EPA United States Environmental Protection Agency

TIER**2** SUBMIT

United States	Office of Solid Waste	EPA 550-F-04-007
Environmental Protection	and Emergency Response	October 2004
Agency	(5104A)	

FACTSHEET: Tier2 Submit 2004

What is Tier2 Submit 2004?

Tier2 Submit 2004 is the free personal computer software developed by EPA and NOAA for use by facilities in submitting Tier II reports for the 2004 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 2004:

- 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 CAMEOfm.
- replaces Tier2 Submit 2003.

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, 2002 and 2003 versions of Tier2 Submit.

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

Tier2 Submit 2004 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 2003 to report my facility's Tier II information last year. Do I need to download Tier2 Submit 2004?

Yes. Facilities must use Tier2 Submit 2004 to report Tier II information for the 2004 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 2003 data into Tier2 Submit 2004 by following the Facility Submission Guide (PDF) or by referring to the User's Manual within the application.

What is new in Tier2 Submit 2004?

Tier2 Submit 2004 has been updated with new state requirements, new functionality for importing multiple electronic submissions and enhanced chemical validation. 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 2004?

EPA will provide technical support for users of this new software, replacing technical support for Tier II for Windows. Call (301) 429-5018 or e-mail: userrmp.usersupport@csc.com

Where can a get a free copy of Tier2 Submit 2004?

Anyone may download Tier2 Submit 2004 from Office of Emergency Management's new website http://yosemite.epa.gov/oswer/ceppoweb.nsf/content/tier2.htm