

# Chemical Inventory List

To comply with the Emergency Planning Community Right-To-Know Act (EPCRA), mandated by Federal law, all chemicals on URI property must be inventoried. The law requires that the local fire department be informed of the types, quantities, and locations of these chemicals. To accomplish this task, the Chemical Inventory List (CIL) was developed.

The CIL requires detailed information concerning the chemical, i.e., type, quantity, location, etc. All information requested on the CIL must be provided. In lieu of using the CIL form, a computer-generated version will be accepted; but all information requested on the CIL form must be given. The following information is needed to complete the CIL:

**Branch ID:**

The name of the proprietary branch.

**Inventory Supervisor:**

The name of the employee responsible for the branch chemical inventory.

**Branch Mail Address:**

The mailing address of the inventory supervisor.

**Phone:**

The phone number

**Date of Inventory:**

The date the inventory was completed.

**Page ( ) of ( ):**

The current page number, then the total number of pages.

**Actual Count:**

The actual number or count of containers present.

**Maximum Amount Anticipated:**

The largest number of containers that could possibly be on hand at any one time.

**Chemical Name:**

The scientific designation of a substance (not the chemical formula).

**Common Name:**

The trade name or number, code name or number, brand name or generic name.

**Container:**

*SIZE* of the rated capacity of the container (not how much of the substance is in the container).

*TYPE*--print the code letters for the construction and material of the container (codes for containers can be found on the back of the CIL form).

**Physical State (PS):**

The physical state of the substance (physical state codes are on the back of the CIL form).

**CAS Number:**

The chemical abstract service number

**Manufacturer:**

The name of the company that produced the chemical or substance.

**NFPA Rating:**

The National Fire Protection Association rating. A numerical code that rates the substance according to HEALTH, FLAMMABILITY, REACTIVITY, AND SPECIFIC hazards.

**Location:**

The room number where the chemical or substance is stored/used.

**MSDS:**

Is a MATERIAL SAFETY DATA SHEET on hand for the substance in your department?