



# Sioux Falls Fire Rescue



Fire Prevention Division  
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## Fire & Life-Safety Checklist: Hazardous Materials

Prevention, control and mitigation of dangerous conditions related to storage, dispensing, use and handling of hazardous materials shall be in accordance with all applicable federal, state and local regulations: Superfund Amendments and Reauthorization Act of 1986 (SARA) Title III, South Dakota Codified Law (SDCL); Sioux Falls Fire Rescue Administrative Policy (360.3 - Tier I and II Submittal Processing), and all applicable chapters of the Fire Code of Sioux Falls.

### Exceptions:

1. In retail or wholesale sales occupancies, the quantities of medicines, foodstuffs, consumer or industrial products and cosmetics containing not more than 50 percent by volume of water-miscible liquids and with the remainder of the solutions not being flammable shall not be limited, provided such materials are packaged in individual containers not exceeding 1.3 gal.
2. Quantities of alcoholic beverages in retail or wholesale sales occupancies shall not be limited providing the liquids are packaged in individual containers not exceeding 1.3 gal.
3. Application and release of pesticide and agricultural products and materials intended for use in weed abatement, erosion control, soil amendment or similar applications when applied in accordance with the manufacturers' instructions and label directions.
4. The off-site transportation of hazardous materials when in accordance with Department of Transportation (DOT) regulations.
5. Building materials not otherwise regulated by The Fire Code of Sioux Falls.
6. Corrosives utilized in personal and household products in the manufacturers' original consumer packaging in Group M occupancies.
7. The storage of distilled spirits and wines in wooden barrels and casks.

- A hazardous materials management plan (HMMP) ( Figure 1) is required from all businesses within the community for any of the following:

1. Any amount of the following materials are stored or used:
  - a. Highly Toxic (liquid, solid or gas)
  - b. Toxic (liquid, solid or gas)
  - c. Pyrophoric (liquid, solid or gas)
  - d. Class 3 and 4 Oxidizers (liquid or solid)
  - e. Class I and Class II Organic Peroxides (liquid or solid)
  - f. Class 3 and Class 4 Unstable (liquid or solid)
  - g. Unstable Gases
  - h. Class 3 Water Reactive (liquid or solid)
2. All hazardous (Group H) occupancies.
3. All buildings utilizing more than one control area.
4. All facilities storing or using hazardous materials in excess of the following:
  - a. More than 500 lbs. aggregate of any regulated solids.
  - b. More than 55 gal. aggregate of any regulated liquids.
  - c. More than 200 cuft. aggregate of any regulated gases.

All other facilities storing or using hazardous materials that do not meet any of the above criteria must submit a hazardous materials inventory statement (HMIS)(Figure 2).

*\*Note: Common cleaning and office supplies, though regulated, do not require an HMMP or an HMIS when stored or used in amounts required for day to day janitorial or clerical purposes.*

- Material Safety Data Sheets (MSDS) shall be readily available on the premises for hazardous materials. When a hazardous substance is developed in a laboratory, available information shall be documented.
- Unless otherwise exempted, visible hazard identification signs as specified in NFPA 704 for the specific material contained shall be placed on stationary containers and above-ground tanks and at entrances to locations where hazardous materials are stored, dispensed, used or at specific entrances and locations designated by the fire code official.
- Individual containers, cartons or packages shall be conspicuously marked or labeled in an approved manner. Rooms or cabinets containing compressed gases shall be conspicuously labeled: COMPRESSED GAS.

## **HAZARDOUS MATERIALS MANAGEMENT PLAN (HMMP) AND HAZARDOUS MATERIALS INVENTORY STATEMENT (HMIS) INSTRUCTIONS**

**Figure 1: HMMP** (Example, refer to the 2012 International Fire Code: Appendix H, Section H104, Figures 1-3)

### Part A

1. Fill out items and sign the declaration.
2. Part A of this section is required to be updated and submitted annually, or within 30 days of a process or management change.

### Part B—General Facility Description/Site Plan

Provide a site plan on 8 1/2 by 11 inch (215 mm by 279 mm) paper, showing the locations of all buildings, structures, outdoor chemical control or storage and use areas, parking lots, internal roads, storm and sanitary sewers, wells and adjacent property uses. Indicate the approximate scale, northern direction and date the drawing was completed.

### Part C—Facility Storage Map

1. Provide a floor plan of each building identified on the site plan as containing hazardous materials on 8 1/2-inch by 11-inch (215 mm by 279 mm) paper, identifying the northern direction, and showing the location of each storage and use area.
2. Identify storage and use areas, including hazard waste storage areas
3. Show the following:
  - 3.1. Accesses to each storage and use area
  - 3.2. Location of emergency equipment
  - 3.3. Location where liaison will meet emergency responders
  - 3.4. Facility evacuation meeting point locations
  - 3.5. The general purpose of other areas within the building
  - 3.6. Location of all aboveground and underground tanks to include sumps, vaults, below-grade treatment systems, piping, etc.
  - 3.7. Show hazard classes in each area
  - 3.8. Show locations of all Group H occupancies, control areas, and exterior storage and use areas
  - 3.9. Show emergency exits

**Figure 2: HMIS** (Example, refer to the 2012 International Fire Code: Appendix H, Section H104, Figures 4-5)

### 1. HMIS Summary Report

- 1.1. Complete a summary report for each control area and Group H occupancy
- 1.2. The storage summary report includes the HMIS Inventory Report amounts in storage, use-closed and use-open conditions
- 1.3. Provide separate summary reports for storage, use-closed and use-open conditions
- 1.4. IBC/IFC Hazard Class
- 1.5. Inventory Amount [solid (lbs.), liquid (gal.), gas (cu ft., gal. or lbs.)]
- 1.6. IBC/IFC Maximum Allowable Quantity per control area (MAQ). (If applicable, double MAQ for sprinkler protection and/or storage in cabinets. For wholesale and retail sales occupancies, go to Tables 5003.11.1 and 5704.3.4.1 of the International Fire Code for MAQs.).

### 2. HMIS Inventory Report

- 2.1. Complete an inventory report by listing products by location
- 2.2. Product Name
- 2.3. Components (for mixtures specify percentages of major components if available)
- 2.4. Chemical Abstract Service (CAS) Number (for mixtures list CAS Numbers of major components if available)
- 2.5. Location (identify the control area or, if it is a Group H occupancy, provide the classification, such as H-2, H-3, etc.)
- 2.6. Container with a capacity of greater than 55 gallons (208 L). (If product container, vessel or tank could exceed 55 gallons, indicate yes in column).
- 2.7. Hazard Classification (list applicable classifications for each product)
- 2.8. Stored (amount of product in storage conditions)
- 2.9. Closed (amount of product in use-closed systems)
- 2.10. Open (amount of product in use-open systems)

If you have additional questions concerning fire inspections, please contact us at 367-8093.