

## **COMPLETING THE HAZARDOUS MATERIALS INVENTORY STATEMENT**

The Atlantic Beach Fire Department requires that the Hazardous Materials Inventory Statement (HMIS) be completed for the purpose of processing and issuing a Fire Department Permit for your facility. This information is entered into the Fire Department's Records Management System so that the code official and fire companies are aware of hazardous materials and/or processes at a given location. The following is a guide in completing the HMIS.

### **DOT NUMBER:**

This is an identification number assigned by the United States Department of Transportation (USDOT) to specific chemicals, compounds or materials in order to assist firefighters, police officers and other emergency response personnel who may be the first to arrive on the scene of an incident involving dangerous goods. This number in most cases can be found by a review of the Material Safety Data Sheet (MSDS).

### **CHEMICAL or TRADE NAME:**

This represents the actual name of the chemical of a product (i.e. Sodium Hydroxide, Methyl Ethyl Ketone, Sulfuric Acid, etc.) In some cases, there may be a mixture of several compounds that make up a product (i.e. "Super Clean", etc.). In these cases, a review of the MSDS may be required in order to obtain the name of the main chemical that constitutes the greatest hazard.

### **TYPE STORAGE:**

This is the type of container or vessel that the product is stored in. Use the following codes for determining the type of storage.

A – Above ground tank, outside	J – Bag
B – Below ground tank, outside	K – Box
C – Tank inside building	L – Cylinder
D – Steel Drum	M – Glass bottles or jugs
E – Plastic or non-metallic drum	N – Plastic bottles or jugs
F – Can	O – Tote bin
G – Carboy	P – Tank wagon
H – Silo	Q – Rail car
I – Fiber drum	R – Other

### **AMOUNT:**

- For liquids, list the amounts in liquid volume (i.e. quarts, gallons, liters, etc.).
  - For solids, list the amounts in weight measurement (i.e. ounces, pounds, etc.).
  - For compressed gases, list the amounts in gas volume (i.e. cubic feet, cubic meters, etc.).
- Some liquids are gases at normal room temperature such as Liquid Propane Gas (LP Gas), Liquid Oxygen, Liquid Nitrogen, etc. These materials may be shipped in weight measurements and listing these products as such is acceptable.

### **IN/OUT:**

Indicate whether the product is located inside or outside.

### **LOCATION:**

Use this column for indicating the general location of materials. Use the following codes for indicating location.

CC – Center Core	RR – Right Rear
CF – Center Front	LC – Left Center
RC – Right Center	LF – Left Front
RF – Right Front	LR – Left Rear