

Community Right-to-Know Program (CRTK)

Hazardous Material Reporting Requirements



ANCHORAGE FIRE DEPARTMENT

Municipality of Anchorage

and

Anchorage Local Emergency Planning Committee

ANCHORAGE FIRE DEPARTMENT



Dan Sullivan
Mayor

Fire Prevention
4700 Elmore Road
Anchorage, Alaska 99507
Phone (907) 267-4900



Municipality of Anchorage

ANCHORAGE COMMUNITY RIGHT - TO - KNOW – PROGRAM

Dear Citizens,

This booklet is offered for the convenience of industrial, business and government facilities seeking compliance information on hazardous chemical reporting requirements under federal, state and municipal laws. In accord with the Community Right -to- Know {CRTK} program, this publication is also available to anyone interested in the emergency planning and local risk assessment process for hazardous materials, threats to life, property and the environment. Detailed instructions on determining the need to report, reporting forms and relevant regulations are included.

- All Tier Two reporting for the state is completed using the “Official State of Alaska Tier II Hazardous Material Inventory Form” contained in this booklet. Clients are encouraged to copy the form as needed or download duplicates from the SERC web site: <http://www.ak-prepared.com/serc/tier.htm> or you may utilize the EPA website. To file an electronic submission, download the free software at <http://www.epa.gov/emergencies/content/epcra/tier2.htm>. You will still need to send in the first page of the submittal with an original signature. For questions on electronic filing call 267-4900 and speak with the CRTK Program Administrator.
- The MOA reserves the right to request a complete inventory of hazardous materials at anytime.
- Per Municipal Ordinance, a site map is required annually with each submittal, No exceptions.
- A picture of your NFPA 704 Placard is required if you are filing for the 1st time or every odd-numbered year (e.g. 2011, 2013, 2015 & etc)
- A Transshipment Facility Form is provided for Anchorage facilities in keeping with Municipal Code Title 16.
- The annual filing deadline is March 1. Two copies are needed, one to each address:

Anchorage Fire Department CRTK, 4700 Elmore Road.,
Anchorage, AK 99507 {fulfills submission to LEPC}

SOA-ADEC-SERC Attention Camille Stephens
410 Willoughby St., Suite 105, Juneau, AK 99801-1795

Your continuing cooperation and partnership makes the CRTK a successful model program, keeping Anchorage safer for everyone. Thank you.

Sincerely,

Mark S. Hall
Fire Chief

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COMMUNITY RIGHT -TO -KNOW PROGRAM (CRTK)- HISTORY AND PURPOSE

The Community Right to Know {CRTK} program has its origins in landmark federal environmental legislation enacted in 1980 as the Comprehensive Environmental Response Compensation and Liability Act {CERCLA}. Administered by the Environmental Protection Agency {EPA} this body of law provides a foundation for government's commitment to work with industry to mitigate existing and potential damage from hazardous substances. In 1986, CERCLA was expanded and refined with the Superfund Amendments and Re-authorization Act {SARA}. A critical part known as SARA Title III, The Emergency Planning and Community Right-to-Know Act {EPCRA} greatly affects the safety of citizens and emergency responders throughout the country.

Driven by a "grass roots" approach and relying upon volunteer citizen and business groups, states were directed to form a State Emergency Response Commission {SERC}, whose authority resides in a variety of state agencies at the discretion of the respective state governors. The SERC then provides oversight and support to the Local Emergency Planning Committee {LEPC}, a cross section of industry, local government and citizen groups whose members serve primarily as volunteers.

In Alaska, the State of Alaska Department of Environmental Conservation {ADEC} and the State of Alaska Department of Military and Veterans Affairs, Division of Emergency Services {ADES} are charged with helping communities meet program requirements. The Municipality of Anchorage {MOA} provides resources from the Anchorage Fire Department and Office of Emergency Management for the Anchorage LEPC. With the cooperation of local industry and businesses, these agencies have created a model program of risk management and personnel safety for several hundred reporting client sites, their neighbors and emergency response personnel. Alaska State Statute Title 29 outlines the requirements and establishes the authority for the Municipality of Anchorage in implementing a CRTK program. Anchorage Municipal Code Chapter 16.110 outlines the reporting requirements for the Municipality of Anchorage (see pages 11-17).

**** Alaska State Statute Title 29 and Anchorage Municipal Code Chapter 16.110 can be accessed on our website at www.muni.org/Prevention***

All facilities within the geographic boundaries of the Municipality of Anchorage are required to evaluate the hazards of the chemicals, and any substances or materials used, stored or sold on their site and file an annual report to the Anchorage Fire Department with a copy to ADEC. MSDS' are a primary source of information needed to complete the filing requirements for CRTK. Depending upon technical hazard classifications such as Flammable, Poison, Corrosive, Explosive, Toxic, Oxidizer, etc., the **amount** of a hazardous chemical at a site will determine its reporting requirement. **Anchorage reporting quantities differ from those minimums adopted by the State, and additional information provided for your convenience.**

There are three major goals of the CRTK Program:

- 1. Inform citizens about locations of hazardous chemicals;**
- 2. Formulate emergency plans in the event of a hazardous materials incident;**
- 3. Provide safety training for initial response workers. The success of the program is based on complete, accurate site-specific information on type, quantity and locations of hazardous chemicals provided by local businesses.**

IMPORTANT DETAILS FOR CTRK SUBMITTER

Submission of the Tier Two form (approved by the Alaska State Emergency Response Commission) is required by Title III of the Superfund Amendments And Re-authorization Act Of 1986, Section 312; Public Law 99-499, codified at 42 U.S.C. section 11022. The purpose of the Tier Two forms is to provide State and local officials and the public with specific information on hazardous chemicals present at your facility during the past year.

WHO MUST SUBMIT THE FORM?

Section 312 of Title III requires that the owner or operator of a facility submit the Tier Two form if so requested by a State emergency response commission, a local emergency planning committee, or a fire department with jurisdiction over the facility. In Anchorage, the Anchorage Fire Department has jurisdiction. **Filing your Tier Two with the fire department fulfills your LEPC filing.**

This request may apply to the owner or operator of any facility that is required, under regulations Implementing the Occupational Safety and Health Act of 1970, to prepare or have available a Material Safety Data Sheet (MSDS) for a hazardous chemical present at the facility. MSDS requirements are specified in the Occupational Safety and Health Administration (OSHA) Hazard Communication Standards found in Title 29 of the Code of Federal Regulations at Section 1910.1200.

WHEN TO SUBMIT THIS FORM ?

Owners or operators of facilities that have hazardous chemicals on hand in quantities equal to or greater than set threshold levels (page 5) must submit Tier Two forms by March 1.

WHERE TO SUBMIT TIER TWO FORMS ?

Send completed Tier Two form(s) to **each** of the following organizations.

1. Anchorage Fire Department CRTK
4700 Elmore Road
Anchorage, AK 99507
{fulfills submission to LEPC}
2. SOA-ADEC-SERC-Camille Stephens
410 Willoughby St., Suite 105
Juneau, AK 99801-1795

WHAT PENALTIES ARE INVOLVED?

An owner or operator who violates **any** Tier Two Reporting requirement shall be liable to the United States for a civil penalty of up to \$25,000 for each such violation. Each day a violation continues shall constitute a separate violation.

WHERE TO GET HELP ?

For help completing this form, please contact Fire Prevention, CRTK Program Administrator at (907) 267-4900.

WHERE TO GET ADDITIONAL COPIES OF THE FORM ?

Additional copies of the State of Alaska Tier Two forms may be obtained from your local LEPC or the local fire department. You may also download a copy from the internet at the SERC's web site at <http://www.ak-prepared.com/serc/tier.htm>. **You may obtain additional copies of the complete Tier II packet on our website at www.muni.org/Prevention.** If your Tier Two responses require more than one page, use additional forms and fill in the page number at the top of the form.

*** YOU MUST PROVIDE ALL INFORMATION REQUESTED ON THE FORM TO FULFILL TIER TWO REPORTING REQUIREMENTS.***

CHECKLIST OF ITEMS NEEDED TO FULFILL CRTK REQUIREMENTS

- Tier II forms** - One copy to the Anchorage Fire Department AND one copy to the SOA-ADEC-SERC. If submitting copies or submitting electronically, the first page must be submitted with an original signature and date by mail.

OR

- Transshipment Facility Form** - Please submit this form, only if you are a transshipment facility.

* If your facility does not meet Anchorage reporting requirements, please submit Tier Two form stating that your facility is excluded under Anchorage reporting requirements.

- Site Map** - A site map is required every year. Can be a simple hand drawn map of the facility including the location of the hazardous materials. Form on page 21 is provided for your convenience.

- Pictures of NFPA 704 Placarding** - Pictures showing the location(s) of the NFPA 704 Placard. This is required every even-numbered year(2012,2014,2016, etc), when filing for the **1st** time **OR** when requested by the CRTK Administrator.

INSTRUCTIONS FOR FILLING OUT TIER TWO FORM

Please read these instructions carefully. Print or type all responses.

Reporting Period

Enter the appropriate calendar year, beginning January 1 and ending December 31.

FACILITY IDENTIFICATION

Enter the full name of your facility and company identifier where appropriate.

Enter the full street address or state road. If a street address is not available, enter other appropriate identifiers that describe the physical location of your facility (e.g., longitude and latitude). Include city, county, state and zip code.

Enter the primary Standard Industrial Classification (SIC) code and the Dun & Bradstreet number for your facility. The financial officer of your facility should be able to provide the Dun & Bradstreet number. If your firm does not have this information, contact the State or regional office of Dun & Bradstreet to obtain your facility number or have one assigned. Enter the number of employees at your facility.

OWNER/OPERATOR

Enter the owner or operator's full name, mailing address and phone number.

EMERGENCY CONTACT

Enter the name, title and work phone number of at least one local person or office that can act as a referral if emergency responders need assistance in responding to a chemical accident at the facility.

Provide an emergency phone number where such emergency information will be available 24 hours a day, every day. **This requirement is mandatory.** The facility must make arrangements to ensure that a 24-hour contact is available.

IDENTICAL INFORMATION CHECK BOX

Check the box indicating identical information, located below the emergency contacts on the Tier Two forms, if the current chemical information being reported is identical to that submitted last year. **Chemical descriptions, hazards, amounts and locations still must be provided in this year's form, even if the information is identical to that submitted last year.**

CHEMICAL INFORMATION: DESCRIPTION, HAZARDS, AMOUNTS AND LOCATIONS

The main section of the Tier Two form requires specific information on amounts and locations of hazardous chemicals, as defined in the OSHA Hazard Communication Standard.

If you choose to indicate that all of the information on a specific hazardous chemical is identical to what was submitted last year, check the appropriate optional box provided at the right side of the storage codes and locations on the Tier Two form. **Chemical descriptions, hazards, amounts, and locations still must be provided even if the information is identical to that submitted last year.**

WHAT CHEMICALS ARE INCLUDED?

You must report the required information on this Tier Two form for each hazardous chemical present at your facility in quantities equal to or greater than established threshold amounts (page 5), unless the chemicals are excluded under AS 29.35.590(6). Hazardous chemicals are any substances for which your facility must maintain an MSDS under OSHA Hazard Communication Standard, which is reportable under State law. You need to report hazardous chemicals that were present at your facility **at any time** during the **previous** calendar year **at levels that equal or exceed these thresholds.**

ANCHORAGE HAZARDOUS MATERIALS REPORTING REQUIREMENTS

All facilities within the Municipality of Anchorage must report the following materials in the quantities specified below. Please note that some terms have specific definitions in EPA or DOT regulations.

1. **ANY** quantity of the following materials:
 - A. Explosives Class I, Division 1.1
 - B. Explosives Class I, Division 1.2 and 1.3
{excludes black powder, smokeless gunpowder and ammunition}
 - C. Poison Gas Class 2, Division 2.3
 - D. Poison Class 6, Division 6.1
 - E. Flammable Solid Class 4, Division 4.1, 4.2 and 4.3
 - F. Radioactive Class 7
2. A **Hazardous Chemical** or material requiring an MSDS, if handled in a single day, in quantities of **4,500 pounds** or more.
3. An **Extremely Hazardous Substance** in quantities of **500 pounds** or more, or the Threshold Planning Quantity, whichever is smaller.
4. A **Hazardous Waste** in quantities of **220 pounds** or more.
5. An **Acute Hazardous Waste** in quantities of **2.2 pounds** or more.
6. **Compressed Gas with a hazard class rating of 1 or 2** in any category under NFPA 704 Standard Placard system for the identification of the fire hazards materials in quantities of **1,000 cubic feet or more**.
7. **Compressed Gas with a hazard class rating of 3 or 4** in any category under the NFPA 704 Standard Placard system for the identification of the fire hazards of materials in quantities of **200 cubic feet or more**.
8. A **Consumer Commodity** of a hazardous chemical or material in quantities of 1,000 pounds or more when present at a facility longer than 14 days prior to placement for display or sale.
9. **Reporting quantities for “retail gasoline stations” only: Gasoline** stored in compliant UST’s – 75,000 gallons; **Diesel** stored in compliant UST’s – 100,000 gallons.

ANNUAL REPORTING FEES

DO NOT send payment with your Tier II form. You will be billed separately.

<u>QUANTITY IN POUNDS</u>		<u>ANNUAL FEE PER FACILITY</u>	
Range		Regular	Transshipment
0	4,999	\$65	\$165
5,000	14,999	\$165	\$185
15,000	74,999	\$225	\$225
75,000	299,999	\$325	\$325
300,000	649,999	\$950	\$950
650,000	999,999	\$2000	\$2000
1,000,000	3,000,000	\$4000	\$4000
Greater than	3,000,000	\$5000	\$5000

WHAT CHEMICALS ARE EXCLUDED?

AS 29.35.590(6) excludes the following substances:

- (A) A food, food additive, color additive, drug, or cosmetic regulated by the federal Food and Drug Administration;
- (B) A substance present as a solid in a manufactured item to the extent exposure to the substance does not occur under normal conditions of use;
- (C) A substance to the extent it is used for personal, family, or household purposes, or is present in the same form and concentration as a product packaged for distribution and use by the general public;
- (D) A substance to the extent it is used in a research laboratory or a hospital or other medical facility under the direct supervision of a technically qualified individual; or
- (E) A substance to the extent it is used in routine agricultural operations or is a fertilizer held for sale by a retailer to the ultimate customer.

OSHA regulations, Section 1910.1200(b), stipulate exemptions from the requirement to prepare or have available an MSDS.

CONFIDENTIAL INFORMATION

If you are withholding the name of a chemical in accordance with criteria specified in Title III for confidential information, Section 322, enter the generic class or category that is structurally descriptive of the chemical (e.g., list toluene diisocyanate as organic isocyanate) and check the box marked Trade Secret.

Trade secret information should be submitted to EPA and must include substantiation. Please refer to EPA's final regulation on a trade secrecy (53 FR 28772, July 29, 1988) for detailed information on how to submit trade secrecy claims.

CHEMICAL DESCRIPTION

1. Enter the Chemical Abstract Service registry number (CAS). For mixtures, enter the CAS number of the mixture as a whole, if it has been assigned a number distinct from its constituents. For a mixture that has no CAS number, leave this item blank or report the CAS numbers of as many constituent chemicals as possible.
2. Enter the chemical name or common name of each hazardous chemical.
3. Check box for ALL applicable descriptors: pure or mixture; and solid, liquid, or gas; and whether the chemical is or contains an EHS.
4. If the chemical is a mixture containing an EHS, enter the chemical name of each EHS in the mixture, as well as the CAS number.

EXAMPLE

You have pure chlorine gas on hand, as well as two mixtures that contain liquid chlorine. You write "chlorine" and enter the CAS number. Then you check "pure" and "mix", as well as "liquid" and "gas".

PHYSICAL AND HEALTH HAZARDS

For each chemical you have listed, check all the physical and health hazard boxes that apply. These hazard categories are defined in 40 C.F.R. 370.2. The two health hazard categories and three physical hazard categories are a consolidation of the 23 hazard categories defined in the OSHA Hazard Communication Standard, 29 C.F.R. 1910.1200.

HAZARD CATEGORY COMPARISON FOR REPORTING UNDER SECTIONS 311 AND 312

<u>EPA's Hazard Categories</u>	<u>OSHA Hazard Categories</u>
Fire Hazard	Flammable Combustible Liquid Pyrophoric Oxidizer
Sudden Release of Pressure	Explosives Compressed Gases
Reactive	Unstable Reactive Organic Peroxide Water Reactive
Immediate (Acute) Health Hazards	Highly Toxic Toxic Irritant Sensitizer Corrosive Other hazardous chemicals with an adverse effect with short term exposure.
Delayed (Chronic) Health Hazards	Carcinogens Other hazardous chemicals with an adverse effect with long term exposure

INVENTORY

* Calculate all amounts as weight in pounds or gallons. To convert gas or liquid volume to weight in pounds, multiply an appropriate density factor.*

MAXIMUM AMOUNT:

1. For each hazardous chemical, estimate the greatest amount present at your facility on any single day during the reporting period.
2. Enter the actual pounds or gallons in the GAL/LBS column. *Be sure to indicate whether the quantity reported is gallons or pounds.*

AVERAGE DAILY AMOUNT:

1. For each hazardous chemical, estimate the average quantity that was present at your facility during the year.
2. Enter the actual pounds or gallons in the GAL/LBS column. *Be sure to indicate whether the quantity reported is gallons or pounds.*

MAXIMUM AMOUNT PER CONTAINER:

1. For each hazardous chemical, estimate the amount stored in the largest container at the facility.
2. Enter the actual pounds or gallons in the GAL/LBS column. *Be sure to indicate whether the quantity reported is gallons or pounds.*

WHAT ABOUT MIXTURES?

If a chemical is part of a mixture, you have the option of reporting either the weight of the entire mixture or only the portion of the mixture that is a particular hazardous chemical. If a hazardous solution weighs 100 lbs. but is composed of only 5% of a particular hazardous chemical, you can indicate either 100 lbs. of the mixture or 5 lbs. of the chemical).

The option used for each mixture must be consistent with the option used in your Section 31 reporting.

Because EHS's are important to Section 303 planning, they have lower thresholds. The amount of an EHS at a facility (both pure EHS substances and EHS's in mixtures) must be aggregated for purposes of threshold determination. It is suggested that the aggregation calculation be done as a first step in making the threshold determination. Once you have determined whether a threshold for an EHS has been reached, you should report either the total weight of the EHS at your facility, or the weight of each mixture containing the EHS.

EXAMPLE 1:

You received one large shipment of solvent mixture last year. The shipment filled 5,000 gallon storage tanks. You know that the solvent contains 10% benzene, which is a hazardous chemical.

You figure that 10% of the 25,000 gallons is 2,500 gallons. You also know that the density of benzene is 7.29 pounds per gallon. Multiply 2,500 gallons by 7.29 pounds per gallon to get weight of 18,225 pounds. Enter "18,225 pounds" in the GAL/LBS column.

EXAMPLE 2:

The 25,000-gallon shipment of solvent you received last year was gradually used up and completely gone in 315 days. The sum of the daily volume levels in the tank is 4,536,000 gallons. By dividing 4,536,000 gallons by 315 days on-site, you calculate an average daily amount of 14,400 gallons.

You already know that the solvent contains 10% benzene, which is a hazardous chemical. Since 10% of 14,400 is 1,440, you figure that you had an average of 1,440 gallons of benzene. You also know that the density of benzene is 7.29 pounds per gallons, so you multiply 1,440 by 7.29 to get a weight of 10,500 pounds.

(If you are using the form as a worksheet for completing a Tier One form, you should write 10,500 in the shaded area.)

NUMBER OF DAYS ON SITE

Enter the number of days that the hazardous chemical was found on-site.

EXAMPLE:

The solvent composed of 10% benzene was present for 315 days at your facility. Enter 315 in the space provided.

STORAGE CODES:

CONTAINER TYPE, PRESSURE AND TEMPERATURE

- a. Look at Table I. For each location, find the appropriate storage type and enter the corresponding code in the first box.
- b. Look at Table II. For each location, find the appropriate storage types for pressure and temperature conditions. Enter the applicable pressure code in the second box. Enter the applicable temperature code in the third box.

TABLE I - STORAGE TYPES

<u>Codes</u>	<u>Storage Conditions</u>
A	Above ground tank
B	Below ground tank
C	Tank inside building
D	Steel drum
E	Plastic or non-metallic 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

TABLE II - TEMPERATURE AND PRESSURE CONDITIONS

<u>Codes</u>	<u>Storage Conditions</u> <u>(PRESSURE)</u>
1	Ambient Pressure
2	Greater than ambient pressure
3	Less than ambient pressure
	<u>(TEMPERATURE)</u>
4	Ambient temperature
5	Greater than ambient temperature
6	Less than ambient temperature
7	Cryogenic conditions

EXAMPLE:

The benzene in the main building is kept in a tank inside the building, at ambient pressure and less than ambient temperature.

Table I shows that the code for a tank inside a building is C. Table II shows you that the code for ambient pressure is 1 and the code for less than ambient temperature is 6. You enter C 1 6.

STORAGE LOCATIONS:

Provide a brief description of the precise location of the chemical, so that emergency responders can locate the chemical easily. You will find it advantageous to provide the required site plan or site coordinates as explained below. Indicate north, south, east or west on the site plan.

For each chemical, indicate at a minimum the building or lot. Additionally, where practical, the room or area may be indicated. You may respond in narrative form with appropriate site coordinates or abbreviations.

If the chemical is present in more than one building, lot, or area location, continue your responses down the page as needed. If the chemical exists everywhere at the plan site simultaneously, you may report that the chemical is ubiquitous at the site.

EXAMPLE

You have benzene in the main room of the main building, and in tank 2 in tank field 10. You attached a site plan with coordinates as follows: main building = G-2, tank field 10 = B-6. Fill in the Storage Location as follows:

B-6 [Tank 2] G-2 [Main Room]

CONFIDENTIAL INFORMATION

Under Title II, Section 324, you may elect to withhold location information on a specific chemical from disclosure to the public.

If you choose to do so:

Enter the word “Confidential” in the Non-Confidential Location section of the Tier Two form on the first line of the storage locations.

- **On a separate Tier Two Confidential Location Information Sheet, enter the name and CAS number of each chemical for which you are keeping the location confidential. (page19)**
- **Enter the appropriate location and storage information.**
- **Attach the Tier Two Confidential Location Information Sheet to the Tier Two form. This separates confidential locations from other information that will be disclosed to the public.**

OPTIONAL ATTACHMENTS:

If you choose to attach one of the following, check the appropriate attachments box at the bottom of the form.

- a. A list of site coordinate abbreviations that correspond to buildings, lots, areas, etc., through-out your facility.
- b. A description of dikes and other safeguard measures for storage locations throughout your facility.

CERTIFICATION

The owner or operator or the officially designated representative of the owner or operator must certify that all information included in the Tier Two submission is true, accurate, and completed. On the first page of the Tier Two report, enter your full name and official title. Sign your name and enter the current date. Also, enter the total number of pages included in the Confidential and Non-Confidential Information Sheets as well as all attachments. **An original signature is required on at least the first page of the submission. Submissions to the SERC and fire department must each contain an original signature on at least the first page.** Subsequent pages must contain either an original signature, a photocopy of the original signature, or a signature stamp. Each page must contain the date on which the original signature was affixed to the first page of the submission and the total number of pages in the submission.

DO NOT send payment with your Tier II form. You will be billed separately.

Chapter 16.110

HAZARDOUS MATERIALS*

16.110.020	Definitions.
16.110.030	Reporting requirements.
16.110.035	Exceptions.
16.110.040	Reporting schedules.
16.110.045	Report updating.
16.110.050	Placarding requirements.
16.110.060	Transshipment facilities.
16.110.080	Penalty for violation of chapter.
16.110.090	Certificate of compliance.
16.110.100	Use of fees and penalties.

***Cross references**—Hazardous materials commission, § 4.50.080; fines, § 14.60.030; environmental protection, tit. 15; gasoline service station regulations, § 21.45.280; streets and rights-of-way, tit. 24.

16.110.020 Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Acute hazardous waste means a waste listed in 40 CFR 261.31, 261.32 or 261.33(e), as amended.

Consumer commodity means a hazardous material that is packaged and distributed in a form intended or suitable for retail sale for use by an individual, as defined in 49 CFR.

Extremely hazardous substance means a substance listed in the appendices to 40 CFR 355.

Facility means any land, building, equipment, structure, stationary item or combination thereof, not a transshipment facility, that is located on a single site or on contiguous or adjacent sites owned, leased, operated or otherwise controlled by the same person, other than a residential dwelling, as defined in the building code, as amended, as provided in title 23.

Handles means disposes of, generates, processes, stores, treats or uses.

Hazard category means the five physical or health classes defined in 40 CFR 370.2.

Hazard class means the class of hazardous materials authorized for transportation by 49 CFR subchapter C.

Hazardous chemical means any hazardous chemical as defined under 29 CFR 19100.1200(c).

Hazardous material means a material subject to 49 CFR subchapter C, including those:

1. Defined at 49 CFR 171.8 or 171.11, as amended; or
2. Listed in the hazardous materials table at 49 CFR 172.101 or 172.102, as amended, for any transportation mode;

and any other substance determined by the state department of public safety, division of fire prevention, to pose a significant health and safety hazard. The term "hazardous material" does not include food, drugs, alcoholic beverages, cosmetics, tobacco or tobacco products intended for personal consumption.

Hazardous waste means a waste as defined in 40 CFR 261, as amended.

Person means the owner, operator or manager of any entity or any other individual in charge handling hazardous materials, hazardous chemicals or hazardous wastes, and includes but is not limited to individuals, trusts, corporations (including government corporations), partnerships, joint ventures, or a state or political subdivision thereof.

Tier II inventory form means the hazardous chemical inventory form set forth in 40 CFR 370.41, as amended.

Threshold planning quantity means the quantity for an extremely hazardous substance defined in 40 CFR 355, as amended.

Transshipment facility means any land, building, equipment, structure, stationary item or combination thereof that is located on a single site or on contiguous or adjacent sites owned, leased, operated or otherwise controlled by the same person whose principal business consists of the handling of materials including handling hazardous materials or hazardous wastes while such materials remain in the stream of interstate, intrastate or international commerce.

Cross reference—Definitions and rules of construction generally, § 1.05.020.

16.110.030 Reporting requirements.

A. Applicability. The reporting requirements of this section shall only apply if the following quantities are handled at a facility, other than a transshipment facility, on any day during a calendar year:

1. Any quantity of a hazardous material of the following hazard class or the International Civil Aviation Organization (ICAO)/International Maritime Organization (IMO) equivalents:
 - a. Poison A;
 - b. Poison B;
 - c. Class A explosive;
 - d. Class B explosive;
 - e. Flammable solid (dangerous when wet); or

f. Radioactive material.

2. A hazardous material or hazardous chemical other than one described in subsection A.1 of this section in an amount equal to or greater than 500 pounds.
3. An extremely hazardous substance in an amount equal to or greater than 500 pounds or the threshold planning quantity, whichever is less.
4. A hazardous waste in an amount equal to or greater than 220 pounds.
5. An acute hazardous waste in an amount equal to or greater than 2.2 pounds.
6. A consumer commodity of a hazardous material or hazardous chemical in an amount equal to or greater than 1,000 pounds at a facility longer than 14 days, other than a transshipment facility, prior to placement for display or sale.

B. *Hazardous materials or hazardous chemicals.* A person who handles hazardous materials or hazardous chemicals shall submit a report to the municipal fire chief as provided on a tier II inventory form with a site layout and floorplan of each facility showing the usual and ordinary location of each hazardous material, hazardous chemical and hazardous waste.

C. *Hazardous wastes.* A person who handles hazardous wastes shall submit a report to the municipal fire department on a form approved by the municipal fire chief, including:

1. The facility name and address.
2. The owner and operator name and address.
3. Emergency contact names and telephone numbers.
4. The EPA hazardous waste number for each hazardous waste.
5. Characteristics for each hazardous waste (ignitable, reactive, corrosive or toxic).
6. The maximum daily and average daily quantities handled during the reporting period and the number of days handled on-site.
7. The site layout and floorplan showing the usual and ordinary location of each hazardous waste.

D. *Consumer commodities.* A person who handles consumer commodities shall submit a report to the municipal fire department on a form approved by the fire chief, including:

1. The facility name and address.
2. The owner and operator name and address.
3. Emergency contact names and telephone numbers.
4. The product name of each hazardous material or hazardous chemical.
5. Physical and health hazards of each hazardous material or hazardous chemical.
6. The maximum daily and average daily quantities handled during the reporting period and the number of days handled on-site.
7. The site layout and floorplan showing the usual and ordinary location of each hazardous waste.

16.110.035 Exceptions.

A. The municipal fire chief may except, by regulation adopted pursuant to chapter 3.40, certain hazardous materials listed in the hazardous materials table at 49 CFR 172.101 or 172.102 from the requirements of this chapter upon determination that the materials do not pose a significant health or safety hazard. The municipal fire department shall maintain a list of the materials excepted from the reporting requirements for public review.

B. The municipal fire chief may adopt regulations pursuant to chapter 3.40 requiring that a person report smaller quantities of a hazardous material, hazardous chemical or hazardous waste than specified in this chapter upon a determination that the smaller quantity poses a significant health or safety hazard.

C. This chapter shall not apply to any hazardous material, hazardous chemical or hazardous waste or consumer commodity possessed by an individual for his personal, family or household use.

16.110.040 Reporting schedules.

A. A person who is required to submit a report pursuant to section 16.110.030 or 16.110.060 shall

submit that report by March 1, 1988, for every transshipment facility and other facility in operation on January 1, 1988, and no later than March 1 of each year thereafter. The reporting period shall be for the previous calendar year, except that the initial report filed for March 1, 1988, may be a projection for the following calendar year.

B. A person not subject to the reporting requirements of section 16.110.030 or 16.110.060 on January 1, 1988, who subsequently becomes subject to the terms of that section shall submit the information required in section 16.110.030 or 16.110.060 within 30 days after commencement of such handling and shall update the information by March 1 of each year thereafter. The initial report may be a projection of activities for the following calendar year.

16.110.045 Report updating.

A. A person required to make a report by this chapter for a facility other than a transshipment facility shall report each change to the most recently submitted site layout or floorplan showing the change in storage location for a hazardous material, hazardous chemical or hazardous waste to the municipal fire chief by telephone within 24 hours and in writing within 30 days after each such change.

B. A person required to make a report by section 16.110.030.B, C or D for a facility other than a transshipment facility shall update the annual inventory report if there is an addition of a hazardous material, hazardous chemical or hazardous waste that would change the reporting range code (00 to 10) contained in the annual current tier II inventory form. Such an update report shall be made within 90 days of receipt of the additional hazardous material, hazardous chemical or hazardous waste.

C. A person required to make a report by section 16.110.030.B, C or D for a facility other than a transshipment facility shall update the annual inventory report whenever a hazardous material, hazardous waste or hazardous chemical of a reportable quantity of a new hazard category is handled at a facility. Such a report shall be

made within 30 days of receipt of the additional hazardous material, hazardous waste or hazardous chemical in the new hazard category.

16.110.050 Placarding requirements.

A. A person who handles hazardous materials, hazardous chemicals or hazardous wastes at a facility, other than a transshipment facility, in an amount equal to or greater than the quantities specified in section 16.110.030 shall post placards that give adequate warning to the public and to emergency response personnel of the type of hazardous materials, hazardous chemicals or hazardous wastes handled.

B. A placard shall meet the standard specifications for size, lettering, numbers, colors and symbols established by the National Fire Protection Association (NFPA) for the 704 M system, unless an alternative placard has been approved for use by the municipal fire chief.

C. The municipal fire chief shall determine which numbers and symbols shall be contained on placards for facilities, based on the inventory reports submitted in accordance with this chapter. Where a facility contains more than one class of hazardous materials, hazardous chemicals or hazardous wastes, the placard shall be based on the hazardous material, hazardous chemical or hazardous waste with the most severe degree of hazard.

D. Any facility handling consumer commodities of a hazardous material or hazardous chemical in an amount equal to or greater than 1,000 pounds on any single day shall post a placard in a form designated by the municipal fire chief at a location allowed in subsection E of this section.

E. Placards shall be placed as provided in this subsection:

1. Unless alternative placarding locations have been approved in accordance with this subsection, placards shall be posted as follows:
 - a. One placard shall be displayed on the exterior wall adjacent to the main street entrance.

- b. At least one placard shall be displayed on each side of the structure for which there is an entrance other than the main entrance.
 - c. Each placard shall be posted on the latch side of the door. In the case of double door, the placard shall be displayed to the right side of the door.
 - d. Each placard shall be posted within 24 inches of an entrance and placed at a height of 4.5 to 5.5 feet above the bottom edge of the entrance.
 - e. No other sign shall be placed within six inches of any placard.
 - f. Placards shall be securely mounted and maintained in such condition as to be easily read.
2. A request for alternative placard locations, different than those described in subsections E.1 and E.3 of this section, shall be submitted to the municipal fire chief with an annual report or modification thereof. The request shall state the reasons why the location standards or approved alternative locations in this chapter should not apply or are otherwise inappropriate, and describe a proposed alternative placard location and explain how the alternative location will give adequate warning to the public and emergency response personnel. The alternative placard location may be used only upon written approval by the municipal fire chief.
3. Subject to the written approval of the municipal fire chief, the following alternative placard locations to those described in subsection E.1 of this section may be used:
- a. *Multiple-story buildings with interior fire panels.* Placards may be posted at the interior fire panels showing the specific floors on which hazardous materials, hazardous chemicals or hazardous wastes are handled and the appropriate placard designations for each floor.
 - b. *Retail establishments.* A placard does not need to be adjacent to the main

customer entrance provided that the placard can be placed at a location on the exterior wall in a manner giving adequate warning to the public and emergency response personnel.

F. The municipal fire chief may require a specific area or room within a facility to be placarded upon a request by a facility or upon his determination that the type or location of hazardous materials, hazardous chemicals or hazardous wastes may pose a significant health or safety threat to emergency personnel if the specific area or room is not placarded.

G. A person shall post the placards, as designated by this section or by the municipal fire chief, within 30 days of receipt of notification from the municipal fire department that the placards have been designated.

H. Placards shall be removed within 24 hours after hazardous material, hazardous chemicals or hazardous wastes are no longer being handled at a facility.

16.110.060 Transshipment facilities.

A. *Reporting schedule and contents.* A person who handles hazardous materials or hazardous wastes at a transshipment facility shall submit a report in accordance with the schedule stated in section 16.110.040 on a form prescribed by the municipal fire chief and including:

1. The transshipment facility name and address.
2. The owner and operator names and addresses.
3. Emergency contact names, titles and telephone numbers.
4. A list of all hazard classes handled at the transshipment facility.
5. The site layout and floorplan showing the usual and ordinary locations of hazardous waste and hazardous material at the transshipment facility.
6. The method of marking or warning used.

B. *Report updating.* A person required to submit a report pursuant to subsection A.1 of this section shall:

1. Update that report within 30 days after a new hazard class has been handled or a change has been made in the marking or warning system used at the transshipment facility; and
2. Report each change to the most recently submitted site layout and floorplan showing the changes in the usual and ordinary storage location for a hazardous material or hazardous waste to the municipal fire chief by telephone within 24 hours and in writing within 30 days after each such change.

C. *Markings and warnings.* A person who operates a transshipment facility shall display markings and warnings under one of the following categories:

1. Mark the immediate area to be used for hazardous materials or hazardous wastes handling with a conspicuous sign reading "Hazardous Materials," using block letters a minimum of three inches in height with a one-half-inch strike on a white background;
2. Display hazardous materials labels or placards in accordance with DOT requirements to identify the commodities present;
3. Display placards in accordance with section 16.110.050; or
4. Display such other placards, warnings or markings as the municipal fire chief may require or allow in writing following his determination that such additional or alternative action will reasonably protect the public safety.

D. *Applicability of reporting and placarding requirements.* Transshipment facilities are not subject to the requirements related to reporting and placarding contained in this chapter except those set forth in section 16.110.040 and this section.

(AO No. 87-101(S))

16.110.080 Penalty for violation of chapter.

A. A person who violates any provision of this chapter shall be subject to civil penalties, injunc-

tive relief, or both, as provided by section 1.45.010.B, including civil penalties as set forth in section 14.60.030 where applicable.

B. A person who violates any provision of this chapter shall be guilty of a misdemeanor and shall be subject to a fine of not less than \$50.00 and not more than \$300.00 for each offense.

C. Each day of violation shall constitute a separate offense for purposes of this chapter.

D. The enforcement provisions in this section shall not be effective for facilities and transshipment facilities handling less than 10,000 pounds of a hazardous material, hazardous chemical or hazardous waste until July 1, 1988.

(AO No. 87-101(S); AO No. 93-167(S-1), § 14, 4-13-94)

16.110.090 Certificate of compliance.

A. *Required.* A person subject to the reporting requirements of this chapter shall obtain a certificate of compliance with this chapter from the municipal fire chief. An application for a certificate shall be made on a form approved by the municipal fire chief no later than March 1 of every calendar year or within 30 days after commencement of activities to be reported under this chapter.

B. *Payment of fee.* A certificate shall be valid only so long as the fee required by subsection C of this section is tendered to the municipality no later than 30 days after the date of the municipal invoice for that fee.

C. *Amount of fee.* The fee to be paid by each facility and transshipment facility shall be based on the total daily maximum amount of hazardous material, hazardous chemicals or hazardous waste handled at a facility on any one calendar day, as follows:

Reportable Quantity (pounds)	Annual Fee	
	Facility Fee per Year	Transshipment Fee per Year
0—4,999	\$ 50.00	\$ 125.00
5,000—14,999	125.00	150.00
15,000—74,999	175.00	175.00
75,000—299,999	250.00	250.00
300,000—649,999	750.00	750.00

HAZARDOUS MATERIALS

16.110.100

<i>Reportable Quantity (pounds)</i>	<i>Annual Fee</i>	
	<i>Facility Fee per Year</i>	<i>Transshipment Fee per Year</i>
0—4,999	\$ 65.00	\$ 165.00
5,000—14,999	165.00	185.00
15,000—74,999	225.00	225.00
75,000—299,999	325.00	325.00
300,000—649,999	950.00	950.00
650,000—999,999	2,000.00	2,000.00
1,000,000—3,000,000	4,000.00	4,000.00
Greater than 3,000,000	5,000.00	5,000.00

(AO No. 87-101(S); AO No. 92-17; AO No. 2004-151, § 8, 1-1-05)

16.110.100 Use of fees and penalties.

All fees and penalties collected in connection with the administration or enforcement of this chapter shall be dedicated to the program authorized by this chapter.

(AO No. 87-101(S))

State of Alaska Tier Two Form

<p>Tier Two EMERGENCY AND HAZARDOUS CHEMICAL INVENTORY <i>Specific Information by Chemical</i></p>	<p>Facility Identification Name _____ Street _____ City _____ Borough _____ State _____ Zip _____ SIC Code _____ Dun & Brad Number _____ ID# _____ Date Received _____</p> <p style="text-align: center;">FOR OFFICIAL USE ONLY</p>
<p>Owner/Operator Name Name _____ Phone () _____ Mail Address _____</p> <p>Emergency Contact Name _____ Title _____ Phone () _____ 24 Hr. Phone () _____ Name _____ Title _____ Phone () _____ 24 Hr. Phone () _____</p>	

Important: Read all instructions before completing form

Reporting Period From January 1 to December 31, 20__

Check if information below is identical to the information submitted last year.

Chemical Description	Physical and Health Hazards (check all that apply)	Inventory	Container Type	Pressure	Temperature	Storage Codes and Locations (Non-Confidential)	Optional
CAS _____ Trade Secret _____ Chem. Name _____ Check all that apply: <input type="checkbox"/> Pure <input type="checkbox"/> Mix <input type="checkbox"/> Solid <input type="checkbox"/> Liquid <input type="checkbox"/> Gas <input type="checkbox"/> EHS EHS. Name _____	<input type="checkbox"/> Fire <input type="checkbox"/> Sudden Release Of Pressure <input type="checkbox"/> Reactivity <input type="checkbox"/> Immediate (acute) <input type="checkbox"/> Delayed (chronic)	Max Daily Amount _____ Avg. Daily Amount _____ Max. Amt. Per Container _____ No. of Days On-site (days) _____ GAL/LBS _____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____ _____ _____ _____ _____	<input type="checkbox"/>
CAS _____ Trade Secret _____ Chem. Name _____ Check all that apply: <input type="checkbox"/> Pure <input type="checkbox"/> Mix <input type="checkbox"/> Solid <input type="checkbox"/> Liquid <input type="checkbox"/> Gas <input type="checkbox"/> EHS EHS. Name _____	<input type="checkbox"/> Fire <input type="checkbox"/> Sudden Release Of Pressure <input type="checkbox"/> Reactivity <input type="checkbox"/> Immediate (acute) <input type="checkbox"/> Delayed (chronic)	Max Daily Amount _____ Avg. Daily Amount _____ Max. Amt. Per Container _____ No. of Days On-site (days) _____ GAL/LBS _____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____ _____ _____ _____ _____	<input type="checkbox"/>
CAS _____ Trade Secret _____ Chem. Name _____ Check all that apply: <input type="checkbox"/> Pure <input type="checkbox"/> Mix <input type="checkbox"/> Solid <input type="checkbox"/> Liquid <input type="checkbox"/> Gas <input type="checkbox"/> EHS EHS. Name _____	<input type="checkbox"/> Fire <input type="checkbox"/> Sudden Release Of Pressure <input type="checkbox"/> Reactivity <input type="checkbox"/> Immediate (acute) <input type="checkbox"/> Delayed (chronic)	Max Daily Amount _____ Avg. Daily Amount _____ Max. Amt. Per Container _____ No. of Days On-site (days) _____ GAL/LBS _____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____ _____ _____ _____ _____	<input type="checkbox"/>

Certification (Read and sign after completing all sections)
 I certify under penalty of law that I have personally examined and am familiar with the information submitted in pages one through _____ and that based on my inquiry of those individuals responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete.

Name and official title of owner/operator OR owner/operator's authorized representative _____ Original signature required _____ Date signed _____

Required Attachments
 I have attached a site plan
Optional Attachments
 I have attached a list of site coordinate abbreviations
 I have attached a description of dikes and other safeguards measures

State of Alaska Tier Two Form

Tier Two EMERGENCY AND HAZARDOUS CHEMICAL INVENTORY <i>Specific Information by Chemical</i>	Facility Identification Name _____ Street _____ City _____ Borough _____ State _____ Zip _____ SIC Code _____ Dun & Brad Number _____ ID# _____ Date Received _____ FOR OFFICIAL USE ONLY	Owner/Operator Name Name _____ Phone () _____ Mail Address _____ Emergency Contact Name _____ Title _____ Phone () _____ 24 Hr. Phone () _____ Name _____ Title _____ Phone () _____ 24 Hr. Phone () _____
-----------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Important: Read all instructions before completing form Reporting Period From January 1 to December 31, 20____ Check if information below is identical to the information submitted last year.

Confidential Location Information Sheet		Container Type		Pressure	Temperature	Storage Codes and Locations (Non-Confidential)	Optional
CAS#	_____	_____	_____	_____	_____	Storage Locations _____ _____ _____ _____	<input type="checkbox"/>
CAS#	_____	_____	_____	_____	_____	_____ _____ _____ _____	<input type="checkbox"/>
CAS#	_____	_____	_____	_____	_____	_____ _____ _____ _____	<input type="checkbox"/>

Certification (*Read and sign after completing all sections*)
I certify under penalty of law that I have personally examined and am familiar with the information submitted in pages one through _____ and that based on my inquiry of those individuals responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete.

Name and official title of owner/operator OR owner/operator's authorized representative _____ Original signature required _____ Date signed _____

Required Attachments
 I have attached a site plan
Optional Attachments
 I have attached a list of site coordinate abbreviations
 I have attached a description of dikes and other safeguards measures

ANCHORAGE FIRE DEPARTMENT TRANSSHIPMENT FACILITY REPORT FORM

A. FACILITY IDENTIFICATION:

Name of Business: _____
 Street: _____
 City _____ State _____ Zip _____
 Business Phone () _____
 SIC Code Latitude _____ Longitude _____

FOR
 OFFICIAL
 USE
 ONLY

ID# _____
 Date received _____

B. OWNER/OPERATOR NAME:

Name: _____ Phone: () _____
 Address: _____ City _____ State _____ Zip _____

C. EMERGENCY CONTACT:

1) Name: _____ Title _____
 Phone () _____ 24-Hour Phone: () _____
 2) Name: _____ Title _____
 Phone () _____ 24-Hour Phone: () _____

E. INVENTORY QUANTITY

(Estimate): _____
 (Specify gallons or pounds.)

D.

Hazard Class means that class of hazardous material defined in 49 Code of Federal Regulations or International Civil Aviation Organization/International Maritime Organization equivalents.

HAZARD CLASS (check all that apply)

Reporting Period _____ From January 1 to December 31, _____ Check if information below is identical to information submitted last year

**CLASS 1
 EXPLOSIVES**

- Div 1.1 & 1.2
- Div 1.3
- Div 1.4

**CLASS 2
 COMPRESSED GASES**

- Div 2.1 Flammable Gas
- Div 2.2 Non-Flammable Gas
- Div 2.3 Poison Gas

**CLASS 3
 FLAMMABLE/COMBUSTIBLE LIQUIDS**

- Flammable Liquid
- Combustible Liquid

CLASS 4

FLAMMABLE SOLIDS

- Div 4.1 Flammable Solid
- Div 4.2 Spontaneously Combustible
- Div 4.3 Dangerous When Wet

**CLASS 5
 OXIDIZING SUBSTANCES**

- Div 5.1 Oxidizers
- Div 5.2 Organic Peroxides

CLASS 6

- Div 6.1 Poisons

CLASS 7

- Radioactive

CLASS 8

- Corrosive

CLASS 9

- Miscellaneous

- ORM D** Consumer Commodity

F. CERTIFICATION: (Read and sign after completing all sections.)

I certify under penalty of law that I have personally examined and am familiar with information submitted in this and all attached documents, and that based on my inquiry of those individuals responsible for obtaining information, I believe that the information is true, accurate and complete.

Name and Official title of Owner/Operator _____

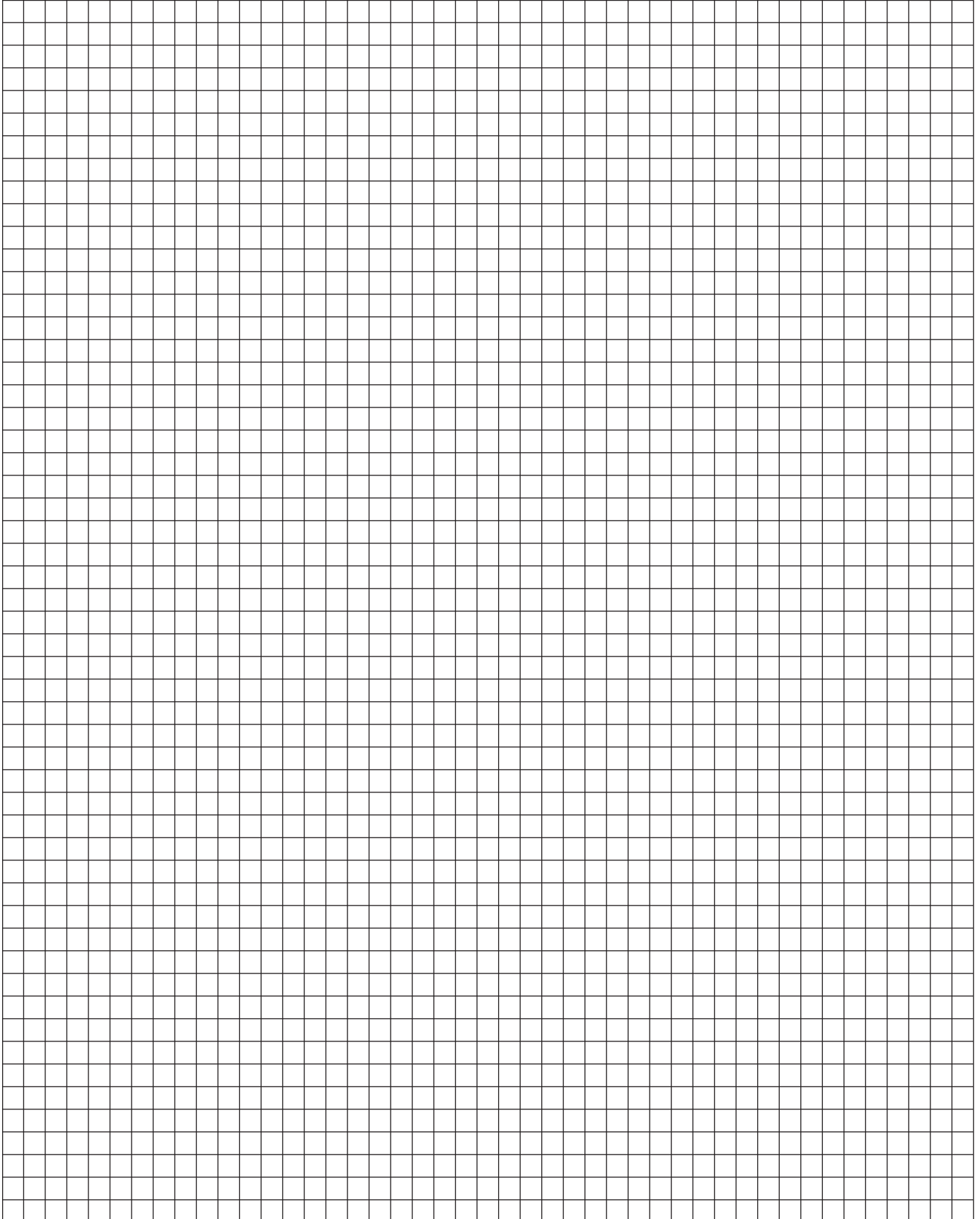
Signature _____

Date Signed _____

G. ATTACHMENTS:

- Site plan
- List of site coordinate abbreviations
- Description of dikes and other safeguard measures
- MSDS Sheets

Floor Plan/Site Map

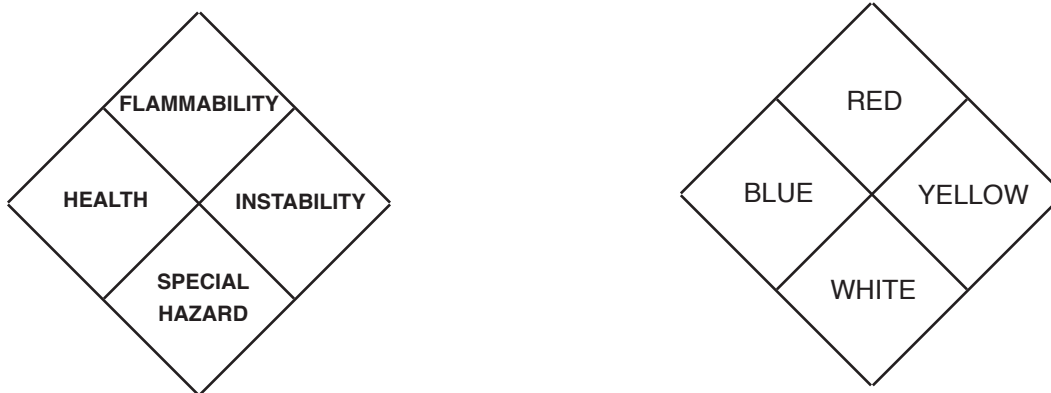


**SPECIFICATIONS
FOR
COMMUNITY RIGHT-TO-KNOW PROGRAM
PLACARDING: NFPA 704**

The National Fire Protection Association (NFPA) 704 system of placarding shall be used at facilities handling hazardous chemicals, hazardous materials, or hazardous wastes in reportable amounts per the municipal 'Community Right-to-Know' Ordinance, Title 16.

This system identifies the hazards of a material in terms of three categories: "HEALTH", "FLAMMABILITY" and "INSTABILITY." The system indicates the order of severity by a numerical rating that ranges from "zero" (0) - indicating minimum hazard, to "four" (4) - indicating severe hazard.


The information is presented by a spatial system of diagrams with "HEALTH" always being on the left; "FLAMMABILITY" always at the top; and "INSTABILITY" always on the right. In addition to this designated configuration, these categories are color-coded. The color codes are: "HEALTH" blue; "FLAMMABILITY" red; "INSTABILITY" yellow. Example of spatial arrangement and color background are shown.



The fourth space in the above diagram shall be used to indicate "Special Hazard". "Special Hazard" is used to indicate unusual properties for that material which may cause special problems or require special fire fighting techniques. The symbols to be used in this category are:

Materials that demonstrate unusual reactivity with water shall be identified by the letter W with a horizontal line through the center. **(-W-)**

Materials that possess oxidizing properties shall be identified by the letters OXY. **OXY**

Materials possessing radioactivity hazards shall be the standard radioactivity symbol. 

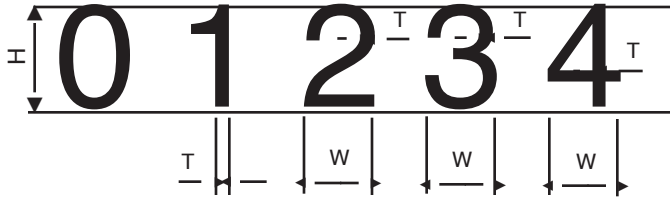
Hazardous Waste shall be identified by the letters H and W. The W shall be located directly under the H as follows: **H
W**

The color background for "Special Hazard" shall be the color white.

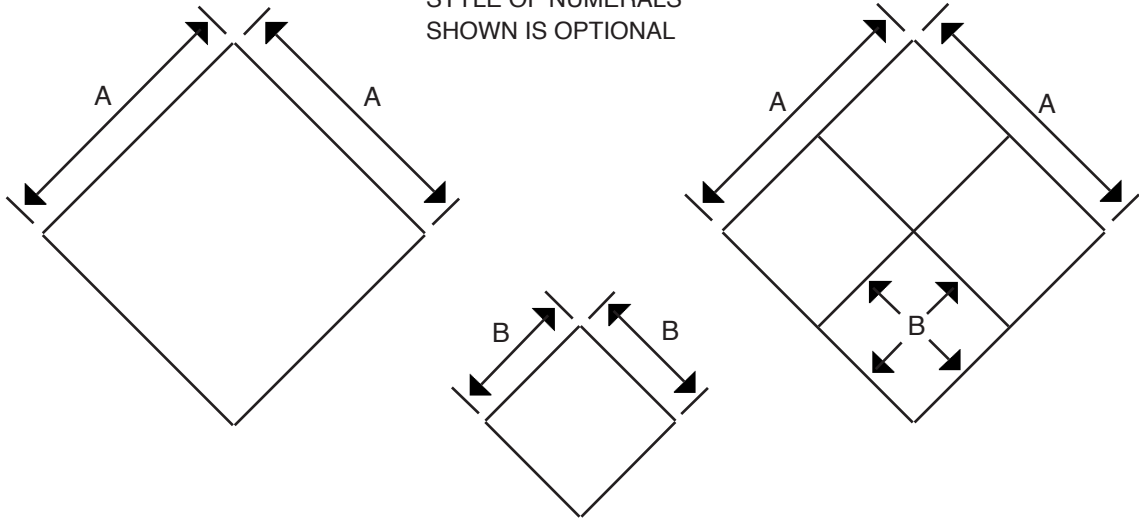
SPECIFICATIONS FOR SIZE AND DESIGN OF PLACARD

The following illustrations shall be used for the implementation of this standard

SIZE OF SIGNALS				
H	W	T	A	B
3	2.1	15/32	7 1/2	3 3/4



NOTE:
STYLE OF NUMERALS
SHOWN IS OPTIONAL



The NFPA 704 placard material Specifications are:

- a) 7-1/2" X 7-1/2" square diamond on end, made out of .080 gauge Aluminium sheeting.
- b) 1/8" border and section spacing, on a black or white background.
- c) Background: baked on 2290 3M reflective sheeting or equivalent material.
- d) Screen Print 4 Colors:
 - Blue Transparent #710 3M Ink or equivalent material
 - Red Transparent #712 3M Ink or equivalent material
 - Yellow Transparent #722 3M Ink or equivalent material
 - Black Transparent #705 3M Ink or equivalent material

All screen printing to be done on 5290 3M Pressure Sensitive material or equivalent.

Numbers:

- a) White numbers are to be made out of pressure sensitive reflective Engineer Grade Vinyl.
White numbers are used in the Blue-health and Red-flammability categories.
- b) Black numbers and special hazard symbols are to be made out of pressure sensitive Opaque Vinyl.
Black numbers are used in the Yellow-reactivity and White-special hazard categories.

NOTE:

INTERIOR SIGNS same as above (optional .080 gauge Aluminium).

For more information please contact the Anchorage Fire Department, 'Community Right-to-Know' Program, at 267-4900.

SPILL REPORTING
Emergency – 911 –
or
1-800-478-9300 24 hr.

NOTE: Written report to Office of Emergency Management [or faxed to 343-1441] fulfills notification requirement for Anchorage LEPC.

Any hazardous substance release or spill must be reported **immediately**. ADEC receives notification through this 800 number and relays relevant data to the National Response Center staffed by US Coast Guard personnel around the clock. Spill information is also shared with the EPA Region 10 Alaska office in Anchorage. Federal resources are often used to mitigate the immediate and long-term effects of chemical incidents. Legal action and significant fines may result from failure to report.

When a spill or release is reported, the following information will be needed as applicable:

- Your name, location, business/organization, telephone number
- Name and address of the party responsible for the incident
- Date, time and exact location of incident
- Source and cause of the release or spill
- Name/type of carrier or vessel, railcar/truck number or process equipment identification
- Type(s) of material(s) released or spilled
- Quantity of materials released or spilled
- Has release been contained/spill source shut down
- Status of evacuation
- Medium (land, water, air) affected by release or spill
- Threat or danger posed by release or spill
- When applicable, numbers and types of injuries and/or fatalities
- Weather conditions at incident site
- Other agencies notified