GILBERT
ARIZONA

GILBERT FIRE GFD DEPARTMENT

Hazardous Materials Instruction Document

The general authority granted to the fire code official pursuant to Section 104.1, the fire code official is hereby authorized to establish procedures regarding the submittal of information regarding hazardous materials and requiring persons possessing or storing hazardous materials to report and keep an approved hazardous materials management plan and/or a hazardous materials inventory statement. The 2012 International Fire Code provides minimum requirements for hazardous materials that exceed certain quantities based on chemical classification, occupancy type, storage and usage. All new businesses are required to submit a Hazardous Materials Inventory Statement* (HMIS) which lists all hazardous chemicals and quantities on site. A hazardous material as defined by the Fire Code is any solid, liquid or gas that can harm people, or other living organisms, property or the environment. A hazardous material may be radioactive, flammable, explosive, toxic, corrosive, bio-hazardous, an oxidizer, and asphyxiate, an allergen, or may have other characteristics that make it hazardous in specific circumstances.

Please follow the instruction guide provided and if you have any questions on compatibility or software interface being used or need assistance with electronic reporting*, please contact: Fire Plan Reviewer at 480-503-6359.

*Depending on the chemical and quantities annual electronic filing may be required. Please refer to Fire Department Regulation 12-5003.4.1.

INSTRUCTIONS FOR COMPLETING THE INVENTORY FORM

Please utilize the Hazardous Materials Inventory Statement (HMIS) which is attached at the end of this document.

Chemical Name – name as identified by the International Union of Pure and Applied Chemists.

CAS Number – as assigned by the Chemical Abstract Service. The CAS number usually appears on the MSDS if the chemical substance is registered. If the substance is not registered, place N/A on the Inventory Form.

Physical State – Solid, Liquid, or Gas

Physical Hazard Class – a combustible liquid, compressed gas, cryogenic, explosive, flammable gas, flammable liquid, flammable solid, organic peroxide, oxidizer, pyrophoric, unstable (reactive), or water reactive material.

Health Class – a material that acute or chronic health effects could occur in exposed persons. Including chemicals which are carcinogens, toxic or highly toxic materials, reproductive toxins, irritants, corrosives, sensitizers, hepatoxins, nephrotoxins, neurotoxins, agents which act on the hematopoietic system, and agents which damage the lungs, skin, eyes or mucous membranes.

Storage Amount – the amount held awaiting use. Any container opened and drawn from is considered "in use" and not part of the "storage" inventory.

Used Open – the amount of material in a state where vapors are released, or can be expected to be released, to the atmosphere. Open use usually includes, but not limited to, dipping operations, plating operations, etc.

Used Closed – the amount of material used in a closed system. The material container is connected to a system where material vapors are not released to the atmosphere. Closed use does not include materials in drums, bottles, or cans that were opened for filling another container and closed again afterwards.

SARA Hazard Class – provide the SARA hazard classification as listed below. You may list more than one class.

Physical Hazards Health Hazards
F = Fire I = Immediate (Acute)
P = Sudden Release of Pressure D = Delayed
R = Reactivity

NFPA 704 – a classification system that briefly summarizes the health (H), flammability (F), reactivity (R), and other (O) hazardous characteristics of a substance. If the characteristics have not been assigned, the applicant is responsible for obtaining qualified assistance in making the determination of the characteristics and including them on the Inventory Form.

Gilbert Fire Department

Hazardous Materials Inventory Sheet

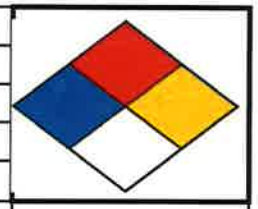
Business Name:

Business Address:

Contact Person:

Business Phone Number:

Emergency Phone Number:



Item #	Chemical Name	CAS Number	Physical State	Physical Class	Health Class	Storage Amount	Used Amount Open/Closed	SARA	NFPA 704			
										F	R	O	H