This program may apply to your facility if it is subject to the OSHA hazard communication standard, and

1) Stores or uses a hazardous chemical in quantities of 10,000 pounds or more, or
2) Stores or uses one or more extremely hazardous substance in quantities of 500 pounds or less.

Electronic Reporting Preferred

The State Emergency Response Commission (SERC) incorporates a non-web-based reporting software tool to implement an electronic means of reporting in Ohio. Regulated facilities are strongly encouraged to submit electronically generated reports using the guidance stated below or may elect to report via the hard copy format as instructed within this compliance manual. The Ohio SERC continues to endorse the U.S. EPA Tier 2 Submit software program. The software can be downloaded directly by visiting ***epa.gov/epcra/tier2-submit-software*** or ***epa.gov/epcra***.

The SERC will rely on the U.S. EPA's webpage as the primary mechanism for distributing the reporting software and instructions to all users. Ohio EPA will not mass produce or distribute the software or instructions.

Facilities opting to file with Tier2 Submit may submit their March 1, 2026, report either on flash drive or preferred email attachment to both the SERC and the LEPC. The required site map (PDF) can be uploaded within the Tier 2 Submit (see attachment tab). A certification letter must be attached to the mailing. A hard copy report generated off the electronic submission must be submitted to your local jurisdictional fire department.

Important!!!

DO NOT DELETE your RY 2025 Tier2 Submit after you are done. Save it in a file for next year. Next year you can export/import 2025 Tier2 Submit into the updated 2026 Tier2 Submit software.

The annual filing fee check is to be mailed separately, along with the invoice stub, to: Ohio EPA, P.O. Box 77005, Cleveland, OH 44194-7005.

Direct all Tier 2 submit software assistance and/or questions to the U.S. EPA RMP reporting center at 703.227.7650 or via email at ***RMPRC@epacdx.net***.

IMPORTANT: Fee Payment Process

The Facility Annual Chemical Filing Fee Worksheet includes an invoice stub. To ensure proper application of your payment, if you did not receive a pre-printed worksheet, email ***SERC@epa.ohio.gov*** with subject INVOICE NEEDED or call 614.644.2260 to have an invoice generated and sent to you.

Please calculate your fee, write the total in the Amount Due area, and mail ONLY the detached invoice stub and check to the following address:

OHIO EPA
P.O. BOX 77005
CLEVELAND, OH 44194-7005