### How to Use the Public Portal





#### **EPCRA Reporting Program**

State of Delaware

Department of Natural Resources and Environmental Control (DNREC)

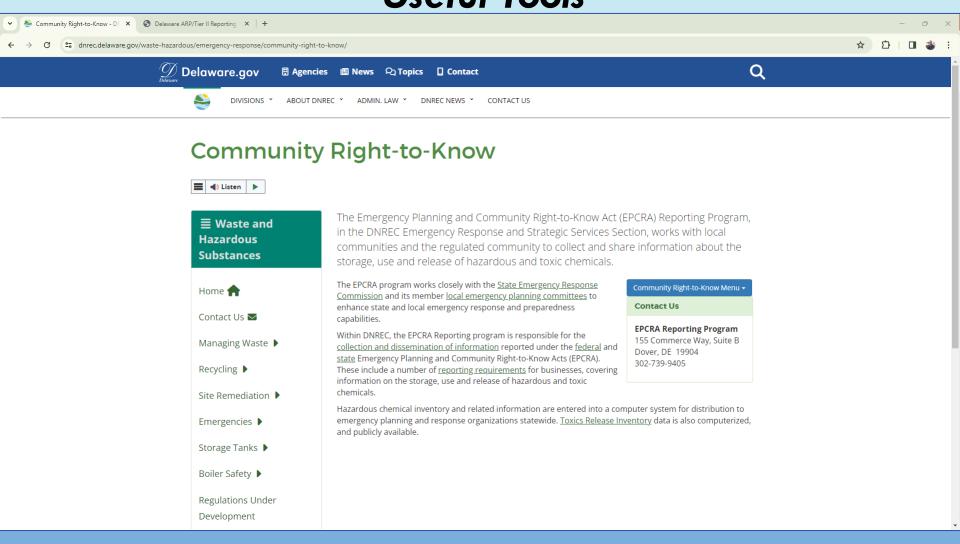
Division of Waste and Hazardous Substances (WHS)

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- 2. Searching Facility & Chemicals (Slide 12)
- 3. Using the Map (Slide 18)

### DNREC's Community Right to Know Medical Has **Useful Tools**





https://dnrec.delaware.gov/waste-hazardous/emergency-response/community-right-to-know/

### **Part 1:**

# Register Account and Logging On



Community Right-to-Know Menu •

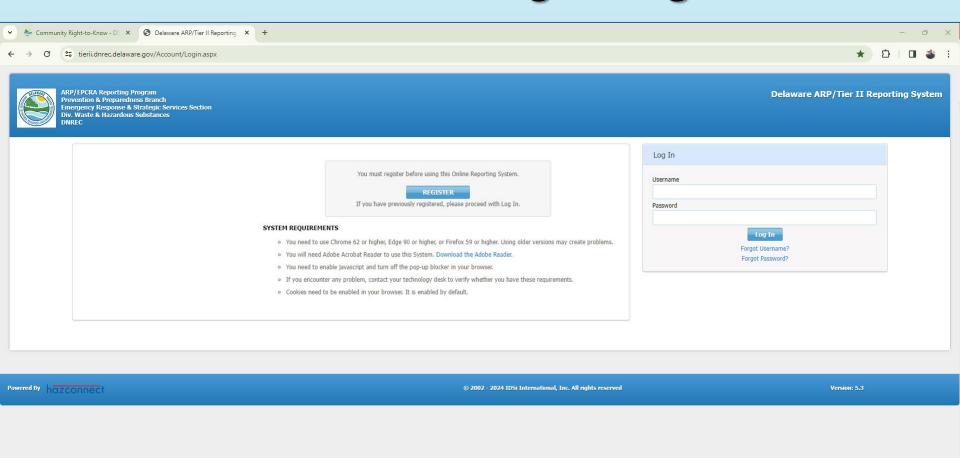
Tier II Manager™

Access the Tier II Manager

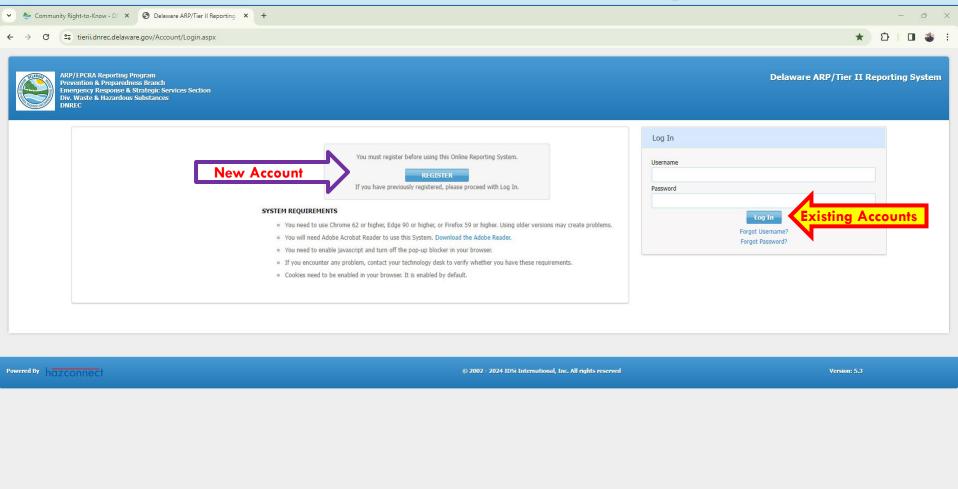
Tier II Manager Instructions

https://tierii.dnrec.delaware.gov/Account/Login.aspx

### Public Portal Log In Page

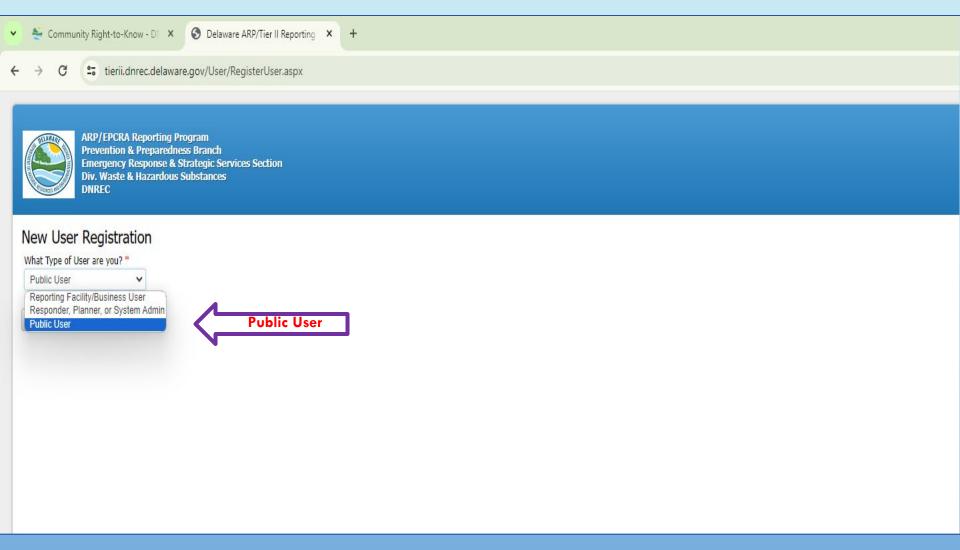


# Creating a new account? **REGISTER**Already have an account? **Log In**



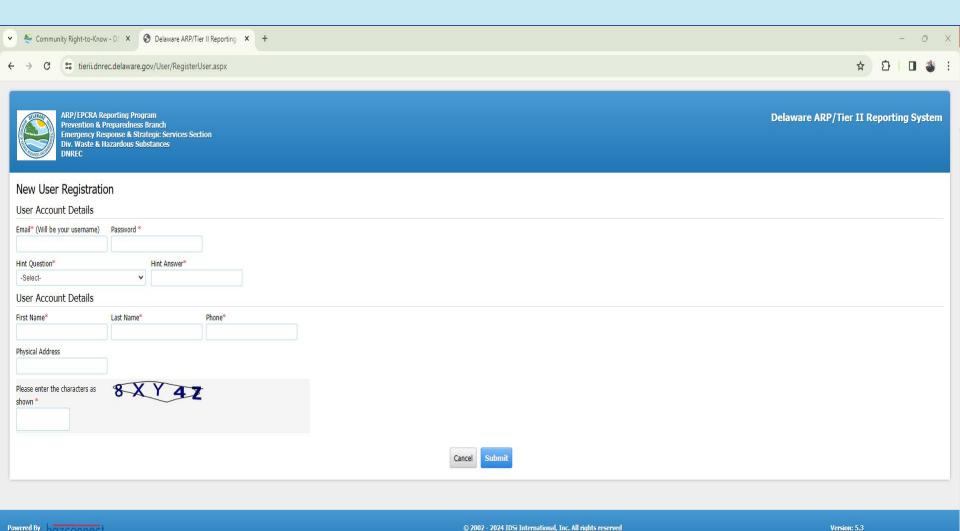
5 tries at password before locked out. If you forget password, DNREC admins can reset it for you. System will boot you out to this screen after 60 minutes of inactivity in your account.

### **New User Registration**



Everyone accessing the Public Portal must select "Public User"

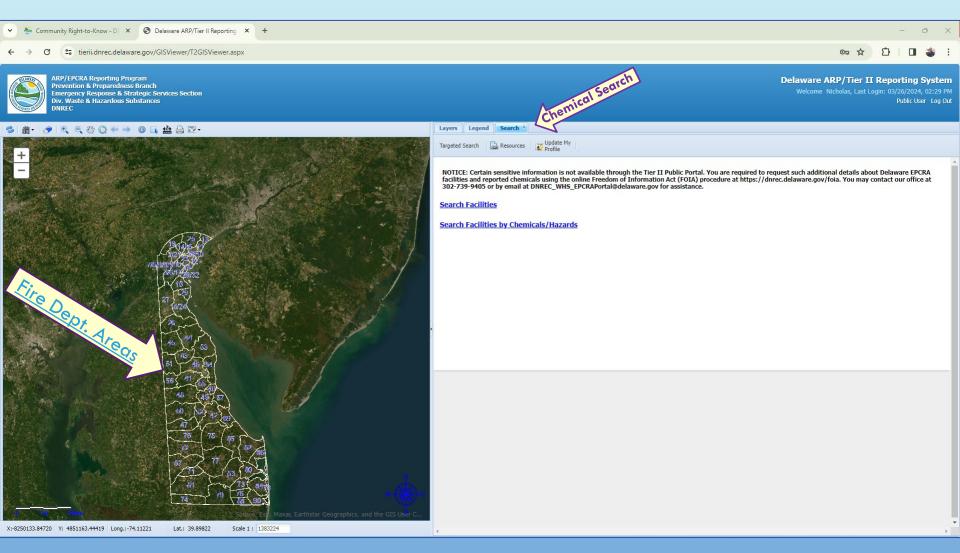
### **New User Registration**



Fill in the boxes, anything with a red asterisk (\*) must be completed.

Your account will be approved automictically.

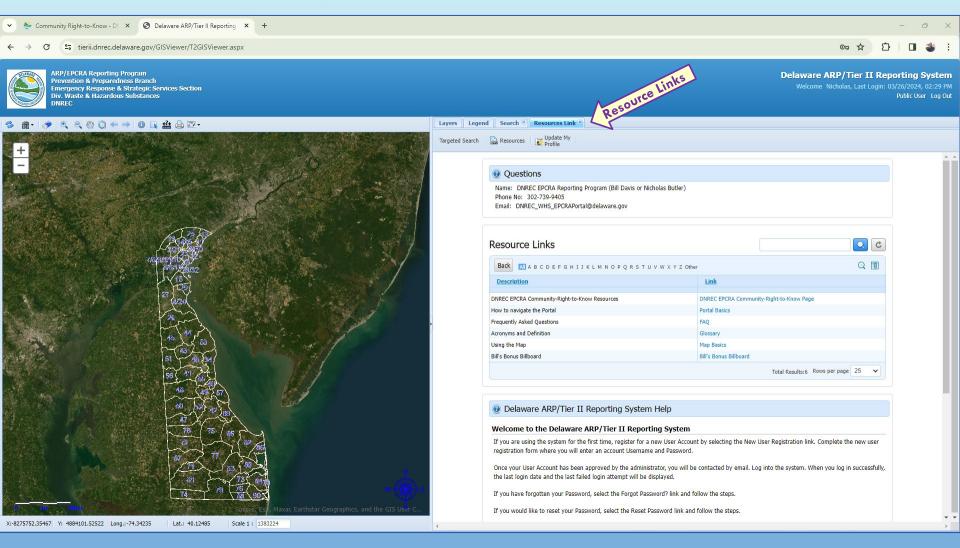
### Login: Public Portal Homepage



The public view shows certain information about chemicals in the state. Look at our **NOTICE**: More specific details may require submission of a FOIA request to DNREC.

9 Email us at darec\_whs\_epcra\_mail@delaware.gov with additional questions or comments.

### Login: Resources Tab

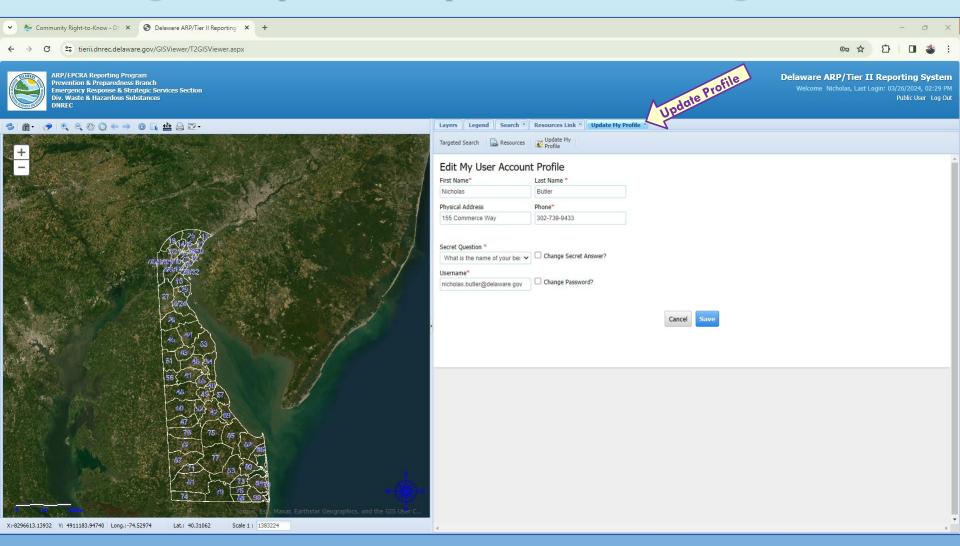


Access Resource Links for information on Acronyms, Definitions, Using the Map, FAQ's and more.

Refer to this if you are a first-time user or need help navigating the system.

If you think of something that would be useful to add, please let us know via email.

### Login: Update My Profile Settings Tab



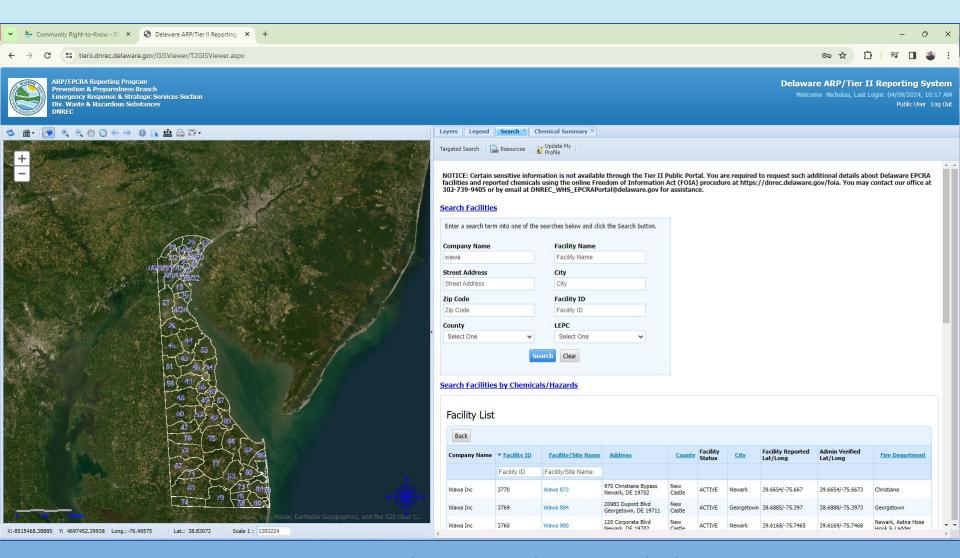
Update your contact information in the portal at any time.

### **Part 2:**

# Searching Facilities and Chemicals

- Search Facilities
- Search Facilities by Chemicals/Hazards
- Chemical Summary
- Chemical Details

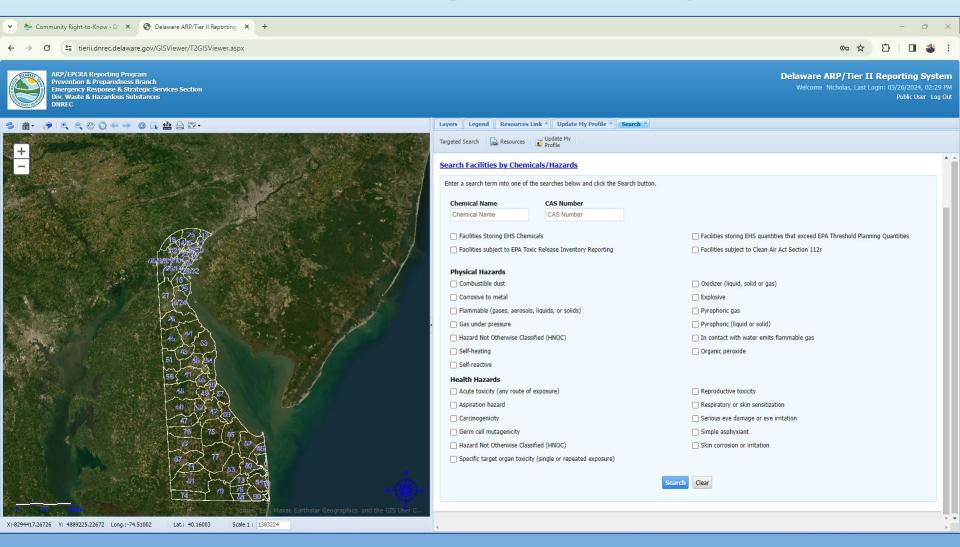
### **Search Facilities**



Lookup in information to find a specific facility(ies) in the Search tab. Search with Company/Facility Name, Address and other location information.

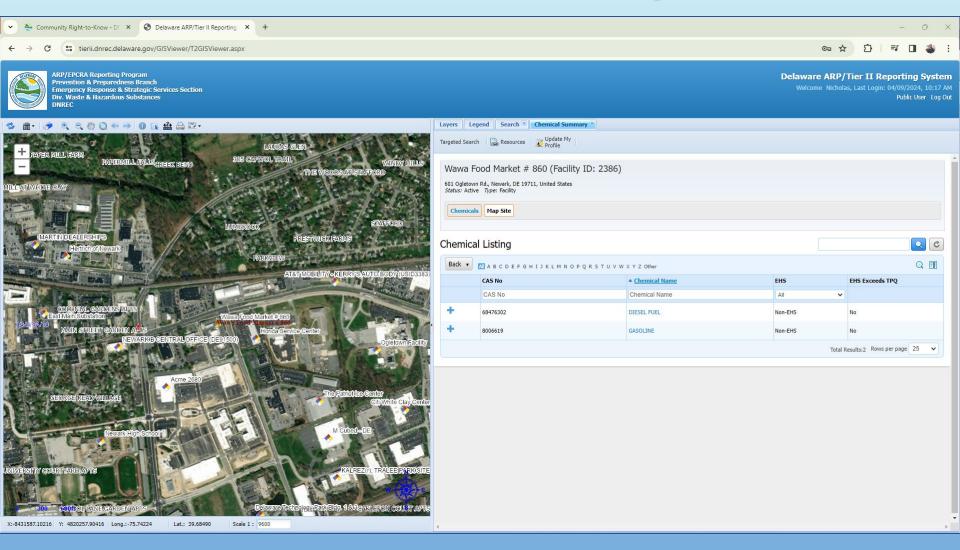
Click on Facility/Site Name for additional information.

### Search Facilities by Chemicals/Hazards



Search facilities by chemical details or hazards present in the chemicals on site. Chemical Name, CAS Number, or specific Physical / Health Hazards associated with a chemical.

### **Chemical Summary**



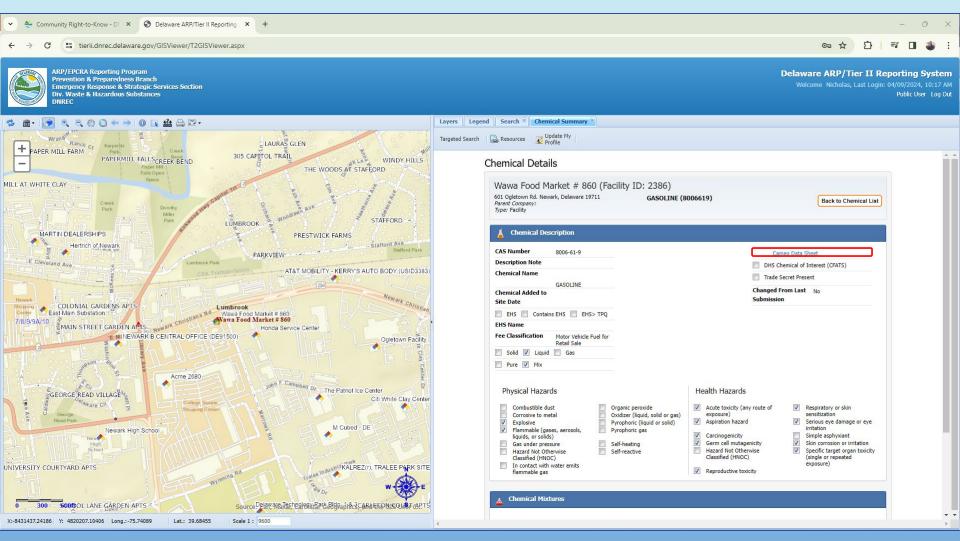
Look at info on chemicals reported for a specific facility.

Click on the Chemical Name for additional info.

Clicking + will provide information on chemicals that have been reported as mixtures.

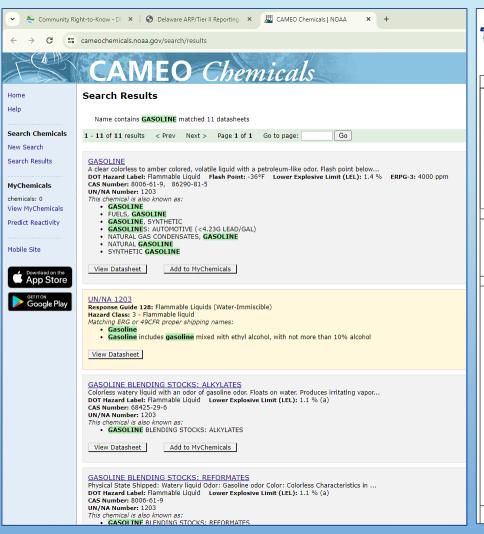
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### **Chemical Details**

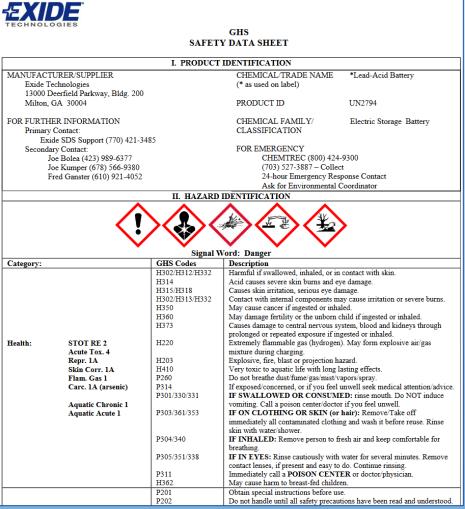


Look at detailed info on a specific chemical reported at a facility. Descriptions of concepts here are found in the Acronyms and Definition in the "Resources" tab.

### Cameo Data & Safety Data Sheets



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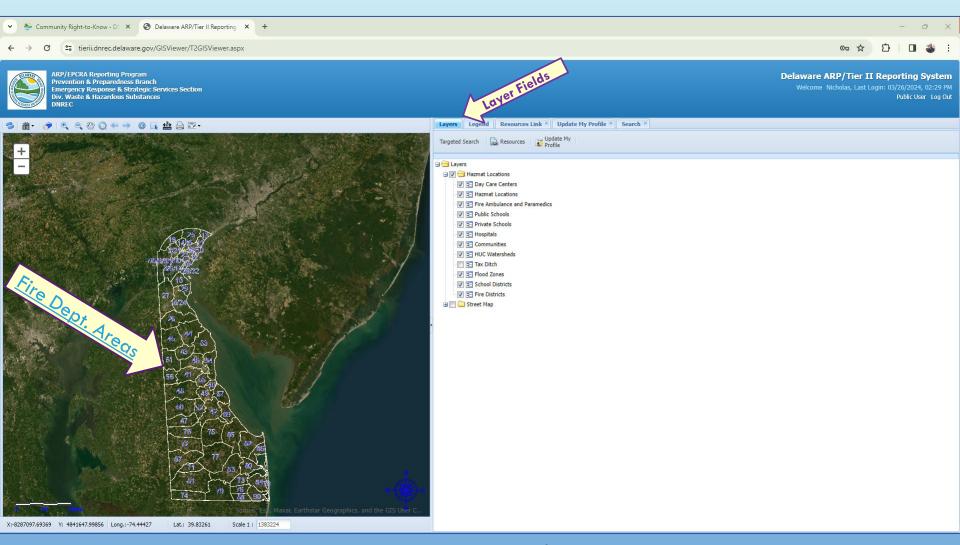


All chemicals have a link to the NOAA Cameo Datasheet that hosts info on common chemicals. Some chemicals have a SDS (Safety Data Sheet) attached too, providing more detailed info. SDS's will be denoted by an attachment icon next to the Chemical Name like ARGON 19

# Part 3: Using the Map

- Map Layers
- Map Legend
- Map Tools

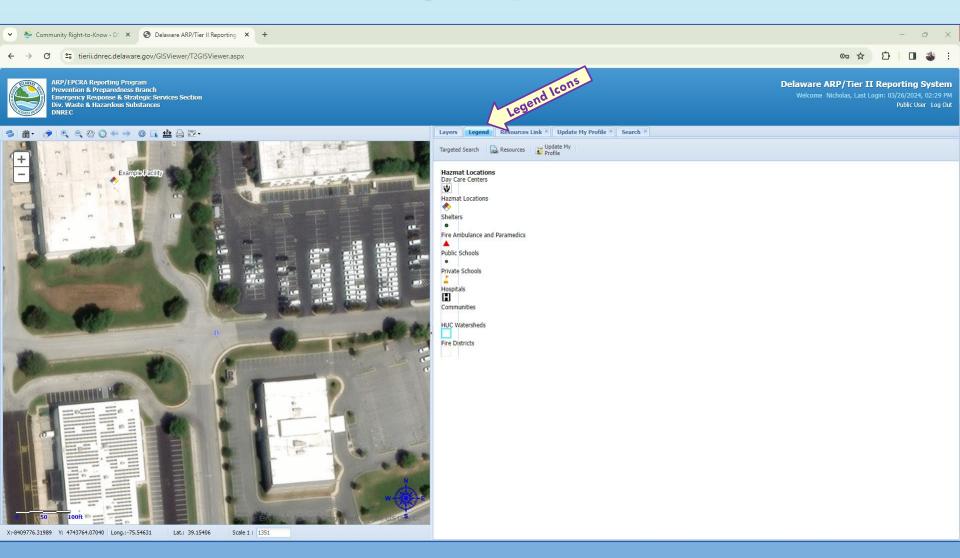
### **Map Layers**



The Layers tab shows features that can be displayed on the map. Fire District #'s are shown on map, key info for emergency planners/responders that use this info.

Check out what each layer does in our "Using the Map" document in the Resources Tab.

### Map Legend

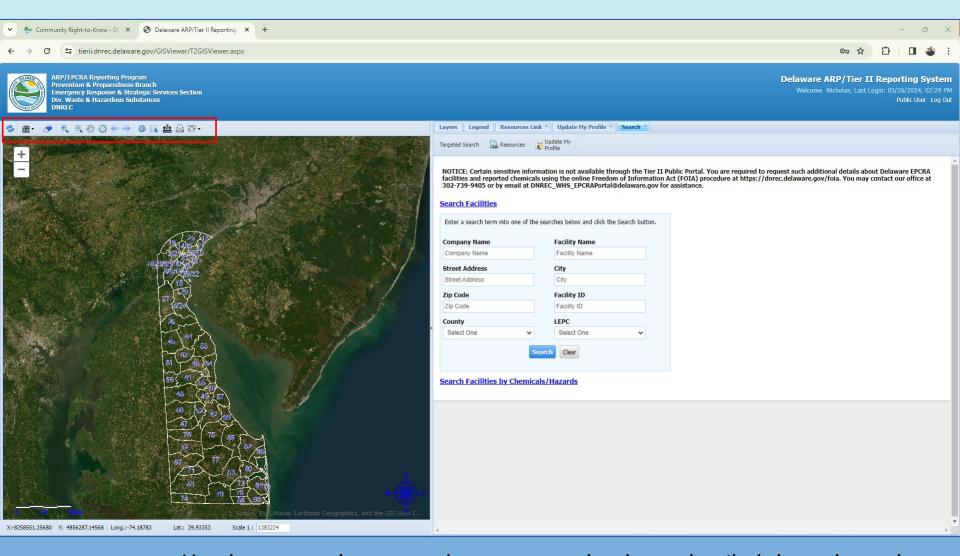


The Legend tab shows icons of map features depending on how far you zoom in on the map.

The Layer fields must be turned on for the Legend icon to show up.

Check out what each lcon means in our "Using the Map" document in the Resources Tab.

### **Map Tools**



Use the map tools to move the map around or learn detailed data about places. Check out what each tool does in our "Using the Map" document in the Resources Tab.

# **CONTACT US**

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### Thank You





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