



New York State Disaster Preparedness Commission

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MEMORANDUM

ELIOT SPITZER
GOVERNOR

JOHN R. GIBB
CHAIRMAN

To: County Local Emergency Planning Committees
County Emergency Management Offices

CC: Tier II Filers in New York State

From: John R. Gibb, Chairman 
NYS Disaster Preparedness Commission

Subject: Electronic Filing of Tier II Information

Date: March 2, 2007

As you know, effective emergency preparedness efforts should encompass and address all hazards that may potentially impact our great State. These hazards are prevalent throughout the State and may impact our communities as well as the safety of our emergency responders who answer the call for help. To the extent possible, effective planning is key in protecting those that are in harm's way, including planning for releases of a hazardous material from a fixed facility.

The State Emergency Response Commission (SERC) Working Group is taking an in-depth look at hazardous materials preparedness in the State and has recently focused on the filing, processing and receipt of chemical inventory information from facilities. The SERC recognizes that an electronic chemical inventory reporting methodology would be beneficial for State and local planning purposes as well as for those facilities that are required to report Tier II information to off-site officials. The SERC has approved the use of a web-based system known as E-Plan for receiving chemical inventory information to the State. While the use of the E-Plan system is not mandatory, it is being recommended for facilities to use in submitting chemical inventory information to the State and is also being offered, as a resource, for use by county and local government. There are no costs associated with using E-Plan and it has proven to be beneficial for regulatory purposes as well as providing State and local responders with reliable information in their planning and response efforts.

Attached, for your reference, is some additional information to review in considering the use of this system in the State. The information contained herein includes websites, contact information, and questions and answers on what using the program may mean to you and your preparedness programs.

The use of this program should have positive impact on the level of hazardous materials preparedness in the State and help foster or build the public and private partnership needed for developing effective emergency plans for hazardous materials emergencies. I would encourage you to consider the use of this system for your own specific purposes.

Enc.

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