



Chemical Inventory Database Training
Environmental Health & Safety Division
Chemical Safety Office



Module 8: Inventory Review Statement

**CERTIFICATION THAT YOU HAVE REVIEWED AND
UPDATED YOUR CHEMICAL INVENTORY**



*This training module should take no
more than minutes to complete.*



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Introduction

Biannual Inventory Reports:

There are three Federal Laws that established the basis and the standards for collecting, storing, and maintaining chemical inventories, and producing regulatory reports from the data collected.

1. The [Comprehensive Environmental Response, Compensation, and Liability Act](#) (CERCLA or Superfund) 42 U.S.C. s/s 9601 et seq. (1980). CERCLA was amended by SARA.
2. The [Superfund Amendments and Reauthorization Act](#) (SARA), on October 17, 1986.
3. The [Emergency Planning & Community Right-To-Know Act](#) (EPCRA) U.S.C. 11011 et seq. (1986), which is Title III of SARA. ; 42

Under these regulations, all facilities that use or store hazardous chemicals must collect, store, and maintain an inventory for those chemicals. In conjunction, they must submit an inventory report to specific state agencies on **January 1st and July 1st of every calendar year.**

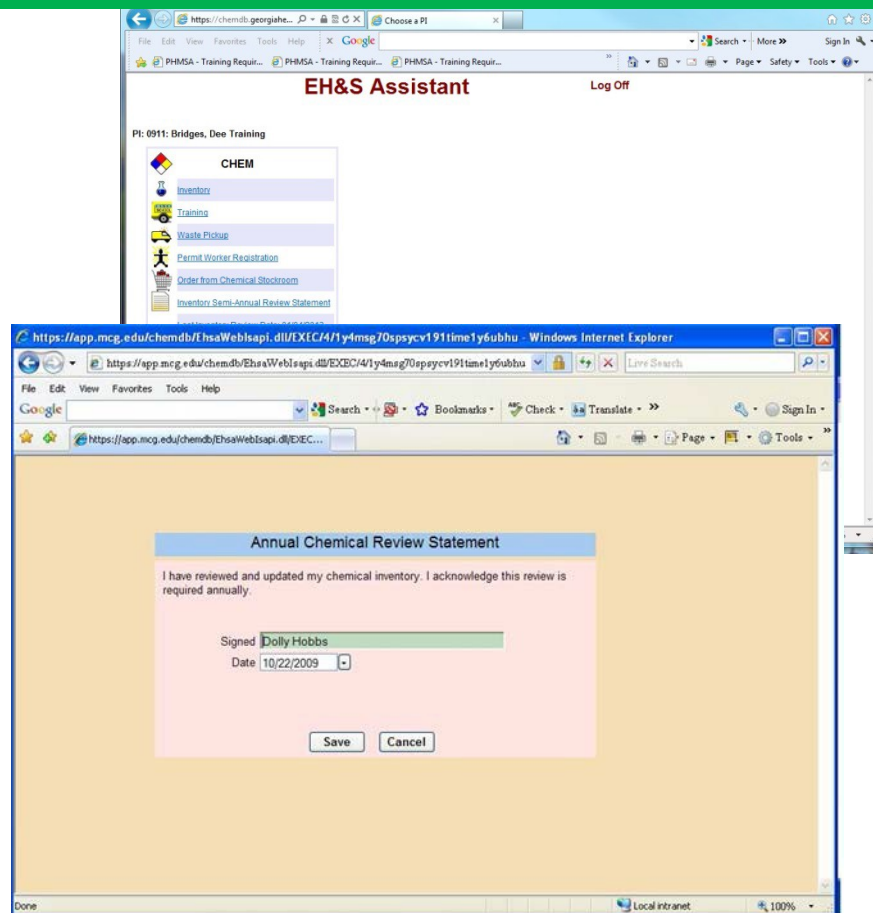
In an effort to meet this requirement, the Chemical Safety Office has developed a Web based chemical inventory database. This database is used to collect, store, and maintain an avalanche of data, and to compile reports from the data collected for institutional decision makers and federal, state, and local regulators.

Semi-Annual Review Statement

Completing the Semi-Annual Review Statement for your Inventory:

1. At the [Main Menu], Click on the Module [Inventory Review Statement]
2. When the [Inventory Review Statement] window opens,
3. Type your name in the [Name] field,
4. In the [Date] field, enter the date you completed the review and update of your chemical inventory by Clicking on the arrow to the right of the field and select a date, or highlight the field and type in the date [mm/dd/yyyy]
5. Then Click on [Save]

You should audit your inventories and update this statement by January 1st and July 1st of every calendar year.



For Additional Information

For more information or assistance, contact Chemical Safety at:

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