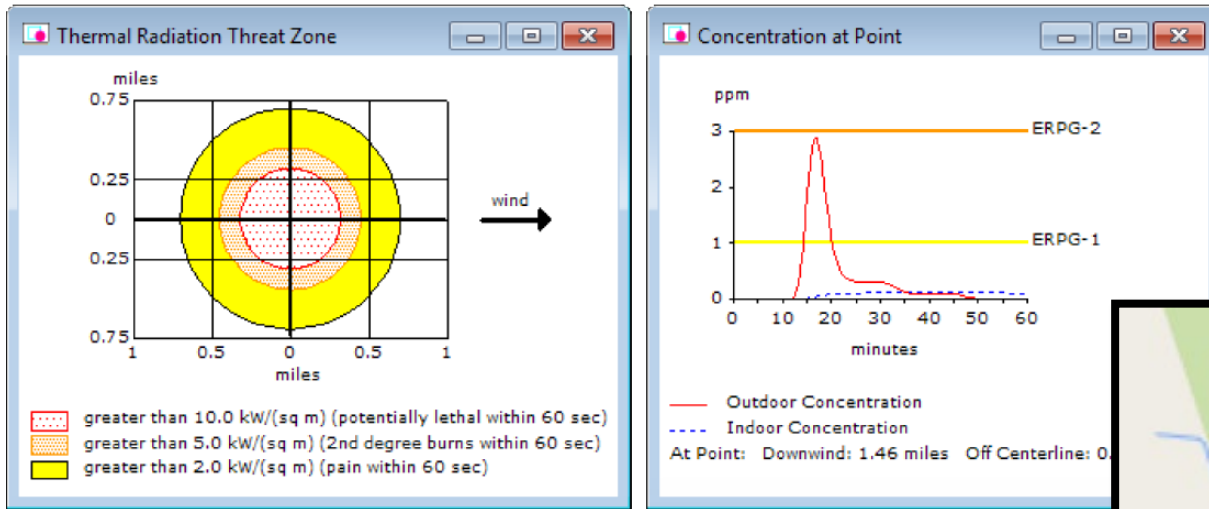
What is a Hazard Analysis?

- Facility site visits, not inspections, will take place to verify information
- Information is reported into CAMEO (Computer-Aided Management of Emergency Operations)
 - MarPlot - Mapping application (EPA)
 - CAMEO - Information management software (EPA)
 - ALOHA - Plume modeling software (EPA)
 - CAMEO Chemicals - Online chemicals database (EPA)

The CAMEO® software suite is the property of the U.S. Environmental Protection Agency (EPA) and the National Oceanic and Atmospheric Administration (NOAA). CAMEO®, ALOHA®, and MARPLOT® are registered trademarks of the United States Government.

Sample outputs from CAMEO, ALOHA

Sample ALOHA Output



Some sample ALOHA output. On the left, the circular thermal radiation threat zone estimates for a BLEVE. On the right, a point graph shows the toxic concentration hazard over time at a specific location; the horizontal lines show how the concentration compares to the chosen toxic levels of concern.





Thank you!

Charlene Burke

**LEPC Coordinator, South Florida Regional Planning Council
South Florida LEPC**

cburke@sfrpc.com



Now... FDEM's Wendy Reynolds presenting E-Plan Training!

E-Plan Tier II Filing Instructions



State of Florida Emergency Response Commission

2555 Shumard Oak Boulevard

Tallahassee, FL 32399

(850) 815-4000

Getting Started



To begin your filing, go the E-Plan website at <https://erplan.net/eplan/home.htm>

A screenshot of the E-Plan website home page. The page features a navigation menu on the left with links for Home, Chemical Search, WMD Information, NIOSH Pocket Guide, ATSDR Toxic Profile, and CHEMTREC. The main content area is titled "E-Plan - Emergency Response Information System" and is divided into two columns. The left column is labeled "FIRST RESPONDERS" and includes a "Login Page" button for Federal, State, and Local Government Personnel. The right column is labeled "Online Tier2 eSubmit" and includes a "Login Page" button for Tier II Submitters, Facility Managers, and Business Owners. A red circle highlights the "Online Tier2 eSubmit" section, and a red arrow points from the text "Click here to file Tier II report in E-Plan." to this section. The page also includes logos for the Department of Homeland Security, UT Dallas, and the Environmental Protection Agency. A "Contact Us" link is visible at the top right of the page.

Your page should look like this. Filers click on the Login Page button under Online Tier2 eSubmit.

[Click here to file Tier II report in E-Plan.](#)

Welcome to E-Plan's Online Tier II Reporting System

This easy E-Plan online reporting system will allow you to create a report you can submit to your state to meet their requirement for filing of (SARA Title III) Tier II Emergency and Hazardous Chemical Inventory Reports. This system is for Tier II filing organizations to file their Tier II reports to the State each year. However, filing Tier II report via E-Plan may not fulfill the mandate per your state SERC and/or county LEPC and local fire department. Contact your State and County officials to see if they accept E-Plan as a form of electronic filing.

If you have comments or questions, please use the [Contact Us](#) button on any E-Plan website page.

Important Notes

1. Completed Tier II forms for reporting year 2017 are due by **March 1, 2018**.
2. For reporting year 2017, **UT Dallas** institutes **an administrative charge** for organizations that use E-Plan for creating/filing online Tier II reports. Please look at the **list** to see if a charge for creating/filing applies to each facility. Detailed instructions including how and where to pay online payment are available. Please view this step-by-step **guide**.
3. For the 2017 reporting year, nine States (i.e., **Alabama, Florida, Georgia, Mississippi, Montana, New York, North Carolina, South Carolina, and Tennessee**) and several Counties (i.e., **Warren County (OH), Chesapeake City (VA), Hopewell City (VA), Patrick County (VA), Pittsylvania County (VA), and Shenandoah County (VA)**), will accept E-Plan as an electronic reporting system.
4. If your State or County requires you to submit such as .t2s or .t2s files, you must submit such as .t2s or .t2s files via E-Plan. Please refer to your state's web site and the **EPA's State Tier II Reporting Requirements and Procedures** for submission details.
6. E-Plan online Tier II training video. Click **here** to watch.

Links to retrieve login information

New Florida filers/facilities only!

Sign In

If you have already registered for an account, enter your Access ID and password in the boxes below and Sign In to access or update your account and data.

[Forgot Access ID](#)

[Forgot Password](#)

Sign In

New to E-Plan?

Create An Account

If you already have an account, you will enter your login information here. If you do not know your login, or if you are uncertain if your facility has an existing account, click on **Forgot Access ID** or **Forgot Password** to retrieve your login information. **Note: Your email address must match the email that is reflected as the account owner, or the information will not be provided.**

If you are assuming filing responsibilities from someone else, you will need to submit a request to E-Plan by clicking on the **Contact Us** link. E-Plan will ask you to verify your affiliation with the facility/company via email before providing login information.

If your facility is a new filer in the State of Florida, you will click on the orange 'Request New Account' button. Fill in the requested information and your account information will be emailed to you.

Do not create a new account if your company filed last year!

E-Plan Online Filing Submission Management

Access ID: 1058002 (Wendy Reynolds)

EPCRA 312 (Tier2)	EPCRA 302	
<p>ENTER NEW DATA/ RETRIEVE OLD DATA</p> <p>Use this function to enter data for a new year or make changes to data of an year already submitted</p> <p>Select a year to file/retrieve Tier II data: <input type="text" value="Select Filing Year"/></p> <p>Currently filed years : <input type="button" value="2018"/> <input type="button" value="2017"/></p> <p><input type="button" value="Continue"/></p>	<p>COPY DATA</p> <p>Use this function to copy data from a submitted year to any year up to the current filing year</p> <p>Note: Copy function will transfer all previously filed Tier II data and site plans</p> <p>From: <input type="text" value="Previous Year"/></p> <p>To: <input type="text" value="Filing Year"/></p> <p><input type="button" value="Copy Data"/></p>	<p>IMPORT TIER2</p> <p>Use this function to import an existing Tier2 '.zip', Tier2 '.t2s', or CAMEO '.zip' file.</p> <p>Note: THE TIER2 OR CAMEO DATA FILES WILL IMPORTED WITHOUT AUTO FILING YEAR REVISION. FOR EXAMPLE, IF A TIER2 FILE IS FOR YEAR 2018, IT WILL BE REPORTED AS YEAR 2018 SUBMISSION. YOU WILL NEED TO CONVERT THE SUBMITTAL YEAR FROM 2018 TO THE CURRENT YEAR USING THE COPY DATA FUNCTION</p> <ul style="list-style-type: none">NOTE THAT THE TIER2 '.ZIP' OR TIER2 '.T2S' FILE SHOULD CONTAIN ONE XML DATA FILE AND DOCUMENTS UNDER SitePlansTemp folder.XML DATA FILE SHOULD HAVE XML TAGGED VALUES AND '.XML' FILE EXTENSION. <p><input type="button" value="Import 'zip / t2s'"/></p>

New Filers Use this column.

Do not click the gold EPCRA 302 tab. Please contact our office for instructions on how to file a Section 302 Notification in E-Plan.

New filers will go to the first column and select a filing year from the drop-down box and click 'Continue'. From there, you will enter your data in the same order as described for existing filers.

E-Plan Online Filing Submission Management

Access ID: 1058002 (Wendy Reynolds)

EPCRA 312 (Tier2)	EPCRA 302	
ENTER NEW DATA/ RETRIEVE OLD DATA	COPY DATA	IMPORT TIER2
<p>Use this function to enter data for a new year or make changes to data of an year already submitted</p> <ul style="list-style-type: none">Select a year to file/retrieve Tier II data: <input type="text" value="Select Filing Year"/>Currently filed Years : <input type="text" value="2018"/> <input type="text" value="2017"/> <p><input type="button" value="Continue"/></p>	<p>Use this function to copy data from a submitted year to any year up to the current filing year</p> <p>Note: Copy function will transfer all previously filed Tier II data and site plans</p> <p><u>Select 2021</u></p> <p>From: <input type="text" value="Previous Year"/></p> <p>To: <input type="text" value="Filing Year"/></p> <p><u>Select 2022</u></p> <p><input type="button" value="Copy Data"/></p>	<p>Use this function to import an existing Tier2 '.zip', Tier2 '.t2s', or CAMEO '.zip' file.</p> <p>Note: THE TIER2 OR CAMEO DATA FILES WILL IMPORTED WITHOUT AUTO FILING YEAR CONVERSION. FOR EXAMPLE, IF A TIER2 DATA FILE IS FOR YEAR 2018, IT WILL BE IMPORTED AS YEAR 2018 SUBMISSION. YOU WILL NEED TO CONVERT THE FACILITY DATA FROM 2018 TO THE FILING YEAR.</p> <ul style="list-style-type: none">NO ...XML DATA FILE SHOULD HAVE XML TAGGED VALUES AND '.XML' FILE EXTENSION. <p><input type="button" value="Import 'zip / t2s'"/></p>

sortalepc.org

Do not click the gold EPCRA 302 tab. Please contact our office for instructions on how to file a Section 302 Notification in E-Plan.

Existing facilities will go to the 2nd column and copy from the previous year to the next filing year and click 'Copy Data'.

**Existing Filers
Use this
column.**

E-Plan Online Filing Submission Management

Access ID: 1058002 (Wendy Reynolds)

EPCRA 312 (Tier2)

EPCRA 302

ENTER NEW DATA/ RETRIEVE OLD DATA	COPY DATA	IMPORT TIER2
<p>USE THIS FUNCTION TO ENTER DATA FOR A NEW YEAR OR MAKE CHANGES TO DATA OF AN YEAR ALREADY SUBMITTED</p> <ul style="list-style-type: none">SELECT A YEAR TO FILE/RETRIEVE TIER II DATA: <input type="text" value="Select Filing Year"/>CURRENTLY FILED YEARS : <input type="text" value="2022"/> <input type="text" value="2021"/> <input type="text" value="2020"/> <input type="text" value="2019"/> <input type="text" value="2018"/> <input type="text" value="2017"/> <p><input type="button" value="Continue"/></p>	<p>USE THIS FUNCTION TO COPY DATA FROM A SUBMITTED YEAR TO ANY YEAR UP TO THE CURRENT FILING YEAR</p> <p>NOTE: COPY FUNCTION WILL TRANSFER ALL PREVIOUSLY FILED TIER II DATA AND SITE PLANS</p> <p>FROM: <input type="text" value="Previous Year"/></p> <p>TO: <input type="text" value="Filing Year"/></p> <p>COPYING COMPLETED!</p> <p>CLICK THIS : <input type="text" value="2022"/></p>	<p>USE THIS FUNCTION TO IMPORT AN EXISTING TIER2 '.ZIP', TIER2 '.T2S', OR CAMEO '.ZIP' FILE.</p> <p>NOTE: THE TIER2 OR CAMEO DATA FILES WILL BE IMPORTED WITHOUT AUTO FILING YEAR CONVERSION. FOR EXAMPLE, IF A TIER2 DATA FILE IS FOR YEAR 2018, IT WILL BE IMPORTED AS YEAR 2018 SUBMISSION. YOU WILL NEED TO CONVERT THE FACILITY DATA FROM 2018 TO THE FILING YEAR USING THE COPY DATA FUNCTION</p> <ul style="list-style-type: none">NOTE THAT THE TIER2 '.ZIP' OR TIER2 '.T2S' FILE SHOULD CONTAIN ONE XML DATA FILE AND DOCUMENTS UNDER SITEPLANSTEMP FOLDER.XML DATA FILE SHOULD HAVE XML TAGGED VALUES AND '.XML' FILE EXTENSION. <p><input type="button" value="Import 'zip / t2s'"/></p>

When your data is finished copying 'COPYING COMPLETED!' will flash. Click on the button beneath this message for the current filing year. This will take you to the Online Filing Home page.

Online Filing Home Overview

2022 Online Filing Home

FACILITY ID	FACILITY NAME	STREET ADDRESS	CITY	COUNTY	
<input type="text" value="Facility ID"/>	<input type="text" value="Facility Name"/>	<input type="text" value="Street Address"/>	<input type="text" value="City"/>	<input type="text" value="County"/>	<input type="button" value="FIND"/>

* Federal requirements include: Owner / Operator (name, mail address, phone & email); Emergency Contact (name & 2 phone numbers, one of which must be 24-hour); Tier II Information Contact (name, email & phone).

Following is the submitted facility information

Page 1 of 1 1 Total number of facilities: 1

No of Results per page : 50

NO.	ID	FACILITY NAME	STATE	FILING STATUS	DELETE <input type="checkbox"/>
1.	6341361	Firefly Shipworks, LTD, Hera Contact Information 1. Malcolm Reynolds - Emergency Contact 2. Zoe Washburn - Emergency Contact 3. Zoe Washburn - Fac. Emergency Coordinator 4. Firefly Shipworks, LTD, Hera - Facility Phone 5. Allied Spacecraft Corporation - Owner / Operator 6. Kaylee Frye - Tier II Information Contact Chemical Information 1. Styrene Monomer, Inhibited (100-42-5) 2. Sulfuric Acid (7664-93-9)	FL	Not Filed	<input type="checkbox"/>

Use these icons to edit or delete a facility, add a new chemical, or add a new contact.

Current filing status.

Important: On Completion of data entry please click on "Validate Record" to finalize filing

The Online Filing Home page is where you will review/update the Tier 2 data. You may return to this page from any page in your Tier II by clicking on 'Tier2 Filing Management' in the gray header bar at the top of the page (not shown). **Be sure you have saved your information or changes first!**

If you are a new filer or need to file for new facilities, click 'Add New Facility' on the right side of the page. To edit or delete a facility, add a new chemical, or add a new contact, click on one of the four gray icons next to the facility name. This page also reflects your filing status. After completing the steps described in these instructions, return to this page to confirm that the status has change from 'Not Filed' to 'Filed'.

Confirm Facility Information

Begin your filing by clicking on the facility's name to review the Facility Information. You will do this for each facility in your Tier 2.

2022 Online Filing Home

FACILITY NAME	STREET ADDRESS	CITY	COUNTY
<input type="text" value="Facility Name"/>	<input type="text" value="Street Address"/>	<input type="text" value="City"/>	<input type="text" value="County"/>

Include: Owner / Operator (name, mail address, phone & email); Emergency Contact (name & 2 phone numbers, one of which must be 24-hour); Tier II Information Contact (name, phone & email)

facility information [Legend Help!](#)

[Add New](#)

Number of facilities: 1

[Verify facility info](#)

FACILITY NAME	STATE	FILING STATUS
Firefly Shipworks, LTD, Hera Contact Information 1. Malcolm Reynolds - Emergency Contact 2. Zoe Washburn - Emergency Contact 3. Zoe Washburn - Fac. Emergency Coordinator 4. Firefly Shipworks, LTD, Hera - Facility Phone 5. Allied Spacecraft Corporation - Owner / Operator 6. Kaylee Frye - Tier II Information Contact Chemical Information 1. Styrene Monomer, Inhibited (100-42-5) 2. Sulfuric Acid (7664-93-9)	FL	Not Filed

Confirm Facility Information (cont'd.)

Facility Information

* Fields are Federal mandatory fields

** Fields are E-Plan mandatory fields

Remember to press the button after updating any information on this page. Otherwise, the changes will not be saved.

Facility Details

Facility Name *

Department

Company Name **

Facility Email

Fire District

Report Year

Facility Phone Number

Facility Notes

Add to notes if facility:

1. Has been sold
2. Changed Name
3. Chemicals were removed
4. No longer operational.

At the top of the page confirm that any required information, indicated by red asterisks, is correct. You may also enter in other relevant information to the Facility Notes field, such as if the facility was sold (with the date), if the name has changed, if chemicals were removed (with the date), or if the facility is no longer operational. If you have selected 'Hazards Not Otherwise Classified' on any of your chemicals, you will need to note the specific hazard here as well.

If you removed a previously reported chemical or your facility has closed, you will also need to complete a Statement of Determination/ Deregistration Form and upload it to the documents section in your report. Please also email a copy of the form to our office, your Local Emergency Planning Committee (LEPC), and the local fire department. A map of the LEPCs can be found on our website:

<https://www.floridadisaster.org/globalassets/maps/lepcmap.pdf>

Physical Address

Street *

City *

State *

Confirm Facility Information (cont'd.)

Mailing Address

Check if Mailing Address same as Physical Address. Enter Mailing Address below if different.

Street

City

State

ZIP

Country

Location

Latitude *

Longitude *

USNG

Manned * Yes No

Maximum No. of Occupants *

Note: Maximum No. of Occupants must be more than 0 if you select "Yes"

Type of Facility *

<input checked="" type="radio"/> Yes	<input type="radio"/> No	----	EPC
<input type="radio"/> Yes	<input checked="" type="radio"/> No	----	EPC
<input checked="" type="radio"/> Yes	<input type="radio"/> No	----	EPC
<input type="radio"/> Yes	<input checked="" type="radio"/> No	----	EPC
<input type="radio"/> Yes	<input checked="" type="radio"/> No	----	CAA

Submission

I certify under penalty of law that I have provided true and accurate information, and I am responsible for obtaining the information, I believe to be true and accurate.

Name and official title of owner/operator
Owner/Operator's authorized representative

https://sandbox.erplan.net/tier2/onlinefiling/utilities/validationMap.htm?lat=30.3865175&longit - In...

https://sandbox.erplan.net/tier2/onlinefiling/utilities/validationMap.htm?lat=30.3865175&longitude=-84.23274509999999

Map data ©2018 Google Terms of Use Report a map error

Click and drag the marker to correct Latitude/Longitude.

Current position:

30.3865175, -84.23274509999999

Closest matching address:

2555 Shumard Oak Blvd, Tallahassee, FL 32399, USA

Scroll down the page to continue reviewing the facility's information.

In the Location box, validate the latitude and longitude location of your facility. When you click on the button you are presented with a Google map with a pin indicating the position of your facility based on the address you entered. If your facility is in a complex or industrial park that shares a common address, but has multiple buildings, you may drag the pin to the exact location of your facility within the complex.

Confirm Facility Information (cont'd.)

Location

Latitude *

Longitude *

USNG 16R GU 65906 64866

Manned * Yes No

Maximum No. of Occupants *

Note: Maximum No. of Occupants must be more than 0 if you select "Yes" on Manned.

Type of Facility * Yes No ---- EPCRA 302 Facility (Emergency Planning) [More Info](#)
 Yes No ---- EPCRA 311 Facility [More Info](#)
 Yes No ---- EPCRA 312 Facility (Tier2) [More Info](#)
 Yes No ---- EPCRA 313 Facility (TRI) [More Info](#)
 Yes No ---- CAA 112 Facility (RMP-Chemical Accident Prevention) [More Info](#)

Submission

I certify under penalty of law that I have personally examined and am familiar with the information contained in this submission, and that based on my ir responsible for obtaining the information, I believe the information submitted is true, accurate, and complete.

Name and official title of owner/operator OR
Owner/Operator's authorized representative

Signature * **Signing the Tier II report**

Maximum No. of Occupants refers to the number of people permitted in the building at any one time by state building codes. For more information on Florida Building Codes go to <https://floridabuilding.org/c/default.aspx>

At the bottom of this page, enter or confirm the name of the person signing the report. This should be the Owner/Operator or an Authorized Representative with knowledge and/or responsibility for materials stored at the facility. Click 'Save & Continue' when finished.

Confirm Facility Information (cont'd.)

State Fields

Documents

Validate Record

Required data

Facility Identification

* Report a 6-digit NAICS code and 9-digit Dun and Bradstreet number (Federal requirements)
(Dun and Bradstreet: Non-business entities may enter "N/A")

ID Type	ID Value	Description		
NAICS	334511	Search, Detection, Navigation, Guidance, Aeronautical, and Nautical System and Instrument Manufacturing	Edit	Delete
Dun & Bradstreet	0	None	Edit	Delete

ID Type

ID Value

Description

Add

Reset

Next

To find your Dun and Bradstreet number go here:

<http://mycredit.dnb.com/search-for-duns-number/>

soflalepc.org

On the next page you will list the Facility Identification information. Federal law requires, at a minimum, the 6-digit North American Industry Code System (NAICS) number and the 9-digit Dun and Bradstreet number. You may look up your NAICS code at <https://www.naics.com/search/>.

If you do not have a Dun and Bradstreet, simply enter '0'.

You may also see additional ID numbers listed here if your facility has filed over a number of years, including the 'Florida Facility ID', or Florida SERC Number. This is a number assigned by our office and will remain at that location in perpetuity. If you relocate to a new location, and there are no previous Tier II reports for that location, the state will assign a new SERC number to that location.

Confirm Facility Information (cont'd.)

CURRENT FACILITY

CONTACT LIST

CHEMICAL LIST

Firefly Shipworks, LTD., Hera (FacID: 5894462) [EDIT](#) [DELETE](#)
2555 Shumard Oak Blvd.
Tallahassee, FL 32399, USA

Facility Identification

State Fields

Documents

Validate Record

State Applicable Fields

Does your facility have a written emergency response plan?

Does your facility have a hazardous materials response team?

Does your local fire department have an up-to-date pre-plan for your facility?

[Update & Continue](#)

[Reset](#)

[Contact Us](#) | [FAQ](#) | [E-PLAN ONLINE TIER2 SUBMIT - USER'S GUIDE](#) | [E-PLAN ONLINE 302 SUBMIT - USER'S GUIDE](#)



Please select 'Yes' or 'No' for these questions. If you are unsure, please contact our office for additional guidance.

Confirm Facility Information (cont'd.)

Document Upload

* Fields are Federal mandatory fields

- I have submitted a site plan.
- I have attached a description of dikes and other safeguard measures.
- I have attached a list of site coordinate abbreviations.

No.	Document ID	File Name	File Type	File Category	File Description	Download	
1	986469	Styrene Monomer, Inhibited SDS.pdf	File	SDS	Safety Data Sheet		Delete
2	986470	Sulfuric Acid SDS.pdf	File	SDS	Safety Data Sheet		Delete

File types: PDF, DOC, JPG are only allowed.
If entering a link, choose File type as Link
and put the link as <http://somewebsite> in the description field.

All Fields are Mandatory

File Type

File Category

File Browse... Max file size 9 Mb

File Description

Upload

Next (Add Contact)

Please upload a site drawing. You may also add SDSs, SODs, and other documents.

Upload any relevant documentation on this page, including Safety Data Sheets (SDS), facility site plans or maps, and the previously mentioned Statement of Determination/Deregistration Form. Select the type of document you wish to upload from the File Category drop-down menu, browse your computer for the document, then select the desired file. Finally, enter a description and click 'Upload'.

Confirm Contact Information

2022 Online Filing Home

ude: Owner / Operator (name, mail address, phone & email); Emergency Contact (name & 2 phone numbers, one of w

facility information [Legend Help!](#)

er of facilities: 1

FACILITY NAME

Firefly Shipworks, LTD, Hera

Contact Information

1. Malcolm Reynolds - Emergency Contact
2. Zoe Washburn - Emergency Contact
3. Zoe Washburn - Fac. Emergency Coordinator
4. Firefly Shipworks, LTD, Hera - Facility Phone
5. Allied Spacecraft Corporation - Owner / Operator
6. Kaylee Frye - Tier II Information Contact



Edit Delete
Edit Delete
Edit Delete
Edit Delete
Edit Delete
Edit Delete

Click on name or edit to confirm or update contact info.

To review an existing contact's information, click on the contact's name, or the 'Edit' link to the right of the name. This will take you to the pages to make any changes to their email, title, and phone number.

If the contact person has changed, you may overwrite the information in these screens instead of adding a new contact from the Online Filing Home page.

Confirm Contact Information (cont'd.)

Contact Information

Malcolm Reynolds (Emergency Contact)

* Federal requirements include: Owner / Operator (name, mail address, phone & email)
Emergency Contact (title, name & 2 phone numbers, one of which must be 24-hour)
Tier II Information Contact (title, name, email & phone).

* Fields are mandatory

Title *	Captain
Last Name or Business Name *	Reynolds
First Name *	Malcolm
Street Address	
City	
County	
State	Select State ▼
ZIP	
Country	USA
Email *	m.reynolds@alliedspacecraftcorp.com

[Save & Continue](#) [Cancel](#)

Review/update the title, last name or business name, first name, and valid email address are required information.

If you are entering the Owner/Operator information, enter the name of the entity that owns or operates the facility in the Last Name or Business Name field. Do not enter a specific person's name as the Owner/Operator unless it is the name of the business.

Click Save & Continue to advance to the next page.

Confirm Contact Information (cont'd.)

Minimum Federal requirements.

Contact Phone Information

Malcolm Reynolds (Emergency Contact)

* Federal requirements include: Owner / Operator (name, mail address, phone & email)
Emergency Contact (title, name & 2 phone numbers, one of which must be 24-hour)
Tier II Information Contact (title, name, email & phone).

Phone Type	Phone Number	
Work	850-555-5555	Edit Delete
24-hour	850-555-5500	Edit Delete

Phone Type

Select Phone Type ▼

Phone Number

Add

Reset

Next

To change a phone number, click 'Edit' next to the number. This will populate in the Phone Number field below the table and the 'Add' button will change to 'Update'. Make the desired changes and click the 'Update' button. When finished, click 'Next' to be taken to the next screen.



The Owner/Operator, Emergency Contact, and Tier II Information Contact are all required under federal law.

Facilities with an Extremely Hazardous Substance must also provide contact information for the Facility Emergency Coordinator. If this applies to your facility, click on the 'Tier2 Filing Management' in the gray header bar at the top of the page (not shown) and add a new contact using the fourth gray icon next to the facility's name (see slide 7).

Two phone numbers are required for the Emergency Contact, one of which must be designated '24-hour' as the Phone Type. E-Plan will not accept the Tier II when the record is validated if this requirement is not met.

Confirm Contact Information (cont'd.)

CURRENT FACILITY	CONTACT LIST	CHEMICAL LIST
Firefly Shipworks, LTD., Hera (FacID: 5894462) EDIT DELETE 2555 Shumard Oak Blvd. Tallahassee, FL 32399, USA		
Association	Documents	Validate Record

Associate Contact With Facility

Malcolm Reynolds (Emergency Contact)

Note: You can associate "Malcolm Reynolds" with other facilities such that the contact information can be copied to the other associated facilities.

Facility Name	Contact Type		
(FacID:5894462) Firefly Shipworks, LTD., Hera	Emergency Contact	Edit	Delete

Select All Facilities and Contact Type

(FacID:5894462) Firefly Shipworks, LTD., Hera (Current facility)

[Add](#)

[Reset](#)

[Next](#)

In some cases, one person may be the contact for multiple facilities or may serve in multiple contact roles at the same facility. The facility you are working on will be highlighted in yellow.

If the contact is, for example, the Emergency Contact for multiple facilities, you may add them to those facilities by selecting the contact type from the drop-down menu and then checking the box next to the facility you wish to add them to. Do not check the highlighted facility. You will then click the 'Add' button.

If the person will serve in multiple contact roles for the current (highlighted) facility, click the drop-down arrow, select the contact type, check the box for the current facility, then click the 'Add' button.

After you have completed changes to this page, or there are no changes, click on 'Tier2 Filing Management' in the gray header bar at the top of the page to return to the Online Filing Home screen.

Confirm Chemical Information

2022 Online Filing Home

Number of facilities: 1

FACILITY NAME

Firefly Shipworks, LTD, Hera

Contact Information

1. Malcolm Reynolds - Emergency Contact
2. Zoe Washburn - Emergency Contact
3. Zoe Washburn - Fac. Emergency Coordinator
4. Firefly Shipworks, LTD, Hera - Facility Phone
5. Allied Spacecraft Corporation - Owner / Operator
6. Kaylee Frye - Tier II Information Contact

Chemical Information

1. Styrene Monomer, Inhibited (100-42-5)
2. Sulfuric Acid (7664-93-9)



Edit Delete

Edit Delete

Edit Delete

Edit Delete

Edit Delete

Edit Delete

Edit Delete Copy

Edit Delete Copy

Click on either link to access chemical information.

Click on the chemical name, or the 'Edit' link to the right of the chemical, to edit or verify the existing chemical information. You may also copy chemical data to another facility in this Tier II report by clicking 'Copy'.

Confirm Chemical Information (cont'd.)

Chemical Information

* Fields are Federal mandatory fields

** Fields are E-Plan mandatory fields

Remember to press the [Save & Continue](#) button after updating any information on this page. Otherwise, the changes will not be saved.

Chemical Details

CAS Number ** [Help](#)

Chemical Name *

EHS * Trade Secret

Days on site *

Chemical information identical to previous year

Note that sulfuric acid is an extremely hazardous substance

Physical State *(Check all that apply)

Pure Mixture

Solid Liquid Gas

If the chemical is an Extremely Hazardous Substance, the EHS box is automatically checked based on the CAS Number entered. Enter or confirm the number of days on site and the physical states of the chemical.

Confirm Chemical Information (cont'd.)

Physical Hazards **(Check all that apply)*

Copy chemical hazards to other chemicals

- Explosive
- Flammable (gases, aerosols, liquids, or solids)
- Oxidizer (liquid, solid or gas)
- Self-reactive
- Pyrophoric (liquid or solid)
- Pyrophoric Gas
- Self-heating
- Organic peroxide
- Corrosive to metal
- Gas under pressure (compressed gas)
- In contact with water emits flammable gas
- Combustible Dust

Health Hazards **(Check all that apply)*

- Acute toxicity (any route of exposure)
- Skin corrosion or irritation
- Serious eye damage or eye irritation
- Respiratory or skin sensitization
- Germ cell mutagenicity
- Carcinogenicity
- Reproductive toxicity
- Specific target organ toxicity (single or repeated exposure)
- Aspiration hazard
- Simple Asphyxiant
- Hazard Not Otherwise Classified

If you select 'Hazard Not Otherwise Classified', you will need to enter the specific hazard in the Facility Notes portion of the Facility Information.

At least one Physical or Health Hazard must be selected. If 'Hazard Not Otherwise Classified' is selected, you will need to enter the specific hazard in the Facility Notes portion of the Facility Information. This information is available on the Safety Data Sheet for the chemical.

Confirm Chemical Information (cont'd.)

Quantity

Max Daily Amount Code

Select Max Code ▼

Maximum Daily Amount in pounds*

25,000

Avg Daily Amount Code

Select Avg Code ▼

Average Daily Amount in pounds*

25,000

Maximum Amount in largest container (pounds)

1,000

Below Reporting Thresholds †

† **Note:** Voluntary reporting of amounts below reporting requirement thresholds. (This checkbox does not apply to most submissions.)

By checking this box, you are certifying that this chemical is not of a reportable quantity under Section 312 of the Emergency Planning and Community Right-to-Know Act. For reportable quantities (TPQs) of hazardous chemicals, only check this box if the quantity is below the TPQ or 500 lbs., whichever is less. (For a list of EHS chemicals and TPQs, please reference the EPA's hazardous substances (anything with a MSDS), only check this box if the quantity is below 10,000 lbs. In addition, this box may be checked if the chemical you are reporting is exempt from Tier II reporting under 40 CFR 370.10-13.

Always enter
amounts in
pounds



Confirm or enter chemical quantities in pounds. Do not enter Range Codes. If chemicals are stored in multiple containers, enter the maximum amount in the largest container in the last field in the box. If the quantities are not above TPQ, the Below Reporting Thresholds box is checked automatically.

Confirm Chemical Information (cont'd.)

CURRENT FACILITY CONTACT LIST CHEMICAL LIST

Firefly Shipworks, LTD., Hera (FacID: 5894462) EDIT DELETE
2555 Shumard Oak Blvd.
Tallahassee, FL 32399, USA

Structure Components State Fields Documents

Existing location



Chemical Storage Locations

Sulfuric Acid (CAS#: 7664939)

Location	Maximum Amount	Storage/Pressure/Temperature Types	
Warehouse	8000.0 , pounds	Battery / Ambient pressure / Ambient temperature	Edit Delete

Storage Locations

Storage Type* ▼

Pressure Type* ▼

Temperature Type* ▼

Location*

Maximum amount at Location Confidential ▼

Can add multiple locations as needed



If the storage location has changed, update the location by clicking on 'Edit' in the far-right column. The information will populate in the box below and the 'Add' button will change to 'Update'. Make the necessary changes and click 'Update'. To add a location, simply complete the fields in this same box and click 'Add'.

Important: Please be detailed when describing the location. Ex: Tank Farm in Northwest Corner of property. A separate location should be entered for each area where chemicals are stored. All fields must be completed for E-Plan to accept the entry.

Confirm Chemical Information (cont'd.)

Chemical Components

Sulfuric Acid (CAS#: 7664939)

Component Chemical Name	CAS Number	Max Code	Percentage	
Mixture Components				
CAS Number	<input type="text"/>	<input type="button" value="Lookup"/>		
	Help			
Component	<input type="text"/>	<input type="button" value="Lookup"/>		
	<input type="button" value="EHS"/>			
EHS *	<input type="checkbox"/>			
Physical State	<input type="checkbox"/> Gas	<input type="checkbox"/> Liquid	<input type="checkbox"/> Solid	
Maximum Amount Code	<input type="text" value="Select Max Code"/>		<input type="button" value="v"/>	
Percentage	<input type="text"/>		<input type="button" value="v"/>	
<input type="button" value="Add"/>		<input type="button" value="Reset"/>		<input type="button" value="Next"/>

It is not necessary to enter mixture components for all chemicals reported on the Tier II, especially common substances like gasoline or diesel fuel. However, this screen is useful for reporting specialty or name-brand substances that are a mixture of several chemicals. Just be aware that all of the components listed should add up to 100%. It may also be simpler to aggregate the chemicals and only report those substances that are at or above TPQ. Please contact our office if you need additional guidance.

CURRENT FACILITY	CONTACT LIST	CHEMICAL LIST
Firefly Shipworks, LTD., Hera (FacID: 5894462) EDIT DELETE 2555 Shumard Oak Blvd. Tallahassee, FL 32399, USA		
State Fields		Docu
State Applicable Fields		
Sulfuric Acid (CAS#: 7664939)		
Frequency of Shipments	<input type="text" value="Annually"/>	
Mode of Shipments (Check all that apply):		
Highway	<input type="checkbox"/>	
Rail	<input type="checkbox"/>	
Pipeline	<input type="checkbox"/>	
Ship or Barge	<input type="checkbox"/>	
Other	<input checked="" type="checkbox"/>	
<input type="button" value="Update & continue"/>		<input type="button" value="Reset"/>

Frequency and Mode of Shipments refers to how often chemicals are shipped to the site.

Enter or confirm the frequency with which the facility receives this substance and how it is transported.

Validate Record

Include: Owner / Operator (name, mail address, phone & email); Emergency Contact (name & 2 phone numbers, one of which must be 24-hour); Tier II Information
and facility information [Legend Help!](#)

Number of facilities: 1

FACILITY NAME	STATE	FILING STATUS
Firefly Shipworks, LTD, Hera Contact Information 1. Malcolm Reynolds - Emergency Contact 2. Zoe Washburn - Emergency Contact 3. Zoe Washburn - Fac. Emergency Coordinator 4. Firefly Shipworks, LTD, Hera - Facility Phone 5. Allied Spacecraft Corporation - Owner / Operator 6. Kaylee Frye - Tier II Information Contact Chemical Information 1. Styrene Monomer, Inhibited (100-42-5) 2. Sulfuric Acid (7664-93-9)	FL	Not Filed

Current filing status

After you have finished updating your Tier II report, return to the Online Filing Home page by clicking on Tier2 Filing Management in the gray header bar at the top of the page. Note that your status is still 'Not Filed'. Next, click on the 'Validate Record' button [Validate Record](#) at the bottom of the Online Filing Home page.

Important: On Completion of data entry please click on "Validate Record" to finalize filing

[Validate Record](#)

[First Responder View](#)

Validate Record (cont'd.)

Submission Report for Access ID 1052748

Notes:

Errors indicated on this page identify required fields not completed. While Federal and State requirements are mandatory, E-Plan requirements provide extremely needed information to first responders in emergency scenarios.

FacID 5808397 : ABC Company (DEM test facility)

Error: A Fac. Emergency Coordinator is required for a EPCRA 302 Facility Submission. [Add New Contact of type Fac. Emergency Coordinator to fix this error](#)

Once your report has passed ALL submission tests for filing year 2022,

Click [Upload Data to E-Plan](#) to complete your submission.

Exporting Tier II report to:

[Tier2 zip file](#)

[.t2s File](#)

[PDF file](#)

In the example to the left, you can see that the validation process discovered an error. To fix any errors that you encounter, click on the blue text. This should take you to the page where the error occurred. Make the appropriate changes, save your work, and re-validate your record by clicking on the 'Validate Record' link in the gray header bar at the top of the page.

If an error message occurs, click the blue link next to the requirement.
This will bring you to the page necessary to satisfy the requirement.

Validate Record (cont'd.)

Submission Report for Access ID 1058002

Notes:

Errors indicated on this page identify required fields not completed. While Federal and State requirements are mandatory, E-Plan requirements provide extremely needed information to first responders in emergency scenarios.

FacID 5894462 : Firefly Shipworks, LTD., He

Facility Passed all Checks

With all errors corrected, the Tier II data can be uploaded to E-Plan.

Once your report has passed ALL submission tests for filing year 2022, Click **Upload Data to E-Plan** to complete your submission.

Exporting Tier II report to:

Tier2 zip file

.t2s File

PDF file

Once the facility has passed all checks, click the 'Upload Data to E-Plan' button in the center of the page. If you wish to review a draft of the report before uploading, you may download a copy in the desired file format.

Important: The report is not filed yet!

Validate Record (cont'd.)

Submit Facility Information

Access ID: 1058002 (Wendy Reynolds)

<input type="checkbox"/> Select all	Facility ID	Facility Name	State	Filing Status	Validation Status	Invoice ID
<input type="checkbox"/>	6548180	Firefly Shipworks, LTD., Hera	FL	Not Filed	Pass	

Reporting Authority Emails:
(Up to 5 cc emails)

Submit

Print PDF

Select facilities to upload.

Note that you can print a draft copy Tier II report before final upload.

On the next screen, check the boxes for the facilities you wish to upload. You may also click the box for 'Select All'. If there are other parties to whom you wish to provide a copy of the Tier II, you may enter them in the 'Reporting Authority Emails' box below the facilities. This is especially useful if the local fire department prefers to receive a digital copy of the Tier II via email.

Consolidated Annual Registration Form

FLORIDA STATE EMERGENCY RESPONSE COMMISSION (SERC) CONSOLIDATED ANNUAL REGISTRATION FORM

Owner/Operator Information

Filing Year	2022
Company Name *	Allied Spacecraft Corporation
Business Mailing Address (Street or P.O. Box) *	2555 Shumard Oak Blvd.
City *	Tallahassee
State *	FL
Zip *	32399
NAICS Code *	334511
Telephone *	
Contact Person *	
Title *	
Check this box to generate a Payment Link (without Login)	<input type="checkbox"/>

Note all fields are required.

If someone other than the person completing the filing is responsible for paying the fee via credit card or electronic check, click this box to generate a payment link that does not require a login. Once you click 'Submit' you will be redirected to a page to enter the email address of the card or bank account holder.

Consolidated Annual Registration Form cont'd.

Note the fee rate is determined by your reported chemicals and answers to these questions.

Registration Fee

Please answer questions below to calculate the filing fees applicable for your submission

Is your facility a governmental body (federal, state, country or local) facility?

Yes No

Does your facility have an extremely hazardous substance at or above threshold planning quantity?

Yes No

Please have your method of payment ready BEFORE clicking on the Submit button.

Calculated Fees

Enter Number of employees (statewide)

0

Filing Rate

\$ 10.00

Filing Fees (Minimum \$25 , Maximum \$2000)

\$ 0

Calculate

Reset

Enter # of employees, then click on "Calculate"

Click 'Submit' to pay online.

Submit

Under 'Registration Fee' answer all questions until no other questions pop up. Note that some questions, as in the case of the extremely hazardous substance question in the example, are prepopulated based on the chemicals reported.

Government entities do not pay an annual fee.

Enter the number of employees statewide and click the 'Calculate' button to determine the total fee for the year. Finally, click the 'Submit' button to be taken to the payment module.

Other Fee Questions

Is your facility regulated by the Department of Environmental Protection for storage tanks (Section 376.303 of the Florida Statutes)?

Is your facility regulated by the Department of Agriculture and Consumer Services (Chapter 527, Florida Statutes)?

Is your facility regulated by the Public Service Commission for gas transmission and distribution lines (Chapter 368, Florida Statutes)?

Is your facility's primary function to grow crops or raise farm animals?

The questions above are examples of the additional questions that may pop up as you answer the Registration Fee questions. These questions determine the amount per employee your facility is required to pay. The minimum fee for any facility is \$25.00. Facilities with Extremely Hazardous Substances, or that do not qualify for a fee reduction based on the above questions, pay \$10.00 per employee, but not more than \$2,000.00 per year. Facilities that qualify for a fee reduction pay \$2.50 per employee, but not more than \$500.00 per year.

NIC Payment System

- 1 Payment Type
- 2 Customer Info
- 3 Payment
- 4 Submit Payment

Transaction Detail

SKU	Description	Unit Price	Quantity	Amount
1058002	TIER2 Annual Registration for FY 2022	\$1,000.00	1	\$1,000.00
Total				\$1,000.00

Payment

Payment Type

Payment Type *

Select One

Next >

Customer Information

Payment Information

Cancel

Transaction Summary

TIER2 Annual Registration for FY 2022 \$1,000.00

TOTAL \$1,000.00

Need Help?

Select Payment Method and Continue to proceed with payment.

After clicking 'Submit' you will be redirected to the NIC new e-payment system. The Payment Type tab displays the fee type and amount and asks for the payment method. Select the method of payment (credit card or bank account) from the drop-down menu and click the 'Next' button.

NIC Payment System (continued)

Enter the customer information on the Customer Info tab and click 'Next'. **Please note that NIC assesses a \$3.00 service fee for each transaction.** If you do not wish to pay the services fee, you may cancel the transaction and mail in a check.

Top of Page

1 Payment Type 2 Customer Info 3 Payment 4 Submit Payment

Transaction Detail

SKU	Description	Unit Price	Quantity	Amount
1058002	TIER2 Annual Registration for FY 2022	\$1,000.00	1	\$1,000.00
Total				\$1,000.00

Payment

Payment Type ✓ Edit

Credit/Debit Card

Customer Information

Complete all required fields [*]

Country *

First Name * Last Name *

Transaction Summary

TIER2 Annual Registration for FY 2022	\$1,000.00
Service Fee	\$3.00
TOTAL	\$1,003.00

Need Help?

Please complete the Customer Information Section.

Bottom of Page

Company Name

Address *

Address 2

City * State *

ZIP/Postal Code *

Phone Number *

Email ?

Next >

Payment Information

Cancel

NIC Payment System (continued)

Top of Page

1 Payment Type 2 Customer Info 3 Payment 4 Submit Payment

Transaction Detail

SKU	Description	Unit Price	Quantity	Amount
1058002	TIER2 Annual Registration for FY 2022	\$1,000.00	1	\$1,000.00
Total				\$1,000.00

Payment

Payment Type ✓ [Edit](#)

Credit/Debit Card

Customer Information ✓ [Edit](#)

Address: Malcolm Reynolds
Allied Spacecraft Corporation
2555 Shumard Oak Blvd.
Tallahassee, FL 32399

Phone Number: 555-555-1234

Country: United States





Email Address:

Bottom of Page

Payment Information

Complete all required fields [*]

Credit Card Number * [?](#)

Credit Card Type    

Expiration Month *

Expiration Year *

Security Code * [?](#)

Name on Credit Card *

[Next >](#)

[Cancel](#)

Enter the credit card information on the Payment tab and click 'Next'. As previously mentioned, **NIC assesses a \$3.00 service fee for each transaction.** If you do not wish to pay the services fee, you may cancel the transaction and mail in a check.

NIC Payment System (continued)

Payment Information ✓

Edit

Credit Card Visa ****8522 Exp. 04/2029	Name on Credit Card Gift Card Recipient
---	---

Cancel Submit Payment

On the final page click 'Submit Payment' to complete your transaction. Once the transaction is complete, you will be automatically redirected back to E-Plan to download the Consolidated Annual Registration Form. You will also receive a payment confirmation email.

Invoice - Wendy Reynolds (1058002)

[Link to print copy of the fee form.](#)

Florida State Filing

Download Consolidated Annual Registration Form

State Emergency Response Commission
2555 Shumard Oak Boulevard
Tallahassee, Florida 32399-2100

Telephone (850) 413-9970 or (800) 635-7179 (Florida only)

The Consolidated Annual Registration Form serves as the invoice you will need to submit to your accounting department.

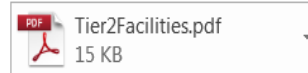
Email Confirmation - Tier II Filed



eplan@utdcsepi.org

Brackett, Sam

E-Plan's Online Tier2 Data Submission Receipt



Dear sam brackett:

THIS IS AN AUTOMATED RESPONSE. PLEASE DO NOT REPLY TO THIS MESSAGE.

Your Tier II data was successfully processed by the E-Plan's Online Tier II Reporting System at The University of Texas at Dallas

Following table lists the current status of your facilities created under Access ID **1052748**

Facility Id	Facility Name	State	Filing Year	Filing Status	First Submit Date
5808397	ABC Company (DEM test facility)	FL	2016	Filed	Thu Jan 05 17:52:38 UTC 2017

If you need assistance, please contact the E-Plan Admin Team via the "Contact Us" button at <https://tier2.erplan.net>.

Best regards,
E-Plan Admin Team

Finally, the submitter will receive an email with an electronic copy of the filed Tier II and the status will show 'Filed' on the Online Filing Home page.

Congratulations! Your filing is now complete!

State Facility Representatives

Representative	NAICS Codes & Industry Sectors
Wendy Reynolds 850-815-4317 Wendy.Reynolds@em.myflorida.com	22 - Utilities 31-33 - Manufacturing 72 - Accommodation and Food Services 92 - Public Administration
Sylvester Williams 850-755-1878 Sylvester.Williams@em.myflorida.com	11 - Agriculture, Forestry, Fishing and Hunting 21 - Mining 23 - Construction 42 - Wholesale Trade 48-49 - Transportation and Warehousing 51 - Information 53 - Real Estate Rental and Leasing 54 - Professional, Scientific, and Technical Services 55 - Management of Companies and Enterprises
Omar Al-Khazraji 850-815-4323 Omar.Al-Khazraji@em.myflorida.com	44-45 - Retail Trade 52 - Finance and Insurance 56 - Administrative and Support and Waste Management and Remediation Services 61 - Educational Services 62 - Health Care and Social Assistance 71 - Arts, Entertainment, and Recreation 81 - Other Services (except Public Administration)