Use this checklist to pre-audit your facility’s compliance with EPCRA – before EPA and state inspectors show up to assess your compliance status.

EPCRA Compliance Checklist

Under the Emergency Planning and Community Right-to-know Act (EPCRA), we have a duty to try and prevent accidental chemical releases and to warn federal, state and local emergency agencies if we do have a release.

The first step is preparedness planning

- Identify hazardous and extremely hazardous substances
- Identify transportation routes used to ship hazardous substances
- Determine if we store/use quantities that exceed Threshold Planning Quantities
- Notify state and local emergency agencies about our use of hazardous materials
- Identify neighborhoods that could be affected by a release
- Identify possible areas where accidental leaks or releases could occur
- Identify where emergency response equipment is located

If we have an accidental release

- Take appropriate emergency response actions
- Notify our on-site emergency response coordinator
- Determine how much was released and if the quantity exceeds the EPCRA Reportable Quantity thresholds for each chemical released
- Call emergency responders for help (911 or the fire department)
- Report the release within 15 minutes to federal, state and local emergency agencies
- Evacuate the area if necessary
- Recommend medical treatment for chemical exposure

After the release

- Determine what caused the release and how much was released
- Fix the problem and create plans to prevent a recurrence
- File follow-up report on the incident