

State of Delaware
Department of Natural Resources and Environmental Control (DNREC)
Accidental Release Prevention (ARP) Program



Virtual Workshop for ARP/Tier II Reporting System

- September 2022

What is ARP/Tier II Reporting System?

- DNREC created an online database for state's ARP Program users.
- Online database is called '[ARP/Tier II Reporting System](#)'.
- Opportunity to submit & periodically review/update RMP online.
- A platform to pay Annual ARP Fee online

✓ The online database is expected to improve the efficiency of the process and convenience for the facilities in their ARP reporting

Goals of The Workshop

- Understand **how to register as a 'User'**
- Review various **reporting options** and requirements
- Annual administrative reporting
 - ✓ Pay annual **ARP fee**
 - ✓ Review **RMP**

ARP: Accidental Release Prevention
RMP: Risk Management Plans

Important Messages

- Images shown in the presentation are from software under development.
 - ✓ URL may have the word “test” in the address
- It is a LIVE / OPERATIONAL database now.
 - ✓ Accurate URL will be provided at the end of training
- **New Users** will need to register for a user account at the end of this workshop.



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- Annual Administrative Report

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- Correction Report
- Resubmission Report
- Deregistration Report

4) Section 4: *Let's Take Action NOW*

- New User Registration
- Annual Admin Report
- ARP Fee Payment

Note:

It is recommended that each facility identifies a single point of contact for the ARP reporting system

New User Registration

September 2022

ARP/Tier II Reporting System – Registration Page



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System

You must register before using this Online Reporting System.



REGISTER

If you have previously registered, please proceed with Log In.

SYSTEM REQUIREMENTS

- You need to use Chrome 62 or higher, Edge 90 or higher, or Firefox 59 or higher. Using older versions may create problems.
- You will need Adobe Acrobat Reader to use this System. [Download the Adobe Reader.](#)
- You need to enable javascript and turn off the pop-up blocker in your browser.
- If you encounter any problem, contact your technology desk to verify whether you have these requirements.
- Cookies need to be enabled in your browser. It is enabled by default.

Log In

Username

Password

Log In

[Forgot Username?](#)

[Forgot Password?](#)

[Reset Password?](#)

ARP/Tier II Reporting System – New User Type



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System

New User Registration

What Type of User are you? *

Reporting Facility/Business l ▾

Cancel

Next

ARP/Tier II Reporting System – New User Registration



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System

New User Registration

User Account Details

Username*	Password *	Retype Password *
<input type="text" value="SubmitUser1"/>	<input type="password" value="....."/>	<input type="password" value="....."/>
Hint Question*	Hint Answer*	
<input type="text" value="What is your favorite hobby?"/>	<input type="text" value="Reading"/>	

User Contact

First Name*	Last Name*	Role*	
<input type="text" value="Eileen"/>	<input type="text" value="Butler"/>	<input type="text" value="Owner"/>	
Company Name *	<input type="text" value="ZZZ"/>		
Street 1*	Street 2		
<input type="text" value="7 Main Street"/>	<input type="text"/>		
City*	State*	Zip Code*	Country*
<input type="text" value="Newark"/>	<input type="text" value="Delaware"/>	<input type="text" value="19711-"/>	<input type="text" value="United States"/>
Email*	Retype Email*	Phone*	
<input type="text" value="Eileen.Butler@delaware.gov"/>	<input type="text" value="Eileen.Butler@delaware.gov"/>	<input type="text" value="302-395-2520 x_____"/>	

ARP/Tier II Reporting System – Program Access

Access to Programs

Programs*

EPCRA (Tier II, 302, 311)

Add

Remove

Accidental Release Prevention (ARP)

To get approved for the Accidental Release Prevention (ARP) Program, create a letter on company letterhead and send it to the ARP program. [Click here to get a sample of the letter format.](#)

Please enter the characters as shown *

9 F D F E

9FDFF

Cancel

Back

Submit



ARP/Tier II Reporting System – Company Letter

[Date]

Accidental Release Prevention Program
Division of Waste & Hazardous Substances
DNREC
391 Lukens Drive
New Castle, DE 19720

To Administrator,

I, _____, plant manager/operator verify that Registered Person Name: _____ is a facility point of contact at Company Name: _____ and is permitted to enter Extremely Hazardous Substance information according to 7 Del. C., Ch. 77, and as per the chemical lists found in Administrative Code 1201, Accidental Release Prevention Regulation, on behalf of the company.

Sincerely,

Signature:

Printed Name:

Contact Phone/Email:

ARP/Tier II Reporting System – Message

Information ×

Your registration information has been sent to the Administrator for approval. You will be contacted by email when your account is approved.

Ok

ARP/Tier II Reporting System – ARP Email Acknowledgment for Account Registration

New 'Submit User' User Account Registered - Delaware ARP/Tier II Reporting System



DNREC_WHS_ARP_Mail@delaware.gov

Mon 7/11/2022 4:19 PM

To: Butler, Eileen M. (DNREC)



This is an Automated Message from the Delaware ARP/Tier II Reporting System.
A new user was registered on 7/11/2022 4:18:43 PM with Username: EMWfacuser
The following information was registered:

Company Name : ZZZ
First Name: Eileen
Last Name: Walsh
Address: 7 Main Street, Newark, Delaware 19711
Telephone: 3023952520
Email: Eileen.Butler@delaware.gov
Programs Requested: ARP

The Administrator will contact you by email when your User Account has been activated.

ARP/Tier II Reporting System – ARP Email Acknowledgment for Account Registration

To get approved for the Accidental Release Prevention (ARP) Program, create a letter on company letterhead and send it to the ARP program using the below format.

Date:

Accidental Release Prevention Program
Division of Waste Hazardous Substances
DNREC
391 Lukens Drive
New Castle, DE 19720

To Administrator,

I, _____, the plant manager/operator verify that Registered

Person Name: _____

is a facility point of contact for Facility Name:

_____ located at Facility Address:

_____ and is permitted to enter EHS information on the company's behalf. I request you to approve the User Account Registration.

Sincerely,

ARP/Tier II Reporting System – ARP Email Confirmation for Approval of Account

New 'Submit User' User Account Approved - Delaware ARP/Tier II Reporting System.



DNREC_WHS_ARP_Mail@delaware.gov

Mon 7/11/2022 4:21 PM

To: Butler, Eileen M. (DNREC)



This is an Automated Message from the Delaware ARP/Tier II Reporting System.

Your User Account for Username: EMWfacuser has been approved as of 7/11/2022 4:20:37 PM.

You can now log in to the Delaware ARP/Tier II Reporting System with your Username and Password.

If you have requested access to additional Programs, you will be notified when your access is reviewed.

Please keep this information for future reference!

 Reply

 Forward

ARP/Tier II Reporting System – Program Access

Program Access changed for User Account - Delaware ARP/Tier II Reporting System.



DNREC_WHS_ARP_Mail@delaware.gov

Mon 7/11/2022 4:21 PM

To: Butler, Eileen M. (DNREC)



This is an Automated Message from the Delaware ARP/Tier II Reporting System.
Username: EMWfacuser now has access to the following Programs: Accidental Release Prevention (ARP).
Please keep this information for future reference!

 Reply

 Forward

Annual Administrative Report Submission

September 2022

ARP/Tier II Reporting System – Logging In



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System

You must register before using this Online Reporting System.

[REGISTER](#)

If you have previously registered, please proceed with Log In.

SYSTEM REQUIREMENTS

- You need to use Chrome 62 or higher, Edge 90 or higher, or Firefox 59 or higher. Using older versions may create problems.
- You will need Adobe Acrobat Reader to use this System. [Download the Adobe Reader.](#)
- You need to enable javascript and turn off the pop-up blocker in your browser.
- If you encounter any problem, contact your technology desk to verify whether you have these requirements.
- Cookies need to be enabled in your browser. It is enabled by default.

Log In

Username

EMWfacuser

Password

.....

[Log In](#)

[Forgot Username?](#)

[Forgot Password?](#)

[Reset Password?](#)

ARP/Tier II Reporting System - Facility User Homepage



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 10:38 AM

Submit User Log Out



- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

Introduction and Guidance

Please click here to access the Training materials. Before starting a submission, please watch or read the materials thoroughly to understand both the requirements and the online reporting process.

Important Notice:

Users should avoid using the back and forward arrows in the top corner of the Windows. Instead use the Back, Cancel, or Proceed buttons on the bottom of pages. To log out, users **MUST** click on the "Log Out" link in the screen header. Users should NOT click on the red "X" in the top right corner of the window. Please be aware that if the program sits idle for a period of time a warning box will appear telling you that the system will automatically log you off and any data entered and not saved will be lost if you do not proceed with adding data. To prevent this from happening, please ensure you have all the necessary data for your reports gathered and available to you before you begin the reporting process.

EPCRA Program

Please refer to the reporting instructions noted above for guidance on the required data. Please ensure that you have the following before beginning (this is a summary...see the instructions for full information):

1. Phone numbers for 3 emergency contacts, including their work phone and 24 hour phone numbers.
2. Owner/Operator address and phone number.
3. Compliance contact address, phone number, and e-mail address.
4. All chemical information for the facility, including: CAS number; chemical name; average daily amounts (lbs); maximum daily amounts(lbs); physical and health hazards; storage container types; and storage locations at each site.

Continue

Facility Status Summary

	Active	Inactive
Facility	1	0

ARP Inspection Correspondence



ARP/Tier II Reporting System - Facility User Homepage

2. **Fees are due on or before the deadline**, along with the reports. Submissions are not considered complete until any associated fee payments have been received.
3. **Late fee charges will automatically be added** to invoices through the system for payments completed after the report due date, as authorized by Delaware statute. If you will need information from your accounting department in order to make your fee payment, please keep the timing in mind in order to avoid late fee charges.
4. **Combined Invoice capability.** For those who may be reporting for multiple facilities, and want to pay one combined invoice for all of them, please contact the EPRCA Reporting Program initially, so that this capability can be assigned for you.

Click the link near the top of this page for more detailed instructions for New and Existing businesses.

Please Note: TIER II MANAGER™ is a "live" system. Changes to annual chemical inventories can be made at any time throughout the year. The system also accepts 302 and 311 reports. If you have any questions throughout the year, EPCRA staff is available to answer your questions at 302-739-9405.

IMPORTANT: You must submit a 2021 ANNUAL to complete your submission for this year! (Submitting a 2022 UPDATE does not meet the requirement).

Accidental Release Prevention (ARP) Program

Please refer to the reporting instructions noted above for guidance on the required data. Please ensure that you have the following before beginning (this is a summary...see the instructions for full information):

1. Phone numbers for facility and owner/operator contacts, including their work phone and 24-hour phone numbers.
2. Owner/Operator address and phone number.
3. RMP Implementor and Emergency Contact phone number and e-mail addresses.
4. All chemical information for the facility, including: CAS number, chemical name, and maximum daily amounts (lbs).
5. A copy of the facility Risk Management Plan

Concerning Fee Payments (for those subject to fees):

1. **All payments must be completed online.** If not paying by credit card, check payments must be entered as electronic check payments. Please see the instructions for more detail.
2. **Fees are due on or before the deadline** as part of submitting the Annual Administrative Report. The Annual Administrative Report is not considered complete until the ARP Annual Fee payment has been received.

ARP/Tier II Reporting System – List Facilities Page



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/12/2022, 12:51 PM

Submit User Log Out

Home Facilities My Account ARP Billing Resources ARP Inspections

Active Facilities

The following facilities are registered under this username. You can update information and submit reports by clicking on the Facility/Site Name.

Back ▾ All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z Other [Add New Facility](#) 🔍

Facility ID	Company Name	Facility/Site Name	Facility Address	County	Facility Status	City	LEPC	Fire Department	ARP Status	312 Status	302 Status	Latest Tier II Report	Active Username
Facility ID	Company Name	Facility/Site Name	Facility Add	All ▾		City	LEPC	Fire Department	All ▾	All ▾	All ▾		
3617	ZZZ	Test Site 3 (ID: 3617)	7 Main street, Newark, DE 19711	New Castle	Active	Newark	New Castle County	Newark, Aetna Hose Hook & Ladder	Inactive	Unknown	Unknown		EMWfacuser

Total Results:1 Rows per page 10 ▾



ARP/Tier II Reporting System –Facility Report Page



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 10:38 AM

Submit User Log Out

- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

[Back](#) List Submissions

To create and submit a new report, click on the "Add a New Submission" button. To continue work on a previously started submission, click on the name of the report in the list. To view a previously reviewed or submitted report, click on the icon under the "View" column next to the report.

Test Site 3 (Facility ID: 3617)

7 Main street, Newark, DE 19711, United States
Status: Active Type: Facility

Reports

[Add a New Submission](#)

Tier II Report (312 Annual Report)

Report ID	Report	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
-----------	--------	--------	-----------	-------------	-----------------	----------------------	---------------------------	------

No items to be listed

302 Report (Emergency Planning Notification, for EHS Equal to or Exceeds TPQ, within 60 days)

Report ID	Report (Click to Edit Reports)	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
-----------	--------------------------------	--------	-----------	-------------	-----------------	----------------------	---------------------------	------

ARP/Tier II Reporting System – Start a New Report

← → ↻ tierii.test.dnrec.delaware.gov/Submission/StartReport.aspx?t2nq=AhQ1uvawFm135YcQ4b6JcCoYoGfiMkTv7J/TYtT/5bs= ☆ ☆ ⚙ □ 👤 ⋮

★ Bookmarks LU.S.T.Line Archive... eCFR — Code of Fe... Delaware Environm... de. The News Journal [... New Castle County,... State of Delaware -... State of Delaware -...

 **ARP/EPCRA Reporting Program**
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021
Welcome Eileen, ZZZ Last Login: 07/07/2022, 02:35 PM
Submit User Log Out

Home Facilities My Account ARP Billing Resources ARP Inspections

Start a New Report

Test Site (Facility ID: 3615)

7 Main street, Newark, DE 19711, United States
Contact: 302-555-9999
Type: Facility

Choose a Report Type (click on button next to selection)

DE RMP Registration
Facilities with stationary sources that manufacture, use, store or otherwise handle certain extremely hazardous substances onsite covered by the State of Delaware's Title 7, Ch. 77 Extremely Hazardous Substances Risk Management Act and associated Administrative Code 1201 Accidental Release Prevention Regulation requirements must develop and submit a Risk Management Plan (RMP) generally describing their risk management program activities to prevent accidental releases of such extremely hazardous substances into the atmosphere and reduce their potential impact on the public and the environment. The RMP rule requires sources to update and re-submit their RMPs at least every five years or sooner if any of the changes specified in the regulations occur.

Choose a Report Class (click on button next to selection)

Annual Administrative Update
An Administrative update is required annually, however, the user will not be required to submit a new RMP. The information submitted will focus on contact information as well as the amount of EHS on site and will be used for annual fee purposes.

ARP/Tier II Reporting System – Annual Administrative Update Report

Choose a Report Class (click on button next to selection)

Annual Administrative Update

An Administrative update is required annually, however, the user will not be required to submit a new RMP. The information submitted will focus on contact information as well as the amount of EHS on site and will be used for annual fee purposes.

Regulatory Update

A Regulatory update is required by a regulated facility (prior to a resubmission) should there be a change in emergency contact information, a change in quantity of EHS, a change in process or a change in the worst case. The user will be required to upload an updated RMP.

Resubmission

A Resubmission is an update of all sections of the RMP. If you are the owner or operator of a RMP-covered facility, the State of Delaware's Title 7, Ch. 77 Extremely Hazardous Substances Risk Management Act and associated Administrative Code 1201 Accidental Release Prevention Regulation require that the facility fully update and resubmit its RMP at least once every five years. Resubmitting the RMP will re-set the facility's five-year anniversary date.

Correction

A Correction should be used to report administrative or other changes at the facility (e.g., changes in emergency contact information, facility address, or change in accident history). This does not require an update of the entire RMP. Submitting a corrected RMP does not change the facility's five-year anniversary date. If the facility has not resubmitted a RMP by its anniversary date, the user will not be able to make a RMP Correction and will be required to resubmit the facility's RMP.

Deregistration

Changes may occur at the facility that make it no longer subject to the RMP regulations (e.g., source replaced the regulated substances in the process with unregulated substances; source reduced inventory of all regulated substances below Threshold Quantities; source no longer uses any regulated substance; source terminated operations). If the facility is no longer covered by a RMP, the facility must de-register from the Program by submitting a letter signed by the owner or operator to the ARP Program within six months and include the effective date of the de-registration (the date on which the facility was no longer covered by the State of Delaware's Title 7, Ch. 77 Extremely Hazardous Substances Risk Management Act and associated Administrative Code 1201 Accidental Release Prevention Regulation).



ARP/Tier II Reporting System – Annual Admin Update Report



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021
Welcome Eileen, ZZZ Last Login: 07/15/2022, 08:59 AM
Submit User Log Out

Home Facilities My Account ARP Billing Resources ARP Inspections

[Back](#) Edit DE RMP Registration Report Homepage for **Test Site 4 (ID: 3618)** [List Submissions](#)

Step 1 ✓ Step 2 ✓ Step 3 ✓ Step 4 ✓ Step 5 ⚠ **0 Report Notes**

Report [Print Report](#)

2022 Annual Admin Update DE RMP Registration(Test Site 4) - 44736

Submission Status : Initiated **Status Date : 7/15/2022**
Last Updated : 7/15/2022 **Submission Type : Online**
Submitter Username : Eileen Walsh [EMWfacuser]

Step 1: Facility Information [Edit](#)

Facility ID	3618	LEPC	New Castle County
Facility/Site Name	...	LEPC/ID	...

ARP/Tier II Reporting System – Facility Information

Step 1 ✓ Step 2 ✓ Step 3 ✓ Step 4 ✓ Step 5 ⚠

0 Report Notes

Step 1: Facility Information Edit

Facility ID	3615	LEPC	New Castle County
Facility/Site Name	Test Site	Lat/Long	39.683,-75.7533
Company Name	ZZZ	Maximum Number of Occupants at one time	5
ARP ID		Facility Type	Facility
Facility Status	Active	Nature of Business	Bulk Propane
Inactive Reasons		NAICS	424710
Inactive as Of		SIC Code	
Physical Location	7 Main street, Newark, DE 19711, United States	Dun & Brad No	N/A
County	New Castle	RMP Registration Type	
Development/Industrial Park		RMP Registration Expiration Date	7/7/2027
Fire District	Newark, Aetna Hose Hook & Ladder	Subject To ARP	Unknown
Site Phone	3025559999	Effective Deregistration Date	
Manned	Yes	Effective Decommission Date	
Owner/Operator	Carol Lumbar, 7 Main Street, Newark, DE 19711-, United States		

Step 2: Chemical Inventory for Chemicals Onsite from Jan 1, 2021 - Dec 31, 2021 Total: 1

26

ARP/Tier II Reporting System – Chemical Inventory and Contact Information

Step 1 Step 2 Step 3 Step 4 Step 5

0 Report Notes

Step 2: Chemical Inventory for Chemicals Onsite from Jan 1, 2021 - Dec 31, 2021 Total: 1

If you want to modify chemicals, you need to submit changes as a REGULATORY UPDATE. First you need to cancel this report by clicking on the Cancel Report link on the far bottom left. Then, click on Add a New Submission button and select Regulatory Update.

CAS No	Chemical Name	Regulation	TQ / SQ	Max Intended Inv Amt	Amount Unit	Exceeds TQ/SQ	Is Valid
7664-41-7	Ammonia (anhydrous)	Section 5 Chem	10000	60000	lbs	Yes	

Total Results: 1 Rows per page 25

Step 3: Report Contacts Number of Emergency Contacts: 2

Facility and Owner/Operator Contacts

Name	Contact Type	Phone	24 Hr Phone	Email
Facility	Direct Site Communication	302-555-9999		
Carol Lumbar	Owner/Operator	302-555-9999		Eileen.Butler@delaware.gov

Compliance/Emergency Contacts

Name	Title	Contact Type	Phone	24 Hr Phone	Email	Delete	Is Valid
John Smith	PSM Coordinator	RMP Implementor	302-555-9999	302-555-9999	Eileen.Butler@delaware.gov		

ARP/Tier II Reporting System – Annual Admin Update

Step 1 ✓ Step 2 ✓ Step 3 ✓ Step 4 ✓ Step 5 ⚠ 0 Report Notes

Step 4: Attachments Edit

If you want to modify the RMP Attachment, you need to submit changes as a REGULATORY UPDATE. First you need to cancel this report by clicking on the Cancel Report link on the far bottom left. Then, click on Add a New Submission button and select Regulatory Update.

Does the facility maintain a flammable substance used as a fuel at the facility or held for sale as fuel at Retail Facilities? No

Description	File	File Type
RMP Attachment		

Step 5: Submit Report You are almost done! Click here to Submit your Report.

IMPORTANT NOTICE
Once you click on the "Submit Report" button, you will not be able to exit the process mid-stream without completing the submission process.

As such, you will need to be ready as follows:

- **If you want to make any final changes to the above info, click edit for the section you want to change. If you have questions, contact DNREC_WHS_ARP_Mail@delaware.gov**
- The submission process will include payment of any fees due. All payments must be made online. You will need either a credit card, or you can pay online by check by simply entering check/account numbers (often referred to as an electronic check (E-check), or Automated Clearing House (ACH) payment).
- You will be able to print an invoice once you start the submission process, at which point the fees are formally calculated.
- You will also need the name and title of the person designated as certifying the information in this report.

If you need time to accumulate this info, you can stop at this point in your report, and log out of the system. When you return, simply click on this facility, and then the name of this report in your List Submissions screen, and complete the submittal process. If you are ready, click on "Submit Report" to complete the submission process.

[Submit Report](#)



ARP/Tier II Reporting System – Certify Report

- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

View Fee Summary

Test Site 3 (Facility ID: 3617)

2022 DE RMP Registration Annual Admin Update

7 Main street, Newark, DE 19711, United States
Contact: 302-555-9999
Type: Facility

The Invoice Amount is calculated based on the facility's Risk Management Plan chemical inventory. Payment of the complete invoice amount is required. Additional annual fees may come due if additional chemical inventory is added at the facility prior to December 31.

Billing rules: A unit is calculated by the maximum intended inventory amount divided by Threshold Quantity (TQ) or Sufficient Quantity (SQ).

Unit Fee Cap is capped at a total of \$7,975.

Less than 1 unit has no fee. The first whole unit is \$500. Any additional units are billed at \$25 per unit, capping additional units at 299. Bulk Propane and Ammonium Nitrate are billed as a single whole unit at \$500 for each substance.



Item	TQ/SQ	Max Intended Inv Amt (lbs)	Exceed TQ/SQ	Units	Billed Units	First Unit Amt	Addl. Units Amt	Total Amt
Propane (CAS 74-98-6)	2700	200,000.00	Yes	74	1	500.00	0.00	500.00



Total Due Amount : \$500

Pay Now

ARP/Tier II Reporting System – Payment of ARP Fee



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021
Welcome Eileen, ZZZ Last Login: 07/13/2022, 10:38 AM
Submit User Log Out

Home Facilities My Account **ARP Billing** Resources ARP Inspections

Please do not click on the browser Back button.

Please print your Invoice by clicking [here](#)



Make a Payment

Invoice Amount: \$500

Select payment method *

Online Payment-Credit Card/ACH - You will need either a credit card, or you can pay online by check by simply entering check/account numbers (often referred to as an electronic check (E-check), or Automated Clearing House (ACH) payment).

[Continue](#)

ARP/Tier II Reporting System – ARP Fee Invoice



**State of Delaware - TEST
DATABASE**
ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic
Services Section
Div. Waste & Hazardous Substances
DNREC

Invoice

Invoice#: **27955**

Facility ID: **3617**

Date: **07/13/2022**

Facility Name: **Test Site 3**

Due Date: **05/01/2022**

Report Year: **2022**

Attn:

Facility Address: **7 Main street,
Newark, DE 19711**

Item	TQ/SQ	Max Intended Inv Amt (lbs)	Exceed TQ/SQ	Units	Billed Units	Amount
Propane (CAS 74-98-6)	2700	200000	Yes	74	1	\$500.00
Sub Total						\$500.00
Invoice Amount						\$500.00

Notes : Fees to be paid as part of Annual Admin Update of ARP Report.

ARP/Tier II Reporting System – Confirmation



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 10:38 AM

Submit User Log Out

[Home](#) [Facilities](#) [My Account](#) [ARP Billing](#) [Resources](#) [ARP Inspections](#)

Please do not click on the browser Back button.

Please print your Invoice by clicking [here](#)

Confirm Payment Details

Amount : \$500

Payment Method: Online Payment - by Credit Card, or electronically by check (E-check/ACH)

You will be leaving the Delaware ARP/Tier II Reporting System to the online payment provider to make your payment. You must return to the Delaware ARP/Tier II Reporting System to certify your report after completing your online payment. Otherwise, your report is considered INCOMPLETE.

[Continue](#)



ARP/Tier II Reporting System – Payment Method



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System

Payments

Select Payment Method

Please Choose the Method of Payment

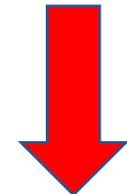
Pay by Credit or Debit Card



Pay by Personal Check



Pay by Corporate Check



Make a Payment

ARP/Tier II Reporting System – Payment

Payments

Payment Information

Cardholder's Name* ?

PleaseComplete PleaseComplete

Card Number* ?



Card Security Code* ?

Expiration Date* ?

MM

YYYY

Address Line 1* ?

PleaseComplete

Address Line 2 ?

Country*

United States

ZIP Code* ?

PleaseComp

City ?

PleaseComplete

State ?

--Select One--

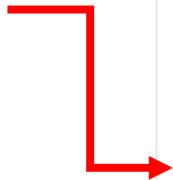
Receipt Email Address ?

Bill/Invoice Information

Amount ?

\$ 500.00

Bill/Invoice Details



ARP/Tier II Reporting System – Confirm Payment

Payments

Payment Confirmation

Payment Information

Cardholder's Name: PleaseComplete PleaseComplete
Card Type: 
Card Number: *****1111
Card Security Code: ****
Expiration Date: 11/2023
Address Line 1: PleaseComplete
Country: United States
City: PleaseComplete
ZIP Code: PleaseComp
Email Address: Eileen.Butler@delaware.gov

Bill/Invoice Information

Amount: \$500.00



ARP/Tier II Reporting System – Annual Admin Update Report Submission



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 10:38 AM
Submit User Log Out

- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

Online Transaction Details

Please print this screen for future reference.

Base Amount:	\$ 500.00
Date:	7/13/2022 10:56:51 AM

The reference number for this payment is : 6ea897b5912202197ca84076dee44ceb

PLEASE CLICK 'Continue with Submission' BUTTON TO COMPLETE REPORT CERTIFICATION.

- Back To Report
- Continue with Submission



ARP/Tier II Reporting System – Certify Report

- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

Certify Report

Test Site 3 (Facility ID: 3617)

2022 DE RMP Registration Annual Admin Update

7 Main street, Newark, DE 19711, United States
Contact: 302-555-9999
Type: Facility

I certify under penalty of law that I have personally examined and am familiar with the information, and that based on my inquiry of those individuals responsible for obtaining the information, I believe that the submitted information is true, accurate and complete.

I understand that I am officially submitting this report and associated information to authorities. I also understand that once the submission is completed it will become an official archive for authorities.

Please preview the DE RMP Registration before Submission

Name of Owner/Operator or Authorized Representative *	Official Title *
<input type="text"/>	<input type="text"/>

Telephone Number *	Date *
<input type="text"/>	<input type="text" value="07/13/2022"/> 

Before clicking "submit", user must check the acknowledgement statement above.

Submit

ARP/Tier II Reporting System – Successful Submission



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 10:38 AM

[Submit User](#) [Log Out](#)

[Home](#)

[Facilities](#)

[My Account](#)

[ARP Billing](#)

[Resources](#)

[ARP Inspections](#)

Test Site 3 (Facility ID: 3617)



Certification Details edited successfully.

[2022 DE RMP Registration Annual Admin Update](#)

7 Main street, Newark, DE 19711, United States

Contact: 302-555-9999

Type: Facility

You have successfully finished the Submission. A Confirmation Email will be sent to the Compliance Contact identified within your report. Please print a copy of the confirmation e-mail, along with the submission, and maintain for your records.

For questions, please contact the ARP Program at 302-395-2500 or DNREC_WHS_ARP_Mail@delaware.gov.

Select an option below to proceed.

[Print Report](#)

[List Submissions](#)

[List Facilities](#)

ARP/Tier II Reporting System – Payment Email Receipt

Payment Receipt: Accidental Release Program (ARP) Test

 noreply@velocitypayment.com
To  Butler, Eileen M. (DNREC)

[↩ Reply](#) [↩ Reply All](#) [→ Forward](#) [⋮](#)

Wed 7/13/2022 10:57 AM

Successful Payment Receipt

Please print this receipt for your records

Remittance ID: 13992

Received: July 13, 2022 10:56AM EDT

Amount: \$500.00

Transaction Type: Authorization and Capture

Approval Code: 517469512

Card Information: Visa

PleaseComplete PleaseComplete
*****1111

Billing information: Address Line 1: PleaseComplete

Country: United States

City: PleaseComplete

ZIP Code: Pleas

The information contained herein (or in any attachment) is privileged and confidential and intended only for the recipient listed above. If you are not the intended recipient, please advise the sender immediately by reply e-mail and delete this message and any attachments without retaining a copy. Review, re-transmission, dissemination or other use of, or action taken in reliance upon, this information by persons or entities other than the intended recipient is prohibited. While reasonable efforts have been made to ensure that attachments are virus-free, it is the recipient's sole responsibility to scan all

ARP/Tier II Reporting System – Annual Admin Update Email for Report Submission

The screenshot shows an Outlook window with the following details:

- Title Bar:** Test Site 3 (Facility ID :3617) 2022 ARP Annual Admin Update Submission Submitted...
- Menu Bar:** File, Message, Help, Tell me what you want to do
- Message Header:** Test Site 3 (Facility ID :3617) 2022 ARP Annual Admin Update Submission Submitted - Delaware...
- Sender:** DNREC_WHS_ARP_Mail@delaware.gov (Profile picture: D)
- To:** Butler, Eileen M. (DNREC)
- Time:** Wed 7/13/2022 11:02 AM
- Buttons:** Reply, Reply All, Forward, More options (three dots)
- Body Text:**

This is an automated message from the Delaware ARP/Tier II Reporting System.

At 7/13/2022 11:01:07 AM, the following activity took place: 2022 ARP Annual Admin Update Submission Submitted.

The action was done by username: EMWfacuser for Test Site 3, Facility ID : 3617 located at 7 Main street, Newark, DE 19711.

The DE RMP Registration Submission ID is 44728.

ARP/Tier II Reporting System

Questions???



Regulatory Report Submission

September 2022

ARP/Tier II Reporting System – Regulatory Report



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021
Welcome Eileen, ZZZ Last Login: 07/13/2022, 10:38 AM
Submit User Log Out

[Home](#) [Facilities](#) [My Account](#) [ARP Billing](#) [Resources](#) [ARP Inspections](#)

Introduction and Guidance

Please click here to access the Training materials. Before starting a submission, please watch or read the materials thoroughly to understand both the requirements and the online reporting process.

Important Notice:
Users should avoid using the back and forward arrows in the top corner of the Windows. Instead use the Back, Cancel, or Proceed buttons on the bottom of pages. To log out, users **MUST** click on the "Log Out" link in the screen header. Users should NOT click on the red "X" in the top right corner of the window. Please be aware that if the program sits idle for a period of time a warning box will appear telling you that the system will automatically log you off and any data entered and not saved will be lost if you do not proceed with adding data. To prevent this from happening, please ensure you have all the necessary data for your reports gathered and available to you before you begin the reporting process.

EPCRA Program

Please refer to the reporting instructions noted above for guidance on the required data. Please ensure that you have the following before beginning (this is a summary...see the instructions for full information):

1. Phone numbers for 3 emergency contacts, including their work phone and 24 hour phone numbers.
2. Owner/Operator address and phone number.
3. Compliance contact address, phone number, and e-mail address.
4. All chemical information for the facility, including: CAS number; chemical name; average daily amounts (lbs); maximum daily amounts(lbs); physical and health hazards; storage container types; and storage locations at each site.

[Continue](#)

Facility Status Summary

	Active	Inactive
Facility	1	0



[ARP Inspection Correspondence](#)

ARP/Tier II Reporting System – Active Facilities Page



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/12/2022, 12:51 PM

Submit User Log Out

- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

Active Facilities

The following facilities are registered under this username. You can update information and submit reports by clicking on the Facility/Site Name.

Back ▾ All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z Other Add New Facility 🔍

Facility ID	Company Name	Facility/Site Name	Facility Address	County	Facility Status	City	LEPC	Fire Department	ARP Status	312 Status	302 Status	Latest Tier II Report	Active Username
Facility ID	Company Name	Facility/Site Name	Facility Address	All ▾		City	LEPC	Fire Department	All ▾	All ▾	All ▾		
3617	ZZZ	Test Site 3 (ID: 3617)	7 Main street, Newark, DE 19711	New Castle	Active	Newark	New Castle County	Newark, Aetna Hose Hook & Ladder	Inactive	Unknown	Unknown		EMWfacuser

Total Results: 1 Rows per page 10 ▾

ARP/Tier II Reporting System – Add a New Report



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021
Welcome Eileen, ZZZ Last Login: 07/13/2022, 10:38 AM
Submit User Log Out

[Home](#) [Facilities](#) [My Account](#) [ARP Billing](#) [Resources](#) [ARP Inspections](#)

[Back](#) **List Submissions**

To create and submit a new report, click on the "Add a New Submission" button. To continue work on a previously started submission, click on the name of the report in the list. To view a previously reviewed or submitted report, click on the icon under the "View" column next to the report.

Test Site 3 (Facility ID: 3617)
7 Main street, Newark, DE 19711, United States
Status: Active Type: Facility

Reports [Add a New Submission](#)

Tier II Report (312 Annual Report)

Report ID	Report	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
No items to be listed								

302 Report (Emergency Planning Notification, for EHS Equal to or Exceeds TPQ, within 60 days)

Report ID	Report (Click to Edit Reports)	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
-----------	--------------------------------	--------	-----------	-------------	-----------------	----------------------	---------------------------	------



ARP/Tier II Reporting System – Regulatory Update

[Home](#)[Facilities](#)[My Account](#)[ARP Billing](#)[Resources](#)[ARP Inspections](#)

Start a New Report

New Castle (Facility ID: 3619)

7 Main street, Newark, DE 19711, United States
Contact: 302-999-5555
Type: Facility

Choose a Report Type (click on button next to selection)

DE RMP Registration

Facilities with stationary sources that manufacture, use, store or otherwise handle certain extremely hazardous substances onsite covered by the State of Delaware's Title 7, Ch. 77 Extremely Hazardous Substances Risk Management Act and associated Administrative Code 1201 Accidental Release Prevention Regulation requirements must develop and submit a Risk Management Plan (RMP) generally describing their risk management program activities to prevent accidental releases of such extremely hazardous substances into the atmosphere and reduce their potential impact on the public and the environment. The RMP rule requires sources to update and re-submit their RMPs at least every five years or sooner if any of the changes specified in the regulations occur.

Choose a Report Class (click on button next to selection)

Annual Administrative Update

An Administrative update is required annually, however, the user will not be required to submit a new RMP. The information submitted will focus on contact information as well as the amount of EHS on site and will be used for annual fee purposes.

Regulatory Update

A Regulatory update is required by a regulated facility (prior to a resubmission) should there be a change in accident history, a change in quantity of EHS, a change in process or a change in the worst case. The user will be required to upload an updated RMP.

ARP/Tier II Reporting System – Report Page

Annual Administrative Update

An Administrative update is required annually, however, the user will not be required to submit a new RMP. The information submitted will focus on contact information as well as the amount of EHS on site and will be used for annual fee purposes.

Regulatory Update

A Regulatory update is required by a regulated facility (prior to a resubmission) should there be a change in accident history, a change in quantity of EHS, a change in process or a change in the worst case. The user will be required to upload an updated RMP.

Resubmission

A Resubmission is an update of all sections of the RMP. If you are the owner or operator of a RMP-covered facility, the State of Delaware's Title 7, Ch. 77 Extremely Hazardous Substances Risk Management Act and associated Administrative Code 1201 Accidental Release Prevention Regulation require that the facility fully update and resubmit its RMP at least once every five years. Resubmitting the RMP will re-set the facility's five-year anniversary date.

Correction

A Correction should be used to report administrative or other changes at the facility (e.g., changes in emergency contact information, facility address). This does not require an update of the entire RMP. Submitting a corrected RMP does not change the facility's five-year anniversary date. If the facility has not resubmitted a RMP by its anniversary date, the user will not be able to make a RMP Correction and will be required to resubmit the facility's RMP.

Deregistration

Changes may occur at the facility that make it no longer subject to the RMP regulations (e.g., source replaced the regulated substances in the process with unregulated substances; source reduced inventory of all regulated substances below Threshold Quantities; source no longer uses any regulated substance; source terminated operations). If the facility is no longer covered by a RMP, the facility must de-register from the Program by submitting a letter signed by the owner or operator to the ARP Program within six months and include the effective date of the de-registration (the date on which the facility was no longer covered by the State of Delaware's Title 7, Ch. 77 Extremely Hazardous Substances Risk Management Act and associated Administrative Code 1201 Accidental Release Prevention Regulation).

ARP/Tier II Reporting System – Regulatory Update

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021
Welcome Eileen, ZZZ Last Login: 07/13/2022, 12:22 PM
Submit User Log Out

ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Home Facilities My Account ARP Billing Resources ARP Inspections

Tip Complete each step with a to submit your report.

Edit DE RMP Registration Site 3 (ID: 3617) [List Submissions](#)

Step 1 Step 2 Step 3 Step 4 Step 5 **0 Report Notes**

Report [Print Report](#)

2022 Regulatory Update DE RMP Registration(Test Site 3) - 44729

Submission Status : Initiated **Status Date :** 7/13/2022
Last Updated : 7/13/2022 **Submission Type :** Online
Submitter Username : Eileen Walsh [EMWfacuser]

Step 1: Facility Information [Edit](#)

Facility ID	3617	LEPC	New Castle County
--------------------	------	-------------	-------------------

ARP/Tier II Reporting System – Regulatory Update



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 12:22 PM

Submit User Log Out

- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

[Back](#)

Edit DE RMP Registration Report Homepage for Test Site 3 (ID: 3617)

[List Submissions](#)

Step 1 Step 2 Step 3 Step 4 Step 5

0 Report Notes

Report

[Print Report](#)

2022 Regulatory Update DE RMP Registration(Test Site 3) - 44729

Submission Status : Initiated

Status Date : 7/13/2022

Last Updated : 7/13/2022

Submission Type : Online

Submitter Username : Eileen Walsh [EMWfacuser]



Step 1: Facility Information

[Edit](#)

Facility ID

3617

LEPC

New Castle County

ARP/Tier II Reporting System – Regulatory Update

— Step 1: Facility Information Edit

Facility ID	3617	LEPC	New Castle County
Facility/Site Name	Test Site 3	Lat/Long	39.683,-75.7533
Company Name	ZZZ	Maximum Number of Occupants at one time	5
ARP ID		Facility Type	Facility
Facility Status	Active	Nature of Business	Bulk Propane
Inactive Reasons		NAICS	424710
Inactive as Of		SIC Code	
Physical Location	7 Main street, Newark, DE 19711, United States	Dun & Brad No	N/A
County	New Castle	RMP Registration Type	
Development/Industrial Park		RMP Registration Expiration Date	7/13/2027
Fire District	Newark, Aetna Hose Hook & Ladder	Subject To ARP	Unknown
Site Phone	3025559999	Effective Deregistration Date	
Manned	Yes	Effective Decommission Date	
Owner/Operator	Chuck Connors, 7 Main Street, Newark, DE 19711-, United States		

— Step 2: Chemical Inventory for Chemicals Onsite from Jan 1, 2021 - Dec 31, 2021 Total: 1 Add Chemicals

ARP/Tier II Reporting System – Regulatory Update

— Step 2: Chemical Inventory for Chemicals Onsite from Jan 1, 2021 - Dec 31, 2021 Total: 1 Add Chemicals

CAS No	Chemical Name	Regulation	TQ / SQ	Max Intended Inv Amt	Amount Unit	Exceeds TQ/SQ	Edit	Delete	Is Valid
74-98-6	Propane	Section 6 - Flammable	2700	200000	lbs/min	Yes			

Total Results:1 Rows per page 25

— Step 3: Report Contacts Number of Emergency Contacts: 2 Edit

Facility and Owner/Operator Contacts

Name	Contact Type	Phone	24 Hr Phone	Email
Facility	Direct Site Communication	302-555-9999		
Chuck Connors	Owner/Operator	302-999-5555		Eileen.Butler@delaware.gov

Compliance/Emergency Contacts

Name	Title	Contact Type	Phone	24 Hr Phone	Email	Delete	Is Valid
Lulu Lemon	RMP Implementor	RMP Implementor	302-999-5555	302-999-5555	Eileen.Butler@delaware.gov		
John Wayne	Emergency Contact	Emergency Contacts	302-999-5555	302-999-5555	Eileen.Butler@delaware.gov		

ARP/Tier II Reporting System – Adding a Chemical

Home

Facilities

My Account

ARP Billing

Resources

ARP Inspections

Chemical Information

Test Site 3 (Facility ID: 3617)

2022 DE RMP Registration Regulatory Update

7 Main street Newark, Delaware 19711, United States

Contact: 3025559999

Parent Company:

Owner/Operator: Chuck Connors

Type: Facility

Chemical List

Add/Edit Chemical

You must use the Search by CAS/Chemical Name lookup to add chemicals.

Search by CAS/Chemical Name

CAS Number (If no CAS, type N/A) *

EHS Name *

TQ/SQ :

Regulation :

Unit :

Maximum Intended Inventory Amount



ARP/Tier II Reporting System – Chemical List

Facilities | My Account | ARP Billing | Resources | ARP Inspections

ation
y ID: 3617)
are 19711, United Sta
ors
y CAS/Chemical Na
al Name
type N/A) * EHS
Reg
ntory Amount

RMP Registration

Chemical List



<u>Chemical</u>	<u>CAS NO</u>	<u>TQ/SQ</u>	<u>Regulation</u>	<u>Amount Unit</u>
Acrolein [2-Propenal]	107-02-8	5000	Section 5 Chem	lbs
Acrylonitrile [2-Propenenitrile]	107-13-1	20000	Section 5 Chem	lbs
Acrylyl chloride [2-Propenoyl chloride]	814-68-6	5000	Section 5 Chem	lbs
Allyl alcohol [2-Propen-1-ol]	107-18-6	15000	Section 5 Chem	lbs
Allylamine [2-Propen-1-amine]	107-11-9	10000	Section 5 Chem	lbs
Ammonia (anhydrous)	7664-41-7	10000	Section 5 Chem	lbs
Ammonia (conc 20% or greater)	7664-41-7	20000	Section 5 Chem	lbs
Arsenous trichloride	7784-34-1	15000	Section 5 Chem	lbs
Arsine	7784-42-1	1000	Section 5 Chem	lbs
Boron trichloride [Borane, trichloro-]	10294-34-5	5000	Section 5 Chem	lbs

1 2 3 » Last>| Page of 32 Total Results:319 Rows per page

ARP/Tier II Reporting System – Chemical Information

[Home](#) [Facilities](#) [My Account](#) [ARP Billing](#) [Resources](#) [ARP Inspections](#)

Chemical Information

Test Site 3 (Facility ID: 3617)

2022 DE RMP Registration Regulatory Update

7 Main street Newark, Delaware 19711, United States
Contact: 3025559999
Parent Company:
Owner/Operator: Chuck Connors
Type: Facility

Chemical List

Add/Edit Chemical

You must use the Search by CAS/Chemical Name lookup to add chemicals.

Search by CAS/Chemical Name

CAS Number (If no CAS, type N/A) *

7664-41-7

EHS Name *

Ammonia (anhydrous)

TQ/SQ : 10000

Regulation : Section 5 Chem

Unit : lbs

Maximum Intended Inventory Amount *

30000

Cancel

Save



ARP/Tier II Reporting System – Chemical Information

Manned Yes

Owner/Operator Chuck Connors, 7 Main Street, Newark, DE 19711-, United States

Subject To ARP Unknown

Effective Deregistration Date

Effective Decommission Date

Step 2: Chemical Inventory for Chemicals Onsite from Jan 1, 2021 - Dec 31, 2021 Total: 2

Add Chemicals

CAS No	Chemical Name	Regulation	TQ / SQ	Max Intended Inv Amt	Amount Unit	Exceeds TQ/SQ	Edit	Delete	Is Valid
74-98-6	Propane	Section 6 - Flammable	2700	200000	lbs/min	Yes			
7664-41-7	Ammonia (anhydrous)	Section 5 Chem	10000	30000	lbs	Yes			

Total Results:2 Rows per page 25

Step 3: Report Contacts Number of Emergency Contacts: 2

Facility and Owner/Operator Contacts

Edit

Name	Contact Type	Phone	24 Hr Phone	Email
Facility	Direct Site Communication	302-555-9999		
Chuck Connors	Owner/Operator	302-999-5555		Eileen.Butler@delaware.gov

ARP/Tier II Reporting System – Emergency Contacts

Step 3: Report Contacts Number of Emergency Contacts: 2 Edit

Facility and Owner/Operator Contacts

Name	Contact Type	Phone	24 Hr Phone	Email
Facility	Direct Site Communication	302-555-9999		
Chuck Connors	Owner/Operator	302-999-5555		Eileen.Butler@delaware.gov

Compliance/Emergency Contacts

Name	Title	Contact Type	Phone	24 Hr Phone	Email	Delete	Is Valid
Lulu Lemon	RMP Implementor	RMP Implementor	302-999-5555	302-999-5555	Eileen.Butler@delaware.gov		✓
John Wayne	Emergency Contact	Emergency Contacts	302-999-5555	302-999-5555	Eileen.Butler@delaware.gov		✓

Step 4: Attachments Edit

Does the facility maintain a flammable substance used as a fuel at the facility or held for sale as fuel at Retail Facilities? Yes, this chemical is regulated under provisions of Section 6 in Administrative Code 1201

No Changes Made Section 1: RMP Worst-Case Section 2: 5 Year Accident History Section 3: Prevention Program

Section 4: Emergency Response

ARP/Tier II Reporting System – Regulatory Update

— Step 4: Attachments



Does the facility maintain a flammable substance used as a fuel at the facility or held for sale as fuel at Retail Facilities? Yes, this chemical is regulated under provisions of Section 6 in Administrative Code 1201

- No Changes Made Section 1: RMP Worst-Case Section 2: 5 Year Accident History Section 3: Prevention Program
- Section 4: Emergency Response

Description	File	File Type
RMP Attachment	ARP RMP De-Registration Form D.docx	application/vnd.openxmlformats-officedocument.wordprocessingml.document

— Step 5: Submit Report Missing Information or Conflicts in the Report Data

Click the Step name with Alerts to fix data problems.

ARP/Tier II Reporting System – Regulatory Update

Add/Edit DE RMP Registration Report Attachments

Test Site 3 (Facility ID: 3617)

2022 DE RMP Registration Regulatory Update

7 Main street, Newark, DE 19711, United States
Contact: 302-555-9999
Type: Facility

Does the facility maintain a flammable substance used as a fuel at the facility or held for sale as fuel at Retail Facilities? [What is this?](#) *

No Yes, this chemical is regulated under provisions of Section 6 in Administrative Code 1201

You have reported chemicals regulated under Section 5.

Submit data to the EPA using CDX. Go to <https://www.epa.gov/rmp> to learn more.

EPA CDX RMP ID : * 19293947777

You have reported chemicals regulated under Section 6.

Determine the RMP Program Level, download the attachment, complete it, and upload it in this step. [Program Level Definitions](#)

[ARP Program Level 1/2](#) [ARP Program Level 3](#)

Change Type *

No Changes Made

Section 1: RMP Worst-Case Section 2: 5 Year Accident History

Section 3: Prevention Program Section 4: Emergency Response



Attachment

File

Browse File to Upload

ARP/Tier II Reporting System – Regulatory Update

You have reported chemicals regulated under Section 5.

Submit data to the EPA using CDX. Go to <https://www.epa.gov/rmp> to learn more.

EPA CDX RMP ID : * 19293947777

You have reported chemicals regulated under Section 6.

Determine the RMP Program Level, download the attachment, complete it, and upload it in this step. [Program Level Definitions](#)

[ARP Program Level 1/2](#) [ARP Program Level 3](#)

Change Type *

No Changes Made

Section 1: RMP Worst-Case

Section 2: 5 Year Accident History

Section 3: Prevention Program

Section 4: Emergency Response

Attachment	File	Browse File to Upload
RMP Attachment *		<input type="button" value="Choose File"/> No file chosen

Cancel

Save

ARP/Tier II Reporting System – Submit Report



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 12:22 PM

Submit User Log Out

- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

[Back](#) Edit DE RMP Registration Report Homepage for **Test Site 3** (ID: 3617) [List Submissions](#)

Step 1 Step 2 Step 3 **Step 4** Step 5

0 Report Notes

Report

[Print Report](#)

2022 Regulatory Update DE RMP Registration(Test Site 3) - 44729

Submission Status : Initiated

Status Date : 7/13/2022

Last Updated : 7/13/2022

Submission Type : Online

Submitter Username : Eileen Walsh [EMWfacuser]



Step 1: Facility Information

[Edit](#)

Facility ID	3617	LEPC	New Castle County
--------------------	------	-------------	-------------------

ARP/Tier II Reporting System – Submit Report

— **Step 5: Submit Report** You are almost done! Click here to Submit your Report.

IMPORTANT NOTICE

Once you click on the "Submit Report" button to complete and send this report to authorities, you will not be able to exit the process mid-stream without completing the submission process.

As such, you will need to be ready as follows:

- If you want to make any final changes to the above info, click edit for the section you want to change.
- You will also need the name and title of the person designated as certifying the information in this report.

If you need time to accumulate this info, you can stop at this point in your report, and log out of the system. When you return, simply click on this facility, and then the name of this report in your List Submissions screen, and complete the submittal process. If you are ready, click on "Submit Report" to complete the submission process.

[Submit Report](#)

[Cancel Report](#) (This will discard all Report data)

ARP/Tier II Reporting System – Certify Regulatory Update

 **DNREC**

[Home](#) [Facilities](#) [My Account](#) [ARP Billing](#) [Resources](#) [ARP Inspections](#)

Certify Report

Test Site 3 (Facility ID: 3617)

2022 DE RMP Registration Regulatory Update

7 Main street, Newark, DE 19711, United States
Contact: 302-555-9999
Type: Facility

I certify under penalty of law that I have personally examined and am familiar with the information, and that based on my inquiry of those individuals responsible for obtaining the information, I believe that the submitted information is true, accurate and complete.

I understand that I am officially submitting this report and associated information to authorities. I also understand that once the submission is completed it will become an official archive for authorities.

[Please preview the DE RMP Registration before Submission](#)

Name of Owner/Operator or Authorized Representative *

John Smith

Official Title *

Owner

Telephone Number *

302-999-5555 x_____

Date *

07/13/2022



Before clicking "submit", user must check the acknowledgement statement above.

Submit

ARP/Tier II Reporting System – Success



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 12:22 PM

[Submit User](#) [Log Out](#)

[Home](#)

[Facilities](#)

[My Account](#)

[ARP Billing](#)

[Resources](#)

[ARP Inspections](#)

Test Site 3 (Facility ID: 3617)

7 Main street, Newark, DE 19711, United States
Contact: 302-555-9999
Type: Facility



Certification Details edited successfully.

[2022 DE RMP Registration Regulatory Update](#)

You have successfully finished the Submission. A Confirmation Email will be sent to the Compliance Contact identified within your report. Please print a copy of the confirmation e-mail, along with the submission, and maintain for your records.

For questions, please contact the ARP Program at 302-395-2500 or DNREC_WHS_ARP_Mail@delaware.gov.

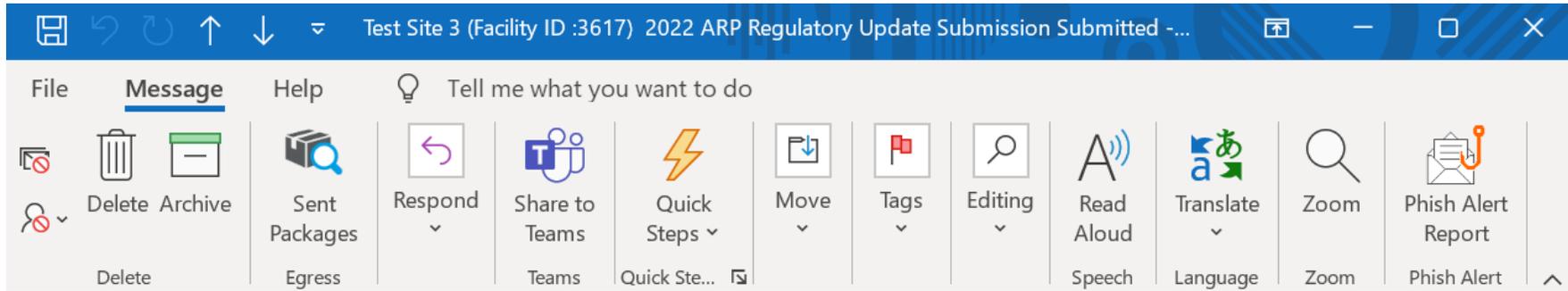
Select an option below to proceed.

[Print Report](#)

[List Submissions](#)

[List Facilities](#)

ARP/Tier II Reporting System – Reg Report Email



Test Site 3 (Facility ID :3617) 2022 ARP Regulatory Update Submission Submitted - Delaware AR...



DNREC_WHS_ARP_Mail@delaware.gov

To Butler, Eileen M. (DNREC)

Reply

Reply All

Forward

Wed 7/13/2022 1:38 PM

This is an automated message from the Delaware ARP/Tier II Reporting System.

At 7/13/2022 1:37:23 PM, the following activity took place: 2022 ARP Regulatory Update Submission Submitted.

The action was done by username: EMWfacuser for Test Site 3, Facility ID : 3617 located at 7 Main street, Newark, DE 19711.

The DE RMP Registration Submission ID is 44729.

ARP/Tier II Reporting System – Revision Required



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System

Welcome Eileen Last Login: 07/13/2022, 01:38 PM
ARP Super Admin Log Out

- Home
- Users
- Facilities
- Reports
- My Account
- Control Panel
- ARP Billing
- System Reports
- Notifications
- Resources
- ARP Inspections

[Back](#) DE RMP Registration Report Homepage for **Test Site 3** (ID: 3617) [List Submissions](#)

Step 1 Step 2 Step 3 Step 4 Step 5

0 Report Notes

Report

2022 Regulatory Update DE RMP Registration(Test Site 3) - 44729

[Change Facility](#)

Submission Status : Submitted

Status Date : 7/13/2022

Last Updated : 7/13/2022

Submission Type : Online

Submitter Username : Eileen Walsh [EMWfacuser]

[Print Report](#)

[Approve](#)

[Revision is Required](#)



Step 1: Facility Information

ARP/Tier II Reporting System – Revision Required Email

DE RMP Registration Revision Required for Test Site 3, Facility ID: 3617, Report ID: 44729

DNREC_WHS_ARP_Mail@delaware.gov
To: Butler, Eileen M. (DNREC)

Reply Reply All Forward

Wed 7/13/2022 1:41 PM

This is an Automated Message from the Delaware ARP/Tier II Reporting System.

A review of 2022 DE RMP Registration Regulatory Update, Report ID: 44729 submitted for Test Site 3 (Facility ID: 3617) identified that a correction was required for the following reasons:

Worst Case Scenario needs to be updated in RMP on file with ARP Program.

A report has been started for you to complete.
Log into your account to complete the Revision/Correction report that was initiated for you.

If you have any questions, please contact ARP Program at DNREC_WHS_ARP_Mail@delaware.gov or 302-395-2500.

ARP/Tier II Reporting System – Start Revised Report



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 01:44 PM

Submit User Log Out

- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

[Back](#) List Submissions

To create and submit a new report, click on the "Add a New Submission" button. To continue work on a previously started submission, click on the name of the report in the list. To view a previously reviewed or submitted report, click on the icon under the "View" column next to the report.

Test Site 3 (Facility ID: 3617)
7 Main street, Newark, DE 19711, United States
Status: Active Type: Facility

Reports [Add a New Submission](#)

Tier II Report (312 Annual Report)

Report ID	Report	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
No items to be listed								

302 Report (Emergency Planning Notification, for EHS Equal to or Exceeds TPO, within 60 days)

ARP/Tier II Reporting System – Start Revised Report

Tier II Report (312 Annual Report)

Report ID	Report	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
-----------	--------	--------	-----------	-------------	-----------------	----------------------	---------------------------	------

No items to be listed

302 Report (Emergency Planning Notification, for EHS Equal to or Exceeds TPQ, within 60 days)

Report ID	Report (Click to Edit Reports)	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
-----------	--------------------------------	--------	-----------	-------------	-----------------	----------------------	---------------------------	------

No items to be listed

311 Report (within 3 months of the chemical first being on site above the threshold amount)

Report ID	Report (Click to Edit Reports)	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
-----------	--------------------------------	--------	-----------	-------------	-----------------	----------------------	---------------------------	------

No items to be listed

DE RMP Registration

Report ID	Report (Click to Edit Reports)	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
44730	2022 DE RMP Registration Regulatory Update (Correction)	Initiated			Online	No		
44729	2022 DE RMP Registration Regulatory Update	Submitted	John Smith	07/13/2022 01:37:23 PM	Online	Yes	Worst Case Scenario needs to be updated in RMP on file with ARP Program.	
44728	2022 DE RMP Registration Annual Admin Update	Reviewed	George King	07/13/2022 11:01:07 AM	Online	No		
44727	2022 DE RMP Registration First-time Submission	Reviewed	George King	07/13/2022 10:36:42 AM	Online	No		



ARP/Tier II Reporting System – Modify Report

ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021
Welcome Eileen, ZZZ Last Login: 07/13/2022, 01:44 PM
Submit User Log Out

Home Facilities My Account ARP Billing Resources ARP Inspections

[Back](#) Edit DE RMP Registration Report Homepage for **Test Site 3 (ID: 3617)** [List Submissions](#)

Step 1 ✓ Step 2 ✓ Step 3 ✓ **Step 4 ⚠** **Step 5 ⚠** **0 Report Notes**

Report [Print Report](#)

2022 Regulatory Update (Correction) DE RMP Registration(Test Site 3) - 44730

Submission Status : Initiated **Status Date :** 7/13/2022
Last Updated : 7/13/2022 **Submission Type :** Online
Submitter Username : Eileen Walsh [EMWfacuser]

Step 1: Facility Information [Edit](#)

Facility ID	3617	LEPC	New Castle County
--------------------	------	-------------	-------------------

ARP/Tier II Reporting System – Modify Report

Step 4: Attachments



Edit

Does the facility maintain a flammable substance used as a fuel at the facility or held for sale as fuel at Retail Facilities? Yes, this chemical is regulated under provisions of Section 6 in Administrative Code 1201

- No Changes Made Section 1: RMP Worst-Case Section 2: 5 Year Accident History Section 3: Prevention Program
- Section 4: Emergency Response

Description	File	File Type
RMP Attachment	ARP RMP De-Registration Form D.docx	application/vnd.openxmlformats-officedocument.wordprocessingml.document

Step 5: Submit Report

Missing Information or Conflicts in the Report Data

Click the Step name with Alerts to fix data problems.

ARP/Tier II Reporting System – Step 4 Update

Does the facility maintain a flammable substance used as a fuel at the facility or held for sale as fuel at Retail Facilities? [What is this?](#) *

- No Yes, this chemical is regulated under provisions of Section 6 in Administrative Code 1201

You have reported chemicals regulated under Section 5.

Submit data to the EPA using CDX. Go to <https://www.epa.gov/rmp> to learn more.

EPA CDX RMP ID : *

You have reported chemicals regulated under Section 6.

Determine the RMP Program Level, download the attachment, complete it, and upload it in this step. [Program Level Definitions](#)

[ARP Program Level 1/2](#) [ARP Program Level 3](#)

Change Type *

- No Changes Made
- Section 1: RMP Worst-Case Section 2: 5 Year Accident History
- Section 3: Prevention Program Section 4: Emergency Response

Attachment	File	Browse File to Upload
RMP Attachment *		<input type="button" value="Choose File"/> No file chosen

ARP/Tier II Reporting System – Submit Revised Report

— **Step 5: Submit Report** You are almost done! Click here to Submit your Report.

IMPORTANT NOTICE

Once you click on the "Submit Report" button to complete and send this report to authorities, you will not be able to exit the process mid-stream without completing the submission process.

As such, you will need to be ready as follows:

- If you want to make any final changes to the above info, click edit for the section you want to change.
- You will also need the name and title of the person designated as certifying the information in this report.

If you need time to accumulate this info, you can stop at this point in your report, and log out of the system. When you return, simply click on this facility, and then the name of this report in your List Submissions screen, and complete the submittal process. If you are ready, click on "Submit Report" to complete the submission process.

[Submit Report](#)

[Cancel Report](#) (This will discard all Report data)

ARP/Tier II Reporting System – Certify Report

 **DNREC**

[Home](#) [Facilities](#) [My Account](#) [ARP Billing](#) [Resources](#) [ARP Inspections](#)

Certify Report

Test Site 3 (Facility ID: 3617)

[2022 DE RMP Registration Regulatory Update](#)

7 Main street, Newark, DE 19711, United States
Contact: 302-555-9999
Type: Facility

I certify under penalty of law that I have personally examined and am familiar with the information, and that based on my inquiry of those individuals responsible for obtaining the information, I believe that the submitted information is true, accurate and complete.

I understand that I am officially submitting this report and associated information to authorities. I also understand that once the submission is completed it will become an official archive for authorities.

[Please preview the DE RMP Registration before Submission](#)

Name of Owner/Operator or Authorized Representative *

John Smith

Official Title *

Owner

Telephone Number *

302-999-5555 x _____

Date *

07/13/2022



Before clicking "submit", user must check the acknowledgement statement above.

Submit

ARP/Tier II Reporting System – Successful Submission



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 01:44 PM

[Submit User](#) [Log Out](#)

[Home](#)

[Facilities](#)

[My Account](#)

[ARP Billing](#)

[Resources](#)

[ARP Inspections](#)

Test Site 3 (Facility ID: 3617)

[2022 DE RMP Registration Regulatory Update \(Correction\)](#)

7 Main street, Newark, DE 19711, United States

Contact: 302-555-9999

Type: Facility

You have successfully finished the Submission. A Confirmation Email will be sent to the Compliance Contact identified within your report. Please print a copy of the confirmation e-mail, along with the submission, and maintain for your records.

For questions, please contact the ARP Program at 302-395-2500 or DNREC_WHS_ARP_Mail@delaware.gov.

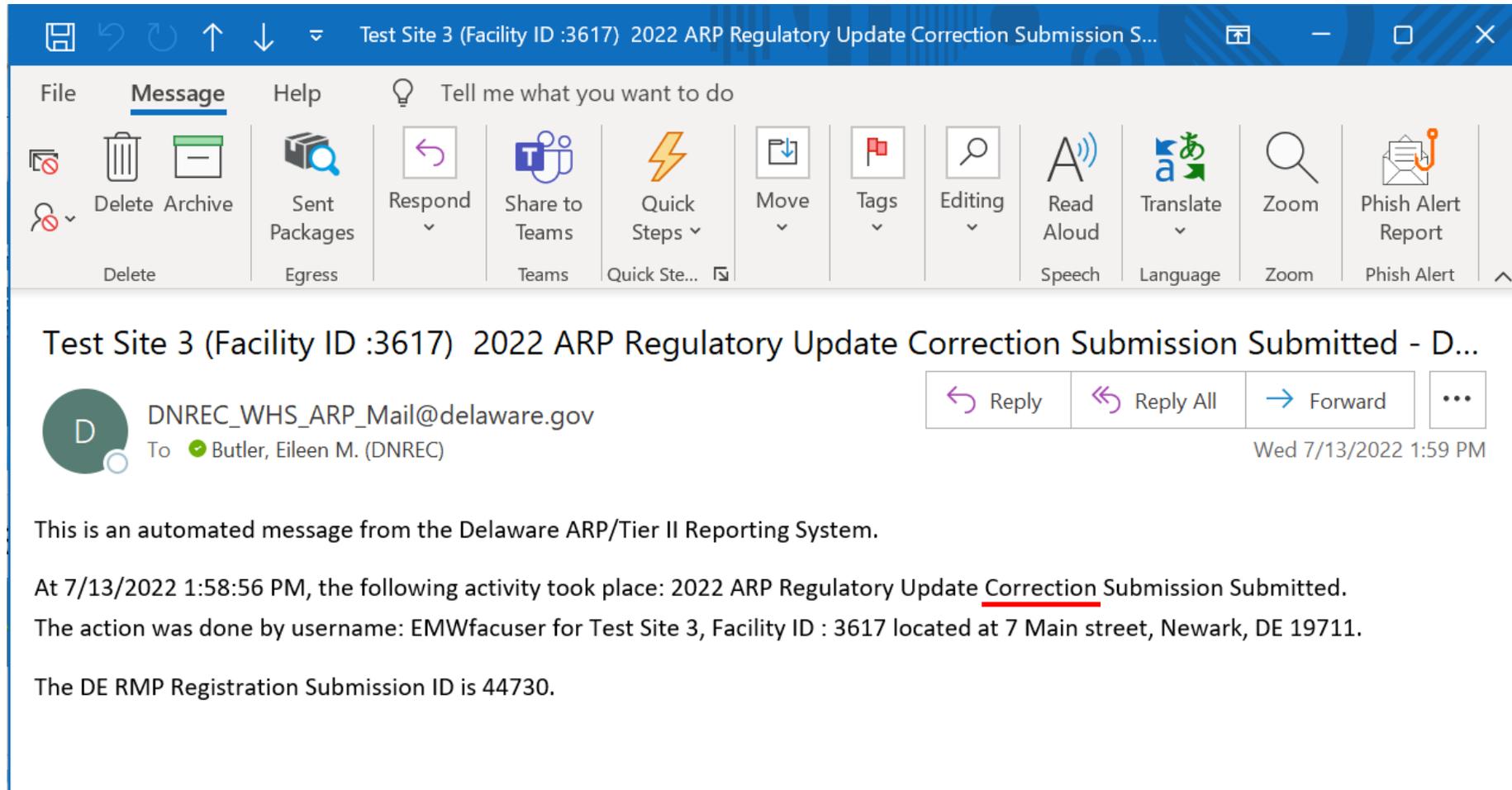
Select an option below to proceed.

[Print Report](#)

[List Submissions](#)

[List Facilities](#)

ARP/Tier II Reporting System – Regulatory Update Email



The screenshot displays an Outlook window with the following details:

- Subject:** Test Site 3 (Facility ID :3617) 2022 ARP Regulatory Update Correction Submission Submitted - D...
- From:** DNREC_WHS_ARP_Mail@delaware.gov
- To:** Butler, Eileen M. (DNREC)
- Date:** Wed 7/13/2022 1:59 PM
- Actions:** Reply, Reply All, Forward, and a menu icon.
- Message Body:**

This is an automated message from the Delaware ARP/Tier II Reporting System.

At 7/13/2022 1:58:56 PM, the following activity took place: 2022 ARP Regulatory Update Correction Submission Submitted.

The action was done by username: EMWfacuser for Test Site 3, Facility ID : 3617 located at 7 Main street, Newark, DE 19711.

The DE RMP Registration Submission ID is 44730.

ARP/Tier II Reporting System – User Homepage



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 02:05 PM

Submit User Log Out

- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

Introduction and Guidance

Please click here to access the Training materials. Before starting a submission, please watch or read the materials thoroughly to understand both the requirements and the online reporting process.

Important Notice:

Users should avoid using the back and forward arrows in the top corner of the Windows. Instead use the Back, Cancel, or Proceed buttons on the bottom of pages. To log out, users **MUST** click on the "Log Out" link in the screen header. Users should **NOT** click on the red "X" in the top right corner of the window. Please be aware that if the program sits idle for a period of time a warning box will appear telling you that the system will automatically log you off and any data entered and not saved will be lost if you do not proceed with adding data. To prevent this from happening, please ensure you have all the necessary data for your reports gathered and available to you before you begin the reporting process.

EPCRA Program

Please refer to the reporting instructions noted above for guidance on the required data. Please ensure that you have the following before beginning (this is a summary...see the instructions for full information):

1. Phone numbers for 3 emergency contacts, including their work phone and 24 hour phone numbers.
2. Owner/Operator address and phone number.
3. Compliance contact address, phone number, and e-mail address.
4. All chemical information for the facility, including: CAS number; chemical name; average daily amounts (lbs); maximum daily amounts(lbs); physical and health hazards;

Continue

Facility Status Summary

	Active	Inactive
Facility	1	0

ARP Inspection Correspondence

ARP/Tier II Reporting System – Active Facilities



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 02:05 PM

[Submit User](#) [Log Out](#)

- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

Active Facilities

The following facilities are registered under this username. You can update information and submit reports by clicking on the Facility/Site Name.

Back ▾ All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z Other [Add New Facility](#) | 🔍

Facility ID	Company Name	Facility/Site Name	Facility Address	County	Facility Status	City	LEPC	Fire Department	ARP Status	312 Status	302 Status	Latest Tier II Report	Active Username
Facility ID	Company Name	Facility/Site Name	Facility Add	All ▾		City	LEPC	Fire Department	All ▾	All ▾	All ▾		
3617	ZZZ	Test Site 3 (ID: 3617)	7 Main street, Newark, DE 19711	New Castle	Active	Newark	New Castle County	Newark, Aetna Hose Hook & Ladder	Active	Unknown	Unknown		EMWfacuser

Total Results: 1 Rows per page 10 ▾

ARP/Tier II Reporting System – Facility Reports



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 02:05 PM

[Submit User](#) [Log Out](#)

- [Home](#)
- [Facilities](#)
- [My Account](#)
- [ARP Billing](#)
- [Resources](#)
- [ARP Inspections](#)

[Back](#) List Submissions

To create and submit a new report, click on the "Add a New Submission" button. To continue work on a previously started submission, click on the name of the report in the list. To view a previously reviewed or submitted report, click on the icon under the "View" column next to the report.

Test Site 3 (Facility ID: 3617)

7 Main street, Newark, DE 19711, United States
Status: Active Type: Facility

Reports

[Add a New Submission](#)

Tier II Report (312 Annual Report)

Report ID	Report	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
-----------	--------	--------	-----------	-------------	-----------------	----------------------	---------------------------	------

No items to be listed

302 Report (Emergency Planning Notification, for EHS Equal to or Exceeds TPO, within 60 days)

ARP/Tier II Reporting System – Facility Submissions

302 Report (Emergency Planning Notification, for EHS Equal to or Exceeds TPQ, within 60 days)

Report ID	Report (Click to Edit Reports)	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
-----------	--------------------------------	--------	-----------	-------------	-----------------	----------------------	---------------------------	------

No items to be listed

311 Report (within 3 months of the chemical first being on site above the threshold amount)

Report ID	Report (Click to Edit Reports)	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
-----------	--------------------------------	--------	-----------	-------------	-----------------	----------------------	---------------------------	------

No items to be listed

DE RMP Registration

Report ID	Report (Click to Edit Reports)	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
44730	2022 DE RMP Registration Regulatory Update (Correction)	Reviewed	George King	07/13/2022 01:58:56 PM	Online	No		
44729	2022 DE RMP Registration Regulatory Update	Reviewed	John Smith	07/13/2022 01:37:23 PM	Online	Yes	Worst Case Scenario needs to be updated in RMP on file with ARP Program.	
44728	2022 DE RMP Registration Annual Admin Update	Reviewed	George King	07/13/2022 11:01:07 AM	Online	No		
44727	2022 DE RMP Registration First-time Submission	Reviewed	George King	07/13/2022 10:36:42 AM	Online	No		



ARP/Tier II Reporting System – Corrected Report

The screenshot displays the 'DE RMP Registration Report Homepage for Test Site 3 (ID: 3617)'. A navigation bar at the top includes links for Home, Facilities, My Account, ARP Billing, Resources, and ARP Inspections. A progress bar shows five steps, all marked with green checkmarks. A '0 Report Notes' button is visible on the right. The report details section shows the report title, submission status (circled in red), status date, last updated date, and submitter username. Below this, the 'Step 1: Facility Information' section provides a table of facility details.

Facility ID	3617	LEPC	New Castle County
Facility/Site Name	Test Site 3	Lat/Long	39.683,-75.7533
Company Name	ZZZ	Maximum Number of Occupants at one time	5
ARP ID		Facility Type	Facility
Facility Status	Active	Nature of Business	Bulk Propane
Inactive Reasons		NAICS	424710
Inactive as Of		SIC Code	
Physical Location	7 Main street, Newark, DE 19711, United States		

Correction Report Submission

September 2022

ARP/Tier II Reporting System – Start a New Report



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 02:05 PM

Submit User Log Out

- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

[Back](#) List Submissions

To create and submit a new report, click on the "Add a New Submission" button. To continue work on a previously started submission, click on the name of the report in the list. To view a previously reviewed or submitted report, click on the icon under the "View" column next to the report.

Test Site 3 (Facility ID: 3617)

7 Main street, Newark, DE 19711, United States
Status: Active Type: Facility

Reports

[Add a New Submission](#)

Tier II Report (312 Annual Report)

Report ID	Report	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
-----------	--------	--------	-----------	-------------	-----------------	----------------------	---------------------------	------

No items to be listed

302 Report (Emergency Planning Notification, for EHS Equal to or Exceeds TPO, within 60 days)

ARP/Tier II Reporting System – Correction Report

Choose a Report Class (click on button next to selection)

Annual Administrative Update

An Administrative update is required annually, however, the user will not be required to submit a new RMP. The information submitted will focus on contact information as well as the amount of EHS on site and will be used for annual fee purposes.

Regulatory Update

A Regulatory update is required by a regulated facility (prior to a resubmission) should there be a change in accident history, a change in quantity of EHS, a change in process or a change in the worst case. The user will be required to upload an updated RMP.

Resubmission

A Resubmission is an update of all sections of the RMP. If you are the owner or operator of a RMP-covered facility, the State of Delaware's Title 7, Ch. 77 Extremely Hazardous Substances Risk Management Act and associated Administrative Code 1201 Accidental Release Prevention Regulation require that the facility fully update and resubmit its RMP at least once every five years. Resubmitting the RMP will re-set the facility's five-year anniversary date.

Correction

A Correction should be used to report administrative or other changes at the facility (e.g., changes in emergency contact information, facility address). This does not require an update of the entire RMP. Submitting a corrected RMP does not change the facility's five-year anniversary date. If the facility has not resubmitted a RMP by its anniversary date, the user will not be able to make a RMP Correction and will be required to resubmit the facility's RMP.

Deregistration

Changes may occur at the facility that make it no longer subject to the RMP regulations (e.g., source replaced the regulated substances in the process with unregulated substances; source reduced inventory of all regulated substances below Threshold Quantities; source no longer uses any regulated substance; source terminated operations). If the facility is no longer covered by a RMP, the facility must de-register from the Program by submitting a letter signed by the owner or operator to the ARP Program within six months and include the effective date of the de-registration (the date on which the facility was no longer covered by the State of Delaware's Title 7, Ch. 77 Extremely Hazardous Substances Risk Management Act and associated Administrative Code 1201 Accidental Release Prevention Regulation).

Cancel Proceed



ARP/Tier II Reporting System – Choose Report to Revise

 **ARP/EPCRA Reporting Program**
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021
Welcome Eileen, ZZZ Last Login: 07/13/2022, 02:05 PM
Submit User Log Out

[Home](#) [Facilities](#) [My Account](#) [ARP Billing](#) [Resources](#) [ARP Inspections](#)

Choose a Report to Revise

Select any Report from the following and enter the reason for the revision and details about sections or content that will be edited in the revision.

If a dropdown is empty or cannot find the report you want to revise in the dropdown, it is because the report is not available to revise

Select Report Type *

Reason for Revision *

I acknowledge that the information entered here is accurate and true.

ARP/Tier II Reporting System – Choose Report to Revise

Choose a Report to Revise

Select any Report from the following and enter the reason for the revision and details about sections or content that will be edited in the revision.

If a dropdown is empty or cannot find the report you want to revise in the dropdown, it is because the report is not available to revise

Select Report Type *

DE RMP Registration ▾

Revise a Previously Submitted Report *

44727 - DE RMP Registration 2022 First-time Submission ▾

Reason for Revision *

Emergency Contact information has changed.

I acknowledge that the information entered here is accurate and true.

Cancel

Finish

ARP/Tier II Reporting System – Report Revision



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 02:05 PM

Submit User Log Out

- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

[Back](#) Edit DE RMP Registration Report Homepage for **Test Site 3** (ID: 3617) [List Submissions](#)

Step 1 Step 2 Step 3 Step 4 Step 5 **0 Report Notes**

Report [Print Report](#)

2022 First-time Submission **(Correction)** DE RMP Registration(Test Site 3) - 44731

Submission Status : Initiated **Status Date : 7/13/2022**
Last Updated : 7/13/2022 **Submission Type : Online**
Submitter Username : Eileen Walsh [EMWfacuser]

Step 1: Facility Information [Edit](#)

Facility ID	3617	LEPC	New Castle County
--------------------	------	-------------	-------------------

ARP/Tier II Reporting System – Certify Correction

[Home](#)[Facilities](#)[My Account](#)[ARP Billing](#)[Resources](#)[ARP Inspections](#)

Certify Report

Test Site 3 (Facility ID: 3617)

2022 DE RMP Registration First-time Submission (Correction)

7 Main street, Newark, DE 19711, United States
Contact: 302-555-9999
Type: Facility

I certify under penalty of law that I have personally examined and am familiar with the information, and that based on my inquiry of those individuals responsible for obtaining the information, I believe that the submitted information is true, accurate and complete.

I understand that I am officially submitting this report and associated information to authorities. I also understand that once the submission is completed it will become an official archive for authorities.

Please preview the DE RMP Registration before Submission

Name of Owner/Operator or
Authorized Representative *

George King

Official Title *

Operator

Telephone Number *

302-932-8888 x _____

Date *

07/13/2022



Before clicking "submit", user must check the acknowledgement statement above.

Submit

ARP/Tier II Reporting System – Successful Submission



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 02:05 PM

[Submit User](#) [Log Out](#)

[Home](#)

[Facilities](#)

[My Account](#)

[ARP Billing](#)

[Resources](#)

[ARP Inspections](#)

Test Site 3 (Facility ID: 3617)

2022 DE RMP Registration First-time Submission (Correction)

7 Main street, Newark, DE 19711, United States

Contact: 302-555-9999

Type: Facility

You have successfully finished the Submission. A Confirmation Email will be sent to the Compliance Contact identified within your report. Please print a copy of the confirmation e-mail, along with the submission, and maintain for your records.

For questions, please contact the ARP Program at 302-395-2500 or DNREC_WHS_ARP_Mail@delaware.gov.

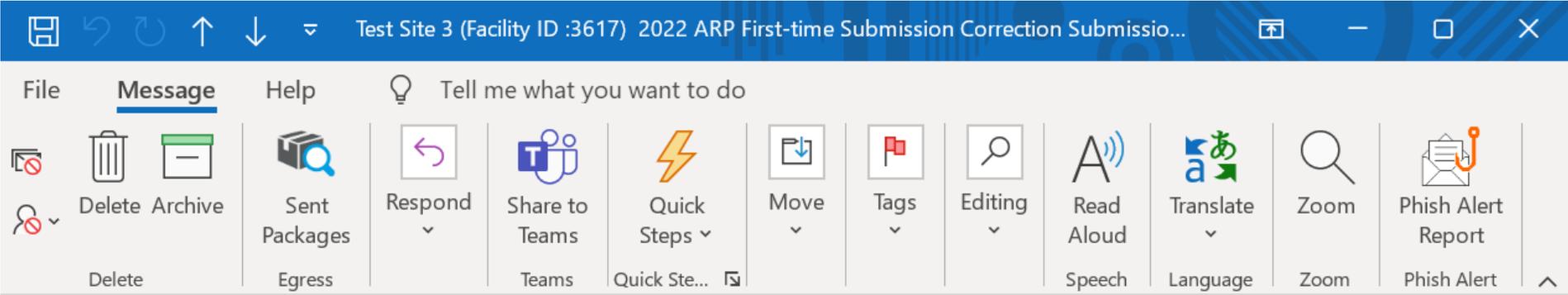
Select an option below to proceed.

[Print Report](#)

[List Submissions](#)

[List Facilities](#)

ARP/Tier II Reporting System – Correction Email



Test Site 3 (Facility ID :3617) 2022 ARP First-time Submission Correction Submission Submitted ...



DNREC_WHS_ARP_Mail@delaware.gov
To Butler, Eileen M. (DNREC)

Reply Reply All Forward ...

Wed 7/13/2022 2:31 PM

This is an automated message from the Delaware ARP/Tier II Reporting System.

At 7/13/2022 2:30:38 PM, the following activity took place: 2022 ARP First-time Submission Correction Submission Submitted.

The action was done by username: EMWfacuser for Test Site 3, Facility ID : 3617 located at 7 Main street, Newark, DE 19711.

The DE RMP Registration Submission ID is 44731.

Resubmission Report Submission (Every 5 Years)

September 2022

ARP/Tier II Reporting System – Resubmission Report

Annual Administrative Update

An Administrative update is required annually, however, the user will not be required to submit a new RMP. The information submitted will focus on contact information as well as the amount of EHS on site and will be used for annual fee purposes.

Regulatory Update

A Regulatory update is required by a regulated facility (prior to a resubmission) should there be a change in emergency contact information, a change in quantity of EHS, a change in process or a change in the worst case. The user will be required to upload an updated RMP.

Resubmission

A Resubmission is an update of all sections of the RMP. If you are the owner or operator of a RMP-covered facility, the State of Delaware's Title 7, Ch. 77 Extremely Hazardous Substances Risk Management Act and associated Administrative Code 1201 Accidental Release Prevention Regulation require that the facility fully update and resubmit its RMP at least once every five years. Resubmitting the RMP will re-set the facility's five-year anniversary date.

Correction

A Correction should be used to report administrative or other changes at the facility (e.g., changes in emergency contact information, facility address, or change in accident history). This does not require an update of the entire RMP. Submitting a corrected RMP does not change the facility's five-year anniversary date. If the facility has not resubmitted a RMP by its anniversary date, the user will not be able to make a RMP Correction and will be required to resubmit the facility's RMP.

Deregistration

Changes may occur at the facility that make it no longer subject to the RMP regulations (e.g., source replaced the regulated substances in the process with unregulated substances; source reduced inventory of all regulated substances below Threshold Quantities; source no longer uses any regulated substance; source terminated operations). If the facility is no longer covered by a RMP, the facility must de-register from the Program by submitting a letter signed by the owner or operator to the ARP Program within six months and include the effective date of the de-registration (the date on which the facility was no longer covered by the State of Delaware's Title 7, Ch. 77 Extremely Hazardous Substances Risk Management Act and associated Administrative Code 1201 Accidental Release Prevention Regulation).

←

ARP/Tier II Reporting System – Resubmission Report



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 02:34 PM

Submit User Log Out

- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

[Back](#)

Edit DE RMP Registration Report Homepage for Test Site 3 (ID: 3617)

[List Submissions](#)

Step 1 ✓

Step 2 ✓

Step 3 ✓

Step 4 ⚠

Step 5 ⚠

0 Report Notes

Report

[Print Report](#)

2022 Resubmission DE RMP Registration(Test Site 3) - 44732

Submission Status : Initiated

Status Date : 7/13/2022

Last Updated : 7/13/2022

Submission Type : Online

Submitter Username : Eileen Walsh [EMWfacuser]



Step 1: Facility Information

[Edit](#)

Facility ID

3617

LEPC

New Castle County

ARP/Tier II Reporting System – Resubmission Report

Chuck Connors	Owner/Operator	302-999-5555	Eileen.Butler@delaware.gov
---------------	----------------	--------------	----------------------------

Compliance/Emergency Contacts

[Edit](#)

Name	Title	Contact Type	Phone	24 Hr Phone	Email	Delete	Is Valid
Lulu Lemon	RMP Implementor	RMP Implementor	302-999-5555	302-999-5555	Eileen.Butler@delaware.gov		✓
John Wayne	Emergency Contact	Emergency Contacts	302-999-5555	302-999-5555	Eileen.Butler@delaware.gov		✓

Step 4: Attachments

[Edit](#)

Does the facility maintain a flammable substance used as a fuel at the facility or held for sale as fuel at Retail Facilities?

Description	File	File Type
RMP Attachment		

Step 5: Submit Report

Missing Information or Conflicts in the Report Data

Click the Step name with Alerts to fix data problems.

[Cancel Report](#) (This will discard all Report data)

ARP/Tier II Reporting System – Resubmission Report



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 02:34 PM

Submit User Log Out

- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

Add/Edit DE RMP Registration Report Attachments

Test Site 3 (Facility ID: 3617) 2022 DE RMP Registration Resubmission

7 Main street, Newark, DE 19711, United States
Contact: 302-555-9999
Type: Facility

Does the facility maintain a flammable substance used as a fuel at the facility or held for sale as fuel at Retail Facilities? [What is this?](#) *

- No
- Yes, this chemical is regulated under provisions of Section 6 in Administrative Code 1201

You have reported chemicals regulated under Section 6.
Determine the RMP Program Level, download the attachment, complete it, and upload it in this step. [Program Level Definitions](#)

[ARP Program Level 1/2](#) [ARP Program Level 3](#)

Attachment	File	Browse File to Upload
RMP Attachment *		<input type="button" value="Choose File"/> No file chosen



ARP/Tier II Reporting System – Resubmission Report



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 02:34 PM

Submit User Log Out

- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

[Back](#) Edit DE RMP Registration Report Homepage for **Test Site 3 (ID: 3617)**

[List Submissions](#)

Step 1 Step 2 Step 3 Step 4 Step 5

0 Report Notes

Report

[Print Report](#)

2022 Resubmission DE RMP Registration(Test Site 3) - 44732

Submission Status : Initiated

Status Date : 7/13/2022

Last Updated : 7/13/2022

Submission Type : Online

Submitter Username : Eileen Walsh [EMWfacuser]



Step 1: Facility Information

[Edit](#)

Facility ID	3617	LEPC	New Castle County
--------------------	------	-------------	-------------------

ARP/Tier II Reporting System – Submit Report

— **Step 5: Submit Report** You are almost done! Click here to Submit your Report.

IMPORTANT NOTICE

Once you click on the "Submit Report" button to complete and send this report to authorities, you will not be able to exit the process mid-stream without completing the submission process.

As such, you will need to be ready as follows:

- If you want to make any final changes to the above info, click edit for the section you want to change.
- You will also need the name and title of the person designated as certifying the information in this report.

If you need time to accumulate this info, you can stop at this point in your report, and log out of the system. When you return, simply click on this facility, and then the name of this report in your List Submissions screen, and complete the submittal process. If you are ready, click on "Submit Report" to complete the submission process.

[Submit Report](#)

[Cancel Report](#) (This will discard all Report data)

ARP/Tier II Reporting System – Certify Report

Home Facilities My Account ARP Billing Resources ARP Inspections

Certify Report

Test Site 3 (Facility ID: 3617) 2022 DE RMP Registration Resubmission

7 Main street, Newark, DE 19711, United States
Contact: 302-555-9999
Type: Facility

I certify under penalty of law that I have personally examined and am familiar with the information, and that based on my inquiry of those individuals responsible for obtaining the information, I believe that the submitted information is true, accurate and complete.

I understand that I am officially submitting this report and associated information to authorities. I also understand that once the submission is completed it will become an official archive for authorities.

Please preview the DE RMP Registration before Submission

Name of Owner/Operator or Authorized Representative * Official Title *

Telephone Number * Date * 

Before clicking "submit", user must check the acknowledgement statement above.

ARP/Tier II Reporting System – Successful Submission



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/13/2022, 02:34 PM

[Submit User](#) [Log Out](#)

[Home](#)

[Facilities](#)

[My Account](#)

[ARP Billing](#)

[Resources](#)

[ARP Inspections](#)

Test Site 3 (Facility ID: 3617)

2022 DE RMP Registration Resubmission

7 Main street, Newark, DE 19711, United States

Contact: 302-555-9999

Type: Facility

You have successfully finished the Submission. A Confirmation Email will be sent to the Compliance Contact identified within your report. Please print a copy of the confirmation e-mail, along with the submission, and maintain for your records.

For questions, please contact the ARP Program at 302-395-2500 or DNREC_WHS_ARP_Mail@delaware.gov.

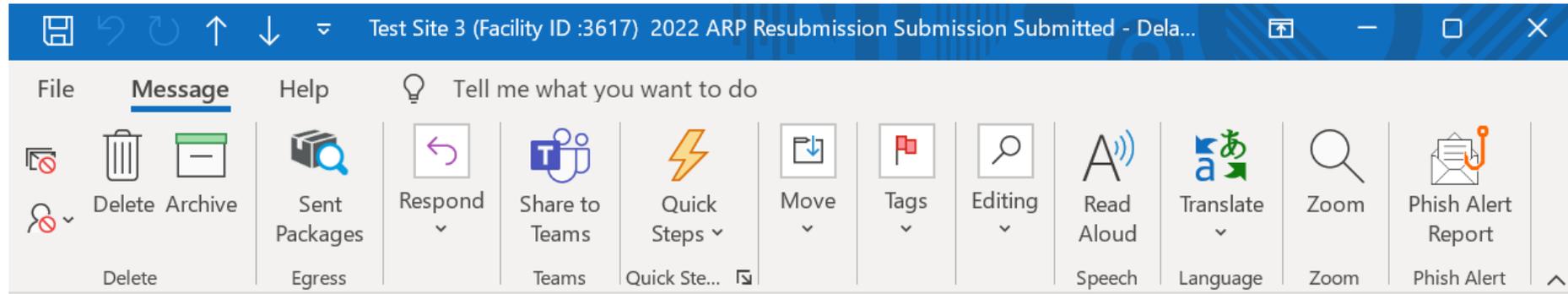
Select an option below to proceed.

[Print Report](#)

[List Submissions](#)

[List Facilities](#)

ARP/Tier II Reporting System – Successful Email



Test Site 3 (Facility ID :3617) 2022 ARP Resubmission Submission Submitted - Delaware ARP/Tie...



DNREC_WHS_ARP_Mail@delaware.gov

To  Butler, Eileen M. (DNREC)

 Reply

 Reply All

 Forward



Wed 7/13/2022 2:49 PM

This is an automated message from the Delaware ARP/Tier II Reporting System.

At 7/13/2022 2:47:38 PM, the following activity took place: 2022 ARP Resubmission Submission Submitted.

The action was done by username: EMWfacuser for Test Site 3, Facility ID : 3617 located at 7 Main street, Newark, DE 19711.

The DE RMP Registration Submission ID is 44732.

ARP/Tier II Reporting System – RMP Expiration Date

back DE RMP Registration Report Homepage for Lukins Drive (ID: 3622)

Step 1 ✓ Step 2 ✓ Step 3 ✓ Step 4 ✓ Step 5 ✓ 0 Report Notes

Report Print Report

2022 First-time Submission DE RMP Registration(Lukins Drive) - 44788

[Change Facility](#)

Submission Status : Reviewed ← **Status Date : 8/26/2022**

Last Updated : 8/26/2022 **Submission Type : Online**

Submitter Username : Kenneth Cenci [ARPttesting]

Step 1: Facility Information

Facility ID	3622	LEPC	New Castle County
Facility/Site Name	Lukins Drive	Lat/Long	39.678,-75.5487
Company Name	DNREC	Maximum Number of Occupants at one time	50
ARP ID		Facility Type	Facility
Facility Status	Active	Nature of Business	Test Propane Bill
Inactive Reasons		NAICS	325110
Inactive as Of		SIC Code	11111111
Physical Location	391 Lukins Drive, New Castle, DE 19720, United States	Dun & Brad No	N/A
County	New Castle	RMP Registration Type	Section 6
Development/Industrial Park		RMP Registration Expiration	8/26/2027

Deregistration Report Submission

September 2022

ARP/Tier II Reporting System – Deregistration Report

Choose a Report Class (click on button next to selection)

Annual Administrative Update

An Administrative update is required annually, however, the user will not be required to submit a new RMP. The information submitted will focus on contact information as well as the amount of EHS on site and will be used for annual fee purposes.

Regulatory Update

A Regulatory update is required by a regulated facility (prior to a resubmission) should there be a change in emergency contact information, a change in quantity of EHS, a change in process or a change in the worst case. The user will be required to upload an updated RMP.

Resubmission

A Resubmission is an update of all sections of the RMP. If you are the owner or operator of a RMP-covered facility, the State of Delaware's Title 7, Ch. 77 Extremely Hazardous Substances Risk Management Act and associated Administrative Code 1201 Accidental Release Prevention Regulation require that the facility fully update and resubmit its RMP at least once every five years. Resubmitting the RMP will re-set the facility's five-year anniversary date.

Correction

A Correction should be used to report administrative or other changes at the facility (e.g., changes in emergency contact information, facility address, or change in accident history). This does not require an update of the entire RMP. Submitting a corrected RMP does not change the facility's five-year anniversary date. If the facility has not resubmitted a RMP by its anniversary date, the user will not be able to make a RMP Correction and will be required to resubmit the facility's RMP.

Deregistration

Changes may occur at the facility that make it no longer subject to the RMP regulations (e.g., source replaced the regulated substances in the process with unregulated substances; source reduced inventory of all regulated substances below Threshold Quantities; source no longer uses any regulated substance; source terminated operations). If the facility is no longer covered by a RMP, the facility must de-register from the Program by submitting a letter signed by the owner or operator to the ARP Program within six months and include the effective date of the de-registration (the date on which the facility was no longer covered by the State of Delaware's Title 7, Ch. 77 Extremely Hazardous Substances Risk Management Act and associated Administrative Code 1201 Accidental Release Prevention Regulation).

Cancel

Proceed



ARP/Tier II Reporting System – Facility Reports



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021
Welcome Eileen, ZZZ Last Login: 07/13/2022, 03:18 PM
Submit User Log Out

[Home](#) **[Facilities](#)** [My Account](#) [ARP Billing](#) [Resources](#) [ARP Inspections](#)

[Back](#) **List Submissions**

To create and submit a new report, click on the "Add a New Submission" button. To continue work on a previously started submission, click on the name of the report in the list. To view a previously reviewed or submitted report, click on the icon under the "View" column next to the report.

Test Site 3 (Facility ID: 3617)
7 Main street, Newark, DE 19711, United States
Status: Active Type: Facility

Reports [Add a New Submission](#)

Tier II Report (312 Annual Report)

Report ID	Report	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
No items to be listed								

302 Report (Emergency Planning Notification, for EHS Equal to or Exceeds TPQ, within 60 days)

ARP/Tier II Reporting System – Facility Reports

302 Report (Emergency Planning Notification, for EHS Equal to or Exceeds TPQ, within 60 days)

Report ID	Report (Click to Edit Reports)	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
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No items to be listed

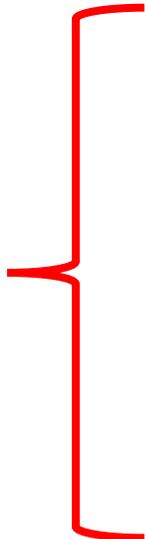
311 Report (within 3 months of the chemical first being on site above the threshold amount)

Report ID	Report (Click to Edit Reports)	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
-----------	--------------------------------	--------	-----------	-------------	-----------------	----------------------	---------------------------	------

No items to be listed

DE RMP Registration

Report ID	Report (Click to Edit Reports)	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
44733	2022 DE RMP Registration Deregistration	Reviewed	George King	07/13/2022 03:16:27 PM	Online	No		
44732	2022 DE RMP Registration Resubmission	Reviewed	John Smith	07/13/2022 02:47:38 PM	Online	No		
44731	2022 DE RMP Registration First-time Submission (Correction)	Reviewed	George King	07/13/2022 02:30:38 PM	Online	No		
44730	2022 DE RMP Registration Regulatory Update (Correction)	Reviewed	George King	07/13/2022 01:58:56 PM	Online	No		
44729	2022 DE RMP Registration Regulatory Update	Reviewed	John Smith	07/13/2022 01:37:23 PM	Online	Yes	Worst Case Scenario needs to be updated in RMP on file with ARP Program.	
44728	2022 DE RMP Registration Annual Admin Update	Reviewed	George King	07/13/2022 11:01:07 AM	Online	No		
44727	2022 DE RMP Registration First-time Submission	Reviewed	George King	07/13/2022 10:36:42 AM	Online	No		



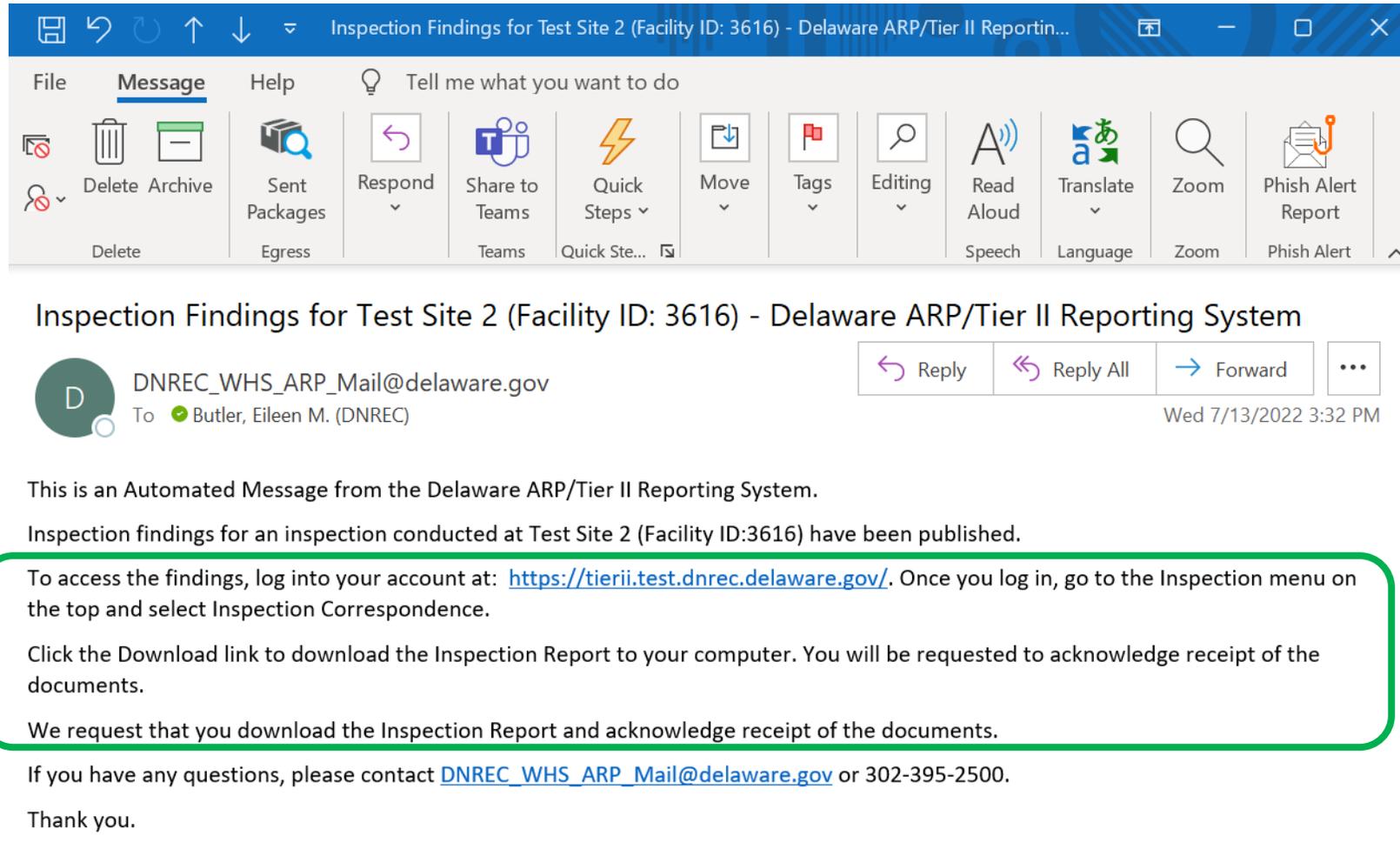
ARP/Tier II Reporting System – **BREAK TIME**



ARP Program Inspection Reports

September 2022

ARP/Tier II Reporting System – Inspection Reports



The screenshot shows an Outlook window titled "Inspection Findings for Test Site 2 (Facility ID: 3616) - Delaware ARP/Tier II Reportin...". The ribbon is set to "Message" and includes various action buttons like Delete, Archive, Respond, Share to Teams, Quick Steps, Move, Tags, Editing, Read Aloud, Translate, Zoom, and Phish Alert Report. The email content is as follows:

Inspection Findings for Test Site 2 (Facility ID: 3616) - Delaware ARP/Tier II Reporting System

DNREC_WHS_ARP_Mail@delaware.gov
To:  Butler, Eileen M. (DNREC)

Wed 7/13/2022 3:32 PM

This is an Automated Message from the Delaware ARP/Tier II Reporting System.

Inspection findings for an inspection conducted at Test Site 2 (Facility ID:3616) have been published.

To access the findings, log into your account at: <https://tierii.test.dnrec.delaware.gov/>. Once you log in, go to the Inspection menu on the top and select Inspection Correspondence.

Click the Download link to download the Inspection Report to your computer. You will be requested to acknowledge receipt of the documents.

We request that you download the Inspection Report and acknowledge receipt of the documents.

If you have any questions, please contact DNREC_WHS_ARP_Mail@delaware.gov or 302-395-2500.

Thank you.

ARP/Tier II Reporting System – Inspection Reports



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021
Welcome Eileen, ZZZ Last Login: 07/19/2022, 10:11 AM
Submit User Log Out

Home Facilities My Account ARP Billing Resources **ARP Inspections**

[Back](#) List Submissions

To create and submit a new report, click on the "Add a New Submission" button. To continue work on a previously started submission, click on the name of the report in the list. To view a previously reviewed or submitted report, click on the icon under the "View" column next to the report.

Test Site (Facility ID: 3615)
7 Main street, Newark, DE 19711, United States
Status: Active Type: Facility

Reports [Add a New Submission](#)

Tier II Report (312 Annual Report)

Report ID	Report	Status	Signed By	Signed Date	Submission Type	Is Revision Required	Revision Required Reasons	View
No items to be listed								

302 Report (Emergency Planning Notification, for EHS Equal to or Exceeds TPO, within 60 days)

ARP/Tier II Reporting System – Inspection Reports



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System Tier II Reporting Year : 2021

Welcome Eileen, ZZZ Last Login: 07/19/2022, 10:11 AM
Submit User Log Out

- Home
- Facilities
- My Account
- ARP Billing
- Resources
- ARP Inspections

ARP Inspection Correspondence

Back ▾

Facility ID	Facility Name	Inspection Report ID	Notice Added Date	Notice Type	Description	Download	Acknowledged By Name	Title	Company	Acknowledgement Date
Facility ID	Facility Name	Inspection Report		All ▾						
3616	Test Site 2	44734	7/13/2022 3:31:28 PM	Report						
220	Ultrachem, Inc.	44687	5/26/2022 3:05:41 PM	Report						
2425	CHRISTIANA (USID25290)	44684	5/26/2022 3:07:28 PM	Report						
220	Ultrachem, Inc.	44681	5/26/2022 2:37:53 PM	Report			Lulu Lemon	Emergency Contact	AMC	5/26/2022 2:41:29 PM

Total Results:4 Rows per page 25 ▾

ARP/Tier II Reporting System – Acknowledgement

The image shows a screenshot of a web application interface. A modal dialog box is centered on the screen, titled "Enter the details below to acknowledge receipt of the Notice." The dialog contains three text input fields labeled "Name", "Company", and "Title". Below these fields is a blue "Submit" button. The background of the application is dimmed, showing a table with columns for "Inspection Report" and "Report".

Enter the details below to acknowledge receipt of the Notice.

Name

Company

Title

Submit

Inspection Report	Report
44734	
44687	5/26/2022 3:05:41 PM

ARP/Tier II Reporting System – Download Report

ViewPdfData.aspx | 1 / 3 | 100% | [Download] [Print] [More]

Page 1 of 3



STATE OF DELAWARE
DEPARTMENT OF NATURAL RESOURCES
AND ENVIRONMENTAL CONTROL
DIVISION OF WASTE AND HAZARDOUS SUBSTANCES
391 LUKENS DRIVE
NEW CASTLE, DELAWARE 19720

Emergency Response
& Strategic Services

Phone: (302) 395-2500
Fax: (302) 395-2555

CONFIDENTIAL

5/26/2022

Buster Brown
Representative
Heave Ho Company
351 Lukens Drive
New Castle, DE 19720

**Follow-up inspection at CHRISTIANA (USID25290) (Facility ID :2425) located at 902
OLD HARMONY ROAD NEWARK, DE 19713**

1

2

ARP/Tier II Reporting System – Recommendations



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System
Welcome Mark, Last Login: 07/19/2022, 10:29 AM
Inspector Change Role Log Out

Layers Legend Summary List Facilities Inspection

Hazard Reports List Facilities ARP Inspections MSDS/SDS Resources Advanced Reports Update My Profile Offline Reports

Inspection Violations

Back

Inspection Violations ID	Facility ID	Facility Name	Inspection Report ID	Violation Status	Status Date	Addressed By Date	Added By	Violation Added Date	Inspection Category	Subcategory	Condition	Requirement
38	3616	Test Site 2	44734	Open	07/13/2022	09/11/2022	MADAdmin	07/13/2022	Bulk Storage Container	Paint is not in good condition	Paint is fading	The paint is fading and the tank requires repainting.
40	3616	Test Site 2	44734	Open	07/13/2022	09/11/2022	MADAdmin	07/13/2022	Bulk Storage Container	Gauges: Thermometer	Damaged or broken	Thermometer tank is damaged or broken. Please repair or replace.
										Markings & decals (Vapor, liquid, Flammable Gas)	Missing or	The NFPA-704

NEXT STEPS

New User Registration

Annual Admin Report

Submission

ARP Fee Payment

September 2022

ARP/Tier II Reporting System – Existing User Account

List of Facilities with an existing Tier II Account that will also report for ARP

AmeriGas	Ferrell Gas	Reybold Homes
Braskem	Hanover Foods	Sharp Energy
Calpine Energy	Keen Gas	Suburban Propane
Dover Air Force Base	Liberty Propane	Tri Gas & Oil

Click on <https://tierii.dnrec.delaware.gov/Account/Login.aspx>

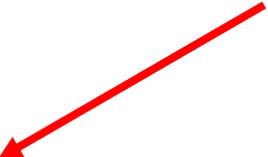
ARP/Tier II Reporting System – New User Account

List of Facilities requiring a New User Account:

Aearo Technologies	Graver Chemicals	Schagrin Gas
Allen Harim Foods	Growmark FS, LLC	Seaford Grain
Amerigas	Keen	Service Energy Poores Propane
Braskem	Kuehne Chemical	Sherman Heating Oils
Burriss Logistics	Messer	Simmons Foods
Calpine Garrison Energy Center	Mountaire Farms	Southern States Coop.
Chesapeake Utilities	MTC Logistics	Town of Selbyville
County Propane	NRG Energy Center	Tri-Gas & Oil
Croda	NRG Indian River Generation Station	US Cold Storage
C&S	Penco	Vansant Generation
Delaware City Refinery	Peninsula Oil & Propane	Veolia
Delaware Propane	PepUp Propane	Willard Agri-Service
DEMEC – NRG	Perdue Farms	Willeys & Sons
General Electric Aviation	Pictsweet Company	Wilson Baker Petroleum

Click on <https://tierii.dnrec.delaware.gov/Account/Login.aspx>

ARP/Tier II Reporting System – Wrap Up

- What you need to do next:
 - **BEFORE LEAVING WORKSHOP:**
 - Click on <https://tierii.dnrec.delaware.gov/Account/Login.aspx>
 - Register as a New User requesting ARP Program access ONLY.
 - You will NOT need to send a letter. We will upload a document indicating that you are permitted access to the database.
 - **TOMORROW:**
 - **Log in** to file an Annual Administrative Update Report
 - **Pay your** 2022 annual ARP **fee**.
- 

ARP/Tier II Reporting System – Registration Page Recap



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System

You must register before using this Online Reporting System.

[REGISTER](#)

If you have previously registered, please proceed with Log In.

SYSTEM REQUIREMENTS

- You need to use Chrome 62 or higher, Edge 90 or higher, or Firefox 59 or higher. Using older versions may create problems.
- You will need Adobe Acrobat Reader to use this System. [Download the Adobe Reader.](#)
- You need to enable javascript and turn off the pop-up blocker in your browser.
- If you encounter any problem, contact your technology desk to verify whether you have these requirements.
- Cookies need to be enabled in your browser. It is enabled by default.

Log In

Username

Password

[Log In](#)

[Forgot Username?](#)

[Forgot Password?](#)

[Reset Password?](#)

ARP/Tier II Reporting System – New User Type



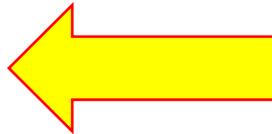
ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System

New User Registration

What Type of User are you? *

Reporting Facility/Business I ▾



Cancel

Next

ARP/Tier II Reporting System – New User Registration



ARP/EPCRA Reporting Program
Prevention & Preparedness Branch
Emergency Response & Strategic Services Section
Div. Waste & Hazardous Substances
DNREC

Delaware ARP/Tier II Reporting System

New User Registration

User Account Details

Username*	Password *	Retype Password *
<input type="text" value="SubmitUser1"/>	<input type="password" value="....."/>	<input type="password" value="....."/>
Hint Question*	Hint Answer*	
<input type="text" value="What is your favorite hobby?"/>	<input type="text" value="Reading"/>	

User Contact

First Name*	Last Name*	Role*	
<input type="text" value="Eileen"/>	<input type="text" value="Butler"/>	<input type="text" value="Owner"/>	
Company Name *	<input type="text" value="ZZZ"/>		
Street 1*	Street 2		
<input type="text" value="7 Main Street"/>	<input type="text"/>		
City*	State*	Zip Code*	Country*
<input type="text" value="Newark"/>	<input type="text" value="Delaware"/>	<input type="text" value="19711-"/>	<input type="text" value="United States"/>
Email*	Retype Email*	Phone*	
<input type="text" value="Eileen.Butler@delaware.gov"/>	<input type="text" value="Eileen.Butler@delaware.gov"/>	<input type="text" value="302-395-2520 x_____"/>	

ARP/Tier II Reporting System – Program Access

Access to Programs

Programs*

EPCRA (Tier II, 302, 311)

Add

Remove

Accidental Release Prevention (ARP)

To get approved for the Accidental Release Prevention (ARP) Program, create a letter on company letterhead and send it to the ARP program. [Click here to get a sample of the letter format.](#)

Please enter the characters as shown *

9 F D F E

9FDFF

Cancel

Back

Submit

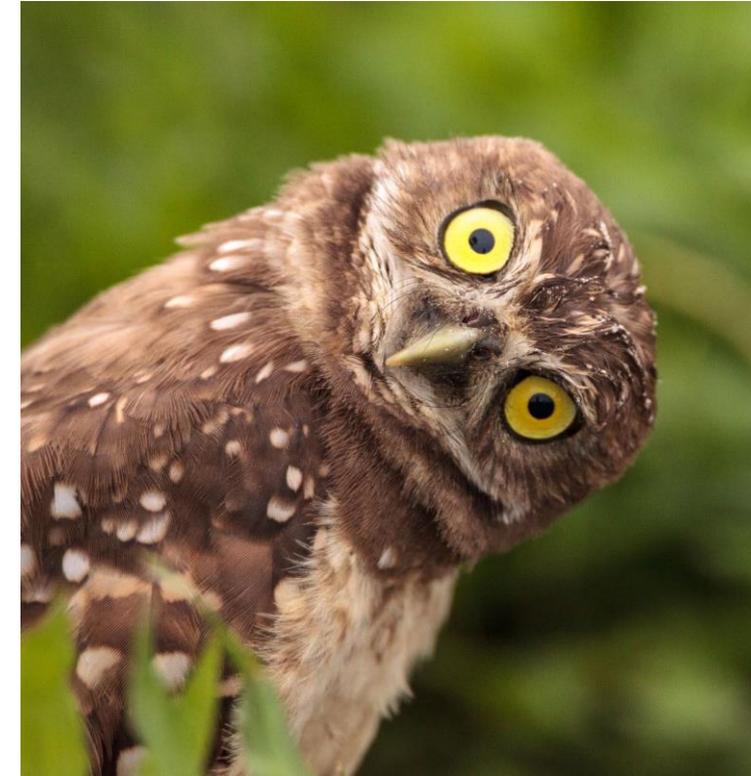


ARP/Tier II Reporting System

You've got Questions?

We've got the Answers

- Mark.Dolan@delaware.gov
- Kenneth.Cenci@delaware.gov
- Anuj.kumar@delaware.gov
- Ph: 302-395-2500



Click on <https://tierii.dnrec.delaware.gov/Account/Login.aspx>

ARP/Tier II Reporting System

**Thank you for Your
Participation !**



**Accidental Release Prevention (ARP) Reporting Program
Department of Natural Resources and Environmental Control (DNREC), Delaware**