



Office of the President

MEMORANDUM

TO: Deans, Chairs and Directors  
FROM: Shirley Strum Kenny *ask*  
DATE: December 20, 2007  
SUBJECT: Homeland Security Chemical Standard Compliance

The US Department of Homeland Security has implemented a new requirement for all chemical users to inventory and report quantities of designated high risk chemicals. Stony Brook University is subject to this standard and is required to submit an inventory or risk civil penalties.

In order to gather this information, each department must perform a chemical assessment to inventory the designated high risk chemicals in each of their laboratories and other locations housing chemicals. The University has developed a web-based inventory system that each department must utilize to record inventories for each of their locations, or document that they do not have any of the designated chemicals. The inventory must be as accurate as possible and completed by January 31, 2008.

The web-based inventory can be accessed via a quick link on the EH&S homepage at: <http://www.stonybrook.edu/ehs>. Additional information and instructions for completing the inventory to comply with the new regulation can also be found on the EH&S homepage. A fact page is also included on the reverse side of this memo.

If you have any questions about completing the inventory or the regulation, please contact Gary Kaczmarczyk, Director, EH&S at 2-6410.

Thank you in advance for your cooperation.

cc: B. Chernow  
G. Kaczmarczyk  
Lab Safety Coordinators  
Department Administrators

## Chemical Facility Anti-Terrorism Standards Fact Sheet

The U.S. Department of Homeland Security (DHS) has promulgated rules on chemical security to prevent the intentional misuse of chemicals. These final rules were published in the *Federal Register* on 20 November 2007 designating 325 chemicals of interest. All facilities (including universities) must report if they have any of the DHS designated chemicals in an amount greater than its Screening Threshold Quantity (STQ) as listed in Appendix A of Part 27 of Title 6 of the *Code of Federal Regulations*.

### **How do these regulations affect Stony Brook University?**

- SBU will need to report the current or typical quantity of any of the listed chemicals above the STQs provided in Appendix A.
- DHS will provide SBU with a "risk tier" classification based on their assessment of the security risk of these chemicals and stored quantities.
- All covered facilities will be required to review risks and provide adequate security.

### **How will SBU comply with these new regulations?**

- The Department of Environmental Health and Safety (EH&S) is coordinating University compliance with the regulations.
- EH&S will collect information on the Appendix A chemicals from SBU departments, compile data for campus locations, and submit a Top Screen covering facilities with chemicals of interest above the published STQs.
- Based on the DHS tier classification, the location of chemicals, and quantities, EH&S will work with DHS and University departments to define covered facilities, and complete any required risk assessments.
- EH&S will work with any affected departments to create and implement Site Security Plans to comply with the regulations.

### **What will departments need to do?**

- Provide current information on any of the Appendix A chemicals that they possess. This will be done through a new DHS Regulated Chemical Inventory database that is accessible to departments through a "Quick Link" on the EH&S home page at > [www.stonybrook.edu/ehs](http://www.stonybrook.edu/ehs)
- Or properly dispose of listed chemicals prior to the deadline.
- Provide information on how retained listed chemicals are currently stored.
- Inform EH&S of the planned procurement of any of the listed chemicals prior to receipt.

### **Do we need to report if we do not have any of the listed chemicals?**

- Yes, all departments **must** report, through the database, even if they do not have any chemicals or labs.

### **What is the time frame?**

- The rule gives the University 60 days to compile information and report to DHS if we have regulated chemicals.
- Departments **must** complete reporting to EH&S for all labs, shops, and other workspaces housing listed chemicals by **January 31, 2008**.

### **Where can I find more information?**

- On the DHS Chemical Security page of the EH&S Website [www.stonybrook.edu/ehs](http://www.stonybrook.edu/ehs)

### **Who to contact with questions?**

- Your Department – Lab Safety Coordinator (See the EH&S Website for a list of coordinators)
- Department of Environmental Health and Safety – Kim Auletta 632-3032 or 632-6410 or [kim.auletta@stonybrook.edu](mailto:kim.auletta@stonybrook.edu)