The South Carolina Department of Health and Environmental Control (DHEC) is requiring the use of E-Plan to satisfy the State's Tier II reporting requirements. E-Plan is a highly secure, web-based information system that holds facility-specific hazard information from numerous sources. Facilities have to sign up for an account in E-Plan and authorize a user to have access to the system. Facilities can enter information directly into E-Plan or import the Tier II Submit files into E-Plan. **We no longer accept other reporting methods**. E-Plan has online training on their website.

How is E-Plan's Online Tier II Reporting System different from EPA's Tier2 Submit Software?

The E-Plan's Online Tier II Reporting System is fully compatible with the Tier2 Submit Software developed by EPA. If you prepare your Tier II reports using the Tier2 Submit Software, you can import the reports directly into E-Plan. However, you do not have to use Tier2 Submit Software to use E-Plan. One advantage of entering your data directly into E-Plan's Online Tier II Reporting System instead of Tier2 Submit is that you do not have to install any software on your machine to submit your data. With no software, there are no facility based software updates required every year. Also, E-Plan's Online Tier II Reporting System allows you to retrieve your submission from any computer with the security of an Access ID and password that is known only to you.

When is the Tier II reporting year?

The Tier II reporting year is always one year before the current year (e.g. filing deadline March 1, 2011 for January 1 through December 31, 2010). Tier II reports may be submitted any time between January 1 and March 1; avoid the rush and file early.

 How do I start using E-Plan's Online Tier II Reporting System?

You can start a new submission by going to the E-Plan's Online Tier II Reporting System web site at http://tier2.erplan.net. It will redirect to https://erplan.net/eplan/onlinefiling/filingLogin.htm, which is the actual URL for filing.

Once at the Welcome to E-Plan's Online Tier II Reporting System page, click on the "Register Now" link to create a new Access ID. You will be prompted to enter a password twice, the name of the submitter, and a valid email address for your submission. The password will protect your submission against unauthorized access.

Note:

The E-Plan's Online Tier II Reporting System will not allow you to submit your Tier II data to E-Plan until the "Submission Validation Report" indicates all required fields are correct and the "Upload Data to E-Plan" button has been pressed.

Once your Tier II data is submitted to E-Plan, the system will send you the confirmation email message stating your submittal was received. Attached with the email is a copy of the facility's Tier2 Online Submission Report saved as a PDF file.