



United States  
Environmental Protection  
Agency

Office of Solid Waste  
and Emergency Response  
(5104A)



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# FACTSHEET: Tier2 Submit 2011

## What is Tier2 Submit 2011?

Tier2 Submit 2011 is the free personal computer software developed by EPA and NOAA for use by facilities in submitting Tier II reports for the 2011 reporting year. It may be used in any state where this software meets state reporting requirements. Tier II reports required under the Emergency Planning and Community Right to Know Act (EPCRA) provide state and local officials and the public with specific information on certain chemicals that are present at facilities during the previous calendar year.

### Tier2 Submit 2011:

- contains all of the data elements required by federal EPA regulations, optional data elements which are commonly required by states, and also custom fields to accommodate additional data elements required by individual states.
- helps facilities avoid common reporting errors by verifying that all required data elements are completed.
- allows facilities to correct errors prior to submission.
- works on most PCs.
- has the capacity to include reporting for multiple facilities and numerous chemicals.
- has the ability to import information from the previous year.
- works seamlessly with CAMEOofm.
- replaces Tier2 Submit 2010.

## Have states been consulted about this new software?

The National Governor's Association (NGA) hosted an Electronic Tier II Reporting System Forum on January 31, 2001 to assist EPA in addressing issues related to electronic reporting. Participants included representatives from Massachusetts, Michigan, Wisconsin, Iowa, Missouri, Oklahoma, Arizona and Washington. Discussion explored the feasibility of both web-based and PC-based systems. All agreed that any new system should be highly compatible with CAMEO and other popular databases. Additionally, states provided comments based on their use of the 2001 through 2010 versions of Tier2 Submit.

## What about states that already have an electronic submission system in place?

Tier2 Submit 2011 is not a mandatory reporting tool. Rather, each state will continue to specify the reporting method it requires. EPA will provide information on the Office of Emergency Management's website about individual state reporting requirements. However, Tier2 submit can be used by states to complement their existing systems.

## **I used Tier2 Submit 2010 to report my facility's Tier II information last year. Do I need to download Tier2 Submit 2011?**

Yes. Facilities must use Tier2 Submit 2011 to report Tier II information for the 2011 reporting year. Tier2 Submit will be updated every year to include new state requirements and software system improvements. Users from last year can import their 2010 data into Tier2 Submit 2011 by following the Facility Submission Guide (PDF) or by referring to the User's Manual within the application.

## **What is new in Tier2 Submit 2011?**

Tier2 Submit 2011 has been updated with the ability to view site plans, and some new state requirements. Tier2 Submit is updated every year to reflect changes in state requirements and take advantage of software system improvements.

## **Will EPA provide technical assistance for Tier2 Submit 2011?**

Yes EPA is providing technical support for this new software. Please call the Reporting Center at (703) 227-7650 or e-mail: [RMPRC@epacdx.net](mailto:RMPRC@epacdx.net)

## **Where can I get a free copy of Tier2 Submit 2011?**

Anyone may download Tier2 Submit 2011 from Office of Emergency Management's new website <http://www.epa.gov/emergencies/content/epcra/tier2.htm>

## **Connecticut Tier II Reporting Requirements**

**Tier II Administration:** State Emergency Response Commission

**Address:**

79 Elm Street

Hartford, CT 06106-5127

**Phone:** (860) 424-3373

**Email:** [dep.ctepcra@ct.gov](mailto:dep.ctepcra@ct.gov)

**Website:** <http://www.ct.gov/serc> [EXIT Disclaimer](#)

**Special Instructions:**

The Connecticut Department of Energy and Environmental Protection (DEEP) is tasked by state statute (22a-602) to manage EPCRA data for the Connecticut State Emergency Response Commission (SERC). DEEP prefers that each facility use EPA's Tier2Submit software application for the current reporting year. DEEP will accept Tier2Submit electronic file submissions via email attachment to [dep.ctepcra@ct.gov](mailto:dep.ctepcra@ct.gov), or submissions on cd with one zipfile submission to SERC address with a company cover letter and label on the CD, or paper through regular mail. DEEP will reply in kind to submissions (of Tier2Submit electronic files only) made by email with an acknowledgment of receipt only, if one is requested. Email acknowledgment does not constitute validity of the data and a follow-up notification will be made to the facility if DEEP encounters problems with data. Refer to the SERC Website for specific tier 2 reporting details:

<http://www.ct.gov/serc> [EXIT Disclaimer](#)

- [Tier2 Submit 2011 for Windows](#) (18.6MB, EXE)
- [Tier2 Submit 2011 for Macintosh](#) (43.6MB, EXE)
- [Facility Submission Guide \(PDF\)](#) (26 pp, 1.4MB, [About PDF](#))