

APPENDIX S-10

Hawaii Emergency Planning and Community Right-To-Know-Act (HEPCRA) Chemical Inventory Reporting

Department of Health Office of Hazard Evaluation and Emergency Response

Permit Packet Includes:

1. Process Overview
2. Applications and Instructions
3. Hawaii Administrative Rules 128E
4. Environmental Protection Agency (EPA) List of Chemicals that are subject to the HEPCRA law.

Approval or Permit Required: To own or operate a facility in the state that stores, uses or manufactures any hazardous substance that is equal to or exceeds reporting thresholds as established by Hawaii Chemical Inventory Form (HCIF) according to Hawaii Administrative Rules (HAR) 128E-6, and the EPA's federal regulations for chemicals.

Contact Information: 919 Ala Moana Blvd, Room 206
Honolulu, HI 96814
Phone: 808-586-4249
Fax: 808-586-7537

Website: <http://health.hawaii.gov/>
<https://eha-cloud.doh.hawaii.gov/epermit/View/default.aspx>

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Steps	Time
1. The Department of Health (DOH) suggests submitting reports via Tier2Submit—a software package developed by the Environmental Protection Agency (EPA) and National Oceanographic and Atmospheric Administration (NOAA). To use Tier2, first download the software at: http://www.epa.gov/emergencies/content/epcra/tier2.htm	
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2. Enter the inventory information into Tier2Submit, generate and hardcopy and a diskette. Send a diskette or e-mail the electronic file to Sharon.leonida@doh.hawaii.gov (include the fee payment). Alternatively to using Tier2Submit, hardcopy submissions may be made to the Hazard Evaluation and Emergency Response (HEER) Office.	

Total Time Period: **Must be submitted by March 1st for the previous year**

Fees	Amount	Maximum
Filing fees (submitted annually)	\$100/ facility	
Total Fees:	\$100 (minimum)	Varies (maximum)