



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

REGION 5

77 WEST JACKSON BOULEVARD
CHICAGO, IL 60604-3590

FEB 26 2009

REPLY TO THE ATTENTION OF:

SC-6J

CERTIFIED MAIL RETURN
RECEIPT REQUESTED

Minnesota Crop Production Retailers Assoc.
Contact: Jessie Brunnelle, Reg. Compliance Mgr.
7500 Flying Cloud Street - Suite 900
Eden Prairie, MN 55344

Dear Mr. Brunnelle:

Under the Clean Air Act (CAA) 112(r), facilities are required to submit a Risk Management Plan (RMP) if they use, produce, or store a regulated substance in any one process. June 2009, represents the 5 year update anniversary for many companies in your state and/or industry with reporting requirements under RMP regulations. The initial submission date for RMPs was "on or before June 21, 1999." EPA Region 5's Chemical Emergency Preparedness and Prevention Program (CEPP) has embarked upon an initiative to remind companies of their reporting obligations and would like to solicit your assistance in this effort.

Specifically, §68.190, requires that facilities revise and update their RMP within 5 years of the initial submission or most recent update. If a facility is no longer subject to the RMP rule, it must submit a revised registration to EPA within 6 months explaining that it is no longer covered.

Even though CEPP, in conjunction with our National program office, plans to directly contact companies through several types of media, we are requesting that you remind your membership of the reporting requirement/ deadline in your newsletter, web page, or at related conferences or meetings.

My staff is available to participate at industry or association sponsored events. They can provide information on who is required to submit a RMP, provide an overview of the RMP rule, and discuss deficiencies commonly found in RMPs.

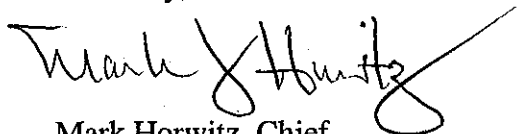
Additionally, my staff can address the new online submittal program that will be available to use by spring of 2009. This program, known as E-Submit, gives companies access to an easy-to-use online database which they can use to submit and update their RMP. A fact sheet regarding the new program is attached. More information on E-Submit is available at:

http://www.epa.gov/emergencies/content/rmp/rmp_submit_2009.htm.

CEPP appreciates the work you do with the companies within your states and industry. We look forward to helping you provide them with the proper tools needed to achieve compliance with the RMP regulations.

If you have questions or would like to schedule the services of my staff, I can be contacted at (312) 353-9045 or Horwitz.Mark@epa.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Horwitz", with a long, sweeping flourish extending to the right.

Mark Horwitz, Chief
Chemical Emergency
Preparedness and Prevention Section
U.S. Environmental Protection Agency
Region 5, Mail Code SC-6J
77 W. Jackson Blvd.
Chicago, IL 60604

Enclosure: What's New in RMP Reporting for 2009?



WHAT'S NEW IN RISK MANAGEMENT PLAN (RMP) REPORTING FOR 2009?

- You will submit RMPs online via EPA's secure website which manages thousands of data submissions from states and industry.
- You will use RMP*eSubmit, which will be available in early 2009.
- Online reporting simplifies the process. It saves you time, and improves data quality and security.
- EPA uses industry-standard technology, including encryption used by most commercial banks, as well as stringent user ID and password protocols to protect your information.
- You will be able to access your RMP online at anytime.
- In June 2009, we estimate that approximately 8,000 RMP facilities are due for the five-year update of their Risk Management Plans.

HOW CAN I ACCESS RMP*eSubmit?

- If you have submitted an RMP previously, you will receive a letter from EPA with directions regarding how to resubmit your RMP online. You do not need to contact the EPA RMP Reporting Center at this time.
- If you are submitting an RMP for the first time, you will find instructions on www.epa.gov/emergencies.

HOW DO I KNOW WHEN I NEED TO RESUBMIT MY RMP?

- RMPs must be fully updated and resubmitted at least every five years. Under certain circumstances, RMPs must be updated and resubmitted before their five-year anniversary (see 40 CFR §68.190(b)).
- Your five-year anniversary date is listed in our notification letter which was sent to you after you submitted your last RMP.

ARE THERE ANY OTHER REQUIREMENTS BESIDES RESUBMITTING MY RMP?

- In addition to updating your facility's RMP at least every five years or when other specified update circumstances occur, the rule also requires you to perform other recurring activities to ensure that your risk management program is current. These activities include, among other things, providing employee refresher training, performing compliance audits, and updating your safety information, hazard review (or process hazards analysis), operating procedures, and offsite consequence analysis.

WHERE DO I GO FOR MORE INFORMATION?

- <http://www.epa.gov/emergencies/rmp> will be updated as new information becomes available.
- You can also sign up for our list serve to receive periodic updates:
www.epa.gov/emergencies/newsroom.htm#listservs