

# 2023 NC Field Changes and Validation Changes

## What you need to know for 2024

To assist first response and planning agencies that support our North Carolina Tier 2 facilities, we are requesting additional emergency planning information in the Tier II for the upcoming RY2023 reporting season. Several of the new fields are existing EPCRA requirements and the goal is to centralize the information for responders. Additional guidance is available at <https://www.ncdps.gov/north-carolina-hazardous-materials-tier-ii-state-fields-guide/open>.

Any options that depict an asterisk “\*” designates your ability to go into your file today and update your current record ahead of January 1, 2024. Not all the required information will apply to your facility.

**North Carolina State Field Changes:** North Carolina did not previously have content in their State Fields sections. Please advise the personnel responsible for filing your annual reports. The deadline for filing is March 1, 2024.

PLEASE ENSURE YOUR CONTACT AND CONTACTS FOR YOUR FACILITIES ARE UPDATED. **REMOVE DUPLICATE RECORDS. Remember you need to have, at least:\***

1. **Owner/Operator**
2. **Tier 2 Information Contact**
3. **Emergency Contacts**
4. **Facility Emergency Coordinator (EPCRA 302 and RMP facilities)**

Please make certain facilities have at minimum two emergency 24-Hour contacts and the phone numbers are for real people, not automated systems. We understand that one name COULD match all areas but, what if that person is not available and responders need to contact the facility, who is the backup or secondary contact?

**First Change in the Facility Information Section:**

**In the Location section of Facility records:**

1. **Address:** Please ensure that your facility’s address is displayed and entered properly, including City/Town, County, state, and zip code.
2. **“Fire District”** field must be completed. This is the first-responding fire department to your facility. If you are not certain, please contact your county agent. Follow this link to the Office of the State fire marshal to obtain the name of your fire department and its corresponding FDID (fire department Identification number): <https://www.ncosfm.gov/nc-fire-department-rescue-ems-directory-including-fdid>  
It should be added in the same field. i.e., fire department name, FDID.\*

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**Second Change: North Carolina added required information in the State Fields Section.**

**There are 15 new fields** along with extensive instructional text to the State Fields section. The first three (3) are:

1. **“Company Name”**
2. A custom North Carolina **“Facility Type”** drop-down list and,
3. **For EPCRA Section 302 Planners: Facility floor plans attached as a site plan.**  
If you have extremely hazardous substances on-site and are subject to 302 emergency planning requirements, attach a site plan of your facility (not an aerial photograph)\*
4. **The next four (4-7) are related to whether the facility is regulated under DHS CFATS, EPA RMP, OSHA PSM, and/or EPA TRI.** Filers can enter Yes/No/Unknown.
  - a. **The CFATS field is optional, and the other three are required.**

**The next three (8-10) are all related to RCRA regulations (If this designation applies to your facility)**

8. **The first is if the facility is regulated under RCRA.** It has the same No and Unknown choices as the other regulatory questions, but, **“Yes” answer is broken down into selecting Large, Small, or Very Small Quantity Generator.**

**The next two fields are conditionally required and are only enabled if the filer picks YES for LARGE or SMALL Quantity Generator in the RCRA regulatory question. These fields are:**

9. **“RCRA hazardous waste contingency plan and/or quick guide attached.”**
10. **“RCRA Site ID Number”** Please add the RCRA number, as it was assigned to your facility.

**The next three are *optional* fields:**

11. **“Name of Nearest Hazardous Materials Response Team”**
12. **“24-Hour Phone Number for Team”**
13. **“City Where Team is Located”**

Finally, there are two fields related to **DEREGISTRATION**.

14. **“Is your facility deregistered?”**  
**The choices are Yes/No. If the filer picks YES, then a second field becomes enabled and conditionally required for:**
15. **“Last Date All Hazardous Substances Were Onsite”**

**Third Change: Chemicals in Inventory: Additional information REQUIRED**

**On Chemical Inventory records,** North Carolina asks for three sets of interrelated questions in their State Fields section.

1. **“Frequency of Shipments”**

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2. **“Mode of Shipments”**, which is required UNLESS the filer picked “Not Shipped” for the first field.
3. “Mode of Shipments” is a check-all-that-apply question:
  - a. Highway
  - b. Rail
  - c. Ship or Barge
  - d. Other

The first two “modes” are for “Highway” and “Rail”. If the filer checks either of those, then related questions become enabled and required asking if the transportation containers are kept onsite at the facility for more than 48 hours.

**Additionally, in the Physical State & Amounts section, North Carolina is now requiring that the “Maximum Amount in Largest Container” field be completed; that field is optional on the federal Tier II form.**