

Toxic Chemical Release Inventory



Toxic Chemical Release Inventory System (TRIS) Information Retrieval Users Guide



Office of Toxic Substances

U.S. ENVIRONMENTAL PROTECTION AGENCY



Printed on Recycled Paper

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1 INTRODUCTION

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1 INTRODUCTION

1.1 What is SARA?

In 1986, Congress passed the Superfund Amendments and Reauthorization Act, or SARA. Title III of SARA, known as the Emergency Planning and Community Right-to-Know Act (EPCRA), mandates in Section 313, that an inventory of toxic chemicals released into the air, water, or land must be maintained by the Environmental Protection Agency (EPA). It also mandates that the EPA must make this information available to the public.

1.2 What Is TRIS?

TRIS stands for the Toxic Chemical Release Inventory System. It is the computer system used by the Environmental Protection Agency to track the annual estimated release of toxic chemicals into the environment. It serves as a management tool used by the EPA to simplify the collection and organization of toxic chemical release data received from industries regulated under SARA.

1.3 What Type of Information Is Available in TRIS?

TRIS contains information about the releases and transfers of over 300 different toxic chemicals. This includes information, such as, CAS Number and chemical name, company name, amount of the chemical released or transferred off-site, medium released into (air, water, land...), Standard Industrial Classification (SIC) code, activity and use of the toxic chemical, technical and public contacts, waste treatment information, and the locations to which chemicals are transferred.

1.4 How is Information Received?

Companies which must report under this rule complete EPA's Form R. Information contained on the Form R may be submitted by the reporting companies on magnetic tape or floppy disk. This information is then sent to the EPCRA Reporting Center in Washington, D.C.

1.5 How is Information Prepared for Access?

Form Rs are received at the EPCRA Reporting Center for processing. The information on each Form R is keyed by data entry personnel into the TRIS Data Entry System. The TRIS Data Entry System is a menu driven data entry and tracking system located on a PC local area network. If the information is submitted on floppy disk or magnetic tape, the information is simply electronically read into the TRIS Data Entry System. Once the data are entered, it is checked for accuracy against the submission. Then it is transferred to the IBM ES/9000 at EPA's National Computer Center (NCC) in Research Triangle Park, North Carolina.

1.6 How Much Information is Available in TRIS?

TRIS currently contains information for three reporting years; 1987, 1988, and 1989. Companies throughout the U.S. and its territories (District of Columbia, Guam, Puerto Rico, American Samoa, the U.S. Virgin Islands, and the Commonwealth of Northern Marianas Islands) submitted TRI Form Rs in the quantities shown on the following page.

<u>Year</u>	<u>Companies</u>	<u>Submissions</u>	<u>Pounds*</u>	
1987	19,897	79,057	21 billion	* Note that changes in chemicals for which reporting is required, account for a substantial amount of the differences between years
1988	21,404	84,693	8.2 billion	
1989	22,641	82,513	5.8 billion	

The above figures are current on the date this document was produced. These statistics will change as TRIS is updated (i.e., new submissions added and existing submissions revised).

1.7 Who Can Access TRIS?

EPA (headquarters and regions), states and their contractors may access TRIS directly through the NCC IBM ES/9000 mainframe computer. The public may access toxic release inventory information via "other means" including microfiche at public libraries, through TOXNET at the National Library of Medicine, magnetic tape and other computer products from the National Technical Information Service (NTIS) or the U.S. Government Printing Office (GPO), and EPA's published national report (a summary of the data submitted).

1.8 TRIS Direct Access Users

Authorized users around the country may access the TRI database on the NCC's IBM ES/9000, using a direct connect 327x terminal or by using a terminal or PC connected to the mainframe via a modem. However, the user must have a NCC IBM User ID and a TRIS account to access the system. To obtain a User ID or TRIS account, contact your Regional Account Manager listed in Appendix G. A new user will need to become familiar with the mainframe access procedures, described in Section 2, Access to TRIS.

1.9 Access via "Other Means"

Although the public does not have direct access to the TRI database on NCC's IBM ES/9000, access is provided a number of ways, including: on microfiche at many public libraries, through TOXNET at the National Library of Medicine, on magnetic tape or other computer products from the National Technical Information Service (NTIS) or the U.S. Government Printing Office (GPO), and in EPA's published national report summarizing the data submitted.

1.10 System Administration

The Office of Toxic Substances (OTS), Information Management Division (IMD) has been given the responsibility to receive and process industry submissions as a result of Title III of the Superfund Amendments and Reauthorization Act (SARA).

The TRI System is administered and maintained by the Non-Confidential Systems Section (NCSS), Public Data Branch (PDB) that is within the Information Management Division (IMD) of OTS.

1.11 TRIS User Support

TRIS User Support is a team of dedicated professionals available to all TRIS users connected to the IBM ES/9000 accessing the EPA internal database. It is based at the EPA Headquarters in Washington, D.C. General questions about the ES/9000 machine (such as resetting passwords) should still be referred to NCC User Support. Answering questions, providing current updates on TRIS, and receiving feedback from users make up the backbone of TRIS User Support.

You can request assistance by:

1. Calling the TRIS User Support Telephone number: (202) 260-9419
2. Sending requests to the TRIS FAX number: (202) 260-4655
3. Sending requests to EPA MAIL address: TRIS.USER.SUPPORT or EPA74013
4. Using the TRIS Online User Support Function (see Section 9 of this document)

1.12 Special Requests

TRIS User Support will handle most special requests for ad hoc programming. Ad hoc requests can be produced for users who require unique or highly complex data searches that are not available through the TRIS menu driven system.

TRIS User Support can run complex reports but need detailed specifications from the user. It is very important to have all the necessary information. Specifications include search criteria, special calculations, and report or file format.

1.13 Requests For Printed Material

TRIS User Support handles requests for printed materials including:

- TRIS Information Retrieval Users Guide
- Extract File Specifications
- TRIS Quick Reference Card
- Training materials
- ADABAS File Definitions
- Newsletters
- Updates on the latest enhancements
- NLM Tape Specifications
- GPO/NTIS Tape Specifications

1.14 Answer All Questions

TRIS User Support will answer all kinds of questions including:

- Logon/logoff procedures specific to TRIS
- How to access TRIS
- Explanations of screens on the system
- How to find specific information in the system
- How to search the system online
- How to request a batch report (printed report)
- Explanations of error messages
- Discussions on Data Quality, Data Linkage, & Data Integration
- What to do if you find errors in TRIS data
- What is the status of data entry/how many submissions have been received
- Information on training schedules
- What types of training materials are available

1.15 NCC User Support

The National Computer Center (NCC) is one of the largest, most modern computer centers in the nation. One of its primary missions is to support the Environmental Protection Agency in applications, such as the TRIS database. NCC set up a User Communications Center to provide adequate support for the users of TRIS and other applications.

User Support through the User Communications Center is the primary point of contact between any TRIS end user and the NCC IBM facility. Your calls are screened by an experienced technician who will decide which NCC specialist or department can best handle your problem. Besides the User Communications Center located in Raleigh, North Carolina; Washington D.C. area users have support available to them through the Washington Information Center (WIC) Network Support Group.

The NCC User Support group handles problems and questions such as getting your password reset, communications problems (dialing out), and access to the IBM ES/9000.

The numbers to call for this support are:

Washington, D.C.	260-HELP
In North Carolina	(919)-541-7862
FTS	629-7862
Outside North Carolina	(800)-334-2405

For more information on the National Computer Center and its services, a manual entitled Guide to NCC Services is available. This is an excellent manual distributed by NCC. You may obtain a copy by calling NCC User Support. Users will need to supply their name, address, phone number, and User ID.

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2 ACCESS TO TRIS

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2 ACCESS TO TRIS

TRIS is stored on an IBM ES/9000 mainframe computer located at EPA's National Computer Center (NCC) in Research Triangle Park, North Carolina. To access TRIS, you must have the following:

- a computer terminal
- a mainframe user ID
- permission to use TRIS

If you do not have a mainframe user ID or access to TRIS, call TRIS User Support at (202) 260-9419 for the name and phone number of your Account Manager. All other mainframe computer questions may be directed to NCC User Support at:

FTS	629-7862
Inside North Carolina	(919) 541-7862
Outside North Carolina	(800) 334-2405

Your computer terminal may be hardwired (synchronous) or a microcomputer equipped with a dial-up modem. A microcomputer must run communications software like Crosstalk or Procomm that can emulate a full-screen terminal. TRIS cannot be accessed by a TTY (teletype) terminal.

The following instructions describe how to access TRIS using a hardwired terminal. If your terminal is not hardwired to the NCC Mainframe, refer to the Guide to NCC Services (available from NCC User Support) for assistance with other communications methods.

2.1 TSO Logon Procedure

- 1) Turn on the hardwired terminal; the Telecommunications Network Logon screen (Figure 2-1) will appear. Type **TSO** and press <ENTER>.

NETMAIN	U.S. Environmental Protection Agency Menu System	Date: 05/14/91 Time: 14:30:06 Terminal: T2312611 Logmode: S3278R2
Please enter selection or command and then press ENTER.		
1. INFORMATION News Alerts and User Memos 2. SYSTEM MENU System Selection Menu 3. MAIL EPA Electronic Mail for 3270 4. APPLICATIONS EPA Applications Menu 5. INTER-AGENCY Inter-Agency Applications Menu		
Command ==> TSO F1/F13=Help F5/F17=Refresh F12/F24=Cancel		

Figure 2-1

- 2) At the TSO/E Logon screen (Figure 2-2), type your three character *User ID* and press <TAB> to advance to the PASSWORD field. Type your *PASSWORD* and press <ENTER>. (If previously supplied, *PROCEDURE*, *ACCT NMBR*, and *FIMAS* are entered automatically). See Appendix A for an explanation of these terms.

```

----- EPA2 TSO/E LOGON -----T2312611
PF1/PF13 ==> Help   PF3/PF15 ==> Logoff   PA1 ==> Attention   PA2 ==> Reshow

      ENTER LOGON PARAMETERS BELOW:                RACF LOGON PARAMETERS:

      USERID      ==> ABC
      PASSWORD     ==>
      PROCEDURE    ==>
      ACCT NMBR    ==>
      FIMAS        ==>
      SIZE         ==>
      COMMAND      ==>

      NEW PASSWORD ==>
      GROUP IDENT  ==>
      BIN NUMBER   ==>
      SYSOUT DEST  ==>

      ENTER A "S" BEFORE EACH OPTION DESIRED BELOW

      -NOMAIL      -NONOTICE      -NOSUMMARY      -CANCEL
  
```

Figure 2-2

- 3) A logon confirmation message (Figure 2-3) will appear followed by three asterisks. Press <ENTER> to continue.

```

ICH70001I ABC          LAST ACCESS AT 14:31:36 ON WEDNESDAY, MARCH 27, 1991
IKJ56455I ABC LOGON IN PROGRESS AT 14:32:39 ON MAY 14, 1991
ARC1020I DFHSM IS RECALLING FROM TAPE DSN=HLRTRID.TABLES, YOU MAY CANCEL WAIT
FOR RECALL BY PRESSING THE ATTENTION KEY.
ARC0612I VOLUME MOUNT ISSUED FOR RECALL OR RECOVER OF ABCTRID.TABLES
***
  
```

Figure 2-3

- 4) System News Alert messages (Figure 2-4) will appear followed by a READY prompt. Type NATP and press <ENTER>.

```

91/05/09: POSSIBLE MISPLACED PRINT OUTPUT      - SEE NEWS ALERT4
91/05/01: RACE VERSION 1.9                     - SEE NEWS ALERT1
91/04/17: MEMORIAL DAY HOLIDAY SCHEDULE        - SEE NEWS ALERT3
91/03/27: SUPPORT FOR ADAMINT PROGRAMS WILL END - SEE NEWS ALERT9
91/02/27: CHANGE IN ARCHIVAL OF DATA SETS (UPDATE) - SEE NEWS ALERT2
READY
NATP
    
```

Figure 2-4

- 5) The NATURAL Logon Procedure screen (Figure 2-5) will appear. At the APPLICATION-ID prompt, type TRISONLN and press <ENTER>.

```

***** NATURAL LOGON PROCEDURE *****

ENTER APPLICATION-ID: TRISONLN      USER-ID: ABC

FOR A LIST OF APPLICATIONS CURRENTLY AVAILABLE FOR SELECTION,
ENTER '??' AS THE APPLICATION-ID.

TO TERMINATE NATURAL, ENTER 'FIN' AS THE APPLICATION-ID.

FOR MORE HELP, ENTER A '?' AS THE APPLICATION-ID.
    
```

Figure 2-5

- 6) The TRIS Welcome screen (Figure 2-7) will appear. Press <ENTER> to continue.

```

PGM: TRISLOGO          U. S. ENVIRONMENTAL PROTECTION AGENCY          05/14/91
MAP: LOGOMAP1          OFFICE OF TOXIC SUBSTANCES                     14:35:29

TTTTTTTTTTTTTTT      RRRRRRRRRR      IIIIIIIIII      SSSSSSS
TTTTTTTTTTTTTTT      RRRRRRRRRRRR      IIIIIIIIII      SSSSSSSSSSS
TTTTTTTTTTTTTTT      RRRRRRRRRRRRRR      IIIIIIIIII      SSSSSSSSSSSSSS
      TTTT      RRRR      RRRRR      IIII      SSSS      SSS
      TTTT      RRRR      RRRR      IIII      SSSS      SSS
      TTTT      RRRR      RRRR      IIII      SSSS
      TTTT      RRRR      RRRRR      IIII      SSSS
      TTTT      RRRRRRRRRRRRRR      IIII      SSSSS
      TTTT      RRRRRRRRRRRRRR      IIII      SSSSS
      TTTT      RRRR RRRR RELEASE 3.0 IIII      SSSSS
      TTTT      RRRR RRRR      IIII      SSS      SSSS
      TTTT      RRRR      RRRR      IIII      SSS      SSSS
      TTTT      RRRR      RRRR      IIIIIIIIII      SSSSSSSSSSSSS
      TTTT      RRRR      RRRR      IIIIIIIIII      SSSSSSSSSS
      TTTT      RRRR      RRRR      IIIIIIIIII      SSSSSSSS

Welcome to TRIS, user name , Press <ENTER> for System Messages

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
CONT                                          EXIT

```

Figure 2-7

- 7) The TRIS System Message screen (Figure 2-8) will appear containing submission statistics and other important information. Press <ENTER> to continue.

```

PGM: TRISLOGO          TOXIC RELEASE INVENTORY SYSTEM          05/14/91
MAP: LOGOMAP2          SYSTEM MESSAGE SCREEN                  14:35:40

On 4/26/91, TRIS Release 3.0 was installed on the NCC ES/9000. This
release contains many new features designed to make the system easier
to use and more productive. Some of these features are:
> Field level HELP with pop-up windows
> Use of wildcard (*) in searching
> Addition of 5,000 chemical synonyms
> Online searches with multiple cities, counties, and CAS number
> Selection criteria remain on screen when returning from display
> New function: DATA OFFLOAD
> New function: TUTORIAL
> New function: USER SUPPORT
> Leading zeroes no longer needed for CAS numbers.
> And much more.....Many enhancements resulted from your comments.
Please continue to inform us on how we can improve the system.
*****
Reporting Year      *1987*      *1988*      *1989*
Number of Submissions  79,057      84,693      82,513

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
CONT                                          EXIT

```

Figure 2-8

8) TRIS Data Retrieval Menu (Figure 2-8) will appear. Options are discussed in detail in individual sections in this document. Please refer to:

- Section 5 Online Queries
- Section 6 Batch Reports
- Section 7 Data Offload
- Section 8 Tutorial
- Section 9 User Support

MAP: TRM000M1	DATA RETRIEVAL MENU	09:53:41
<p>1 ONLINE QUERIES</p> <p>2 BATCH REPORTS</p> <p>3 DATA OFFLOAD</p> <p>4 TUTORIAL</p> <p>5 USER SUPPORT</p> <p>X EXIT SYSTEM</p>		
<p>Key selection and press <ENTER> ==> _</p>		
<p>Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---</p> <p>HELP EXIT</p>		

Figure 2-8

2.2 TSO Logoff Procedure

- 1) At the Data Retrieval menu, type X and press <ENTER>, or press <PF12/24>.
- 2) At the READY prompt, type LOGOFF and press <ENTER>.
- 3) The Telecommunications Network Logon screen (Figure 2-1) will be redisplayed.
- 4) To exit the Network Logon screen, turn off the hardwired terminal.

2.3 CICS Logon Procedure

- 1) Turn on the hardwired terminal. The Telecommunications Network Logon screen (Figure 2-9) will appear. Type **PCICS** and press **<ENTER>**.

Menu System		Time: 16:19:49
		Terminal: T2312628
		Logmode: S3278R2
Please enter selection or command and then press ENTER.		
1. INFORMATION	News Alerts and User Memos	
2. SYSTEM MENU	System Selection Menu	
3. EMAIL	EPA Electronic Mail for 3270	
4. APPLICATIONS	EPA Applications Menu	
5. INTER-AGENCY	Inter-Agency Applications Menu	
Command ==> PCICS		
F1/F13=Help F5/F17=Refresh F12/F24=Cancel		

Figure 2-9

- 2) At the prompts (Figure 2-10), type your **USER ID** and press <ENTER>. (If previously supplied, **ACCOUNT**, **FIMAS**, and **GROUP** are entered automatically.) Type your **PASSWORD** and press <ENTER>.

```

                                PRODUCTION CICS                                NETNAME= T2312628

    USERID: ABC

    ACCOUNT:

    FIMAS ID:

    GROUP:

    PASSWORD:

    NEW PASSWORD:                (OPTIONAL)

    INITIAL TRANSACTION:

    - NO NEWS                    (ENTER ANY CHARACTER TO SUPPRESS NEWS ALERTS)

    PF1/13: HELP      PF3/15 OR CLEAR: TERMINATE SIGNON      PF12/24: LOGOFF
  
```

Figure 2-10

- 3) The News Alert screen (Figure 2-11) will appear. Press <PF3/15> to continue.

```

                                CICS - NEWS ALERT FACILITY

    PREFIX:                (CICS, ADAB, ALERT, OR BLANK FOR ALL)

    -- 91/05/24 RACF VERSION 1.9 (UPDATE)                                ALERT1
    -- 91/05/29 JOB OUTPUT LOST                                           ALERT10
    -- 91/02/27 CHANGE IN ARCHIVAL OF DATA SETS (UPDATE)                ALERT2
    -- 91/05/28 POSSIBLE DATA LOSS ON USR201 AND OVH009                  ALERT3
    -- 91/05/22 PIE/TSO UPGRADE                                           ALERT4
    -- 91/05/29 POSSIBLE DATA LOST ON USS113                             ALERT5
    -- 91/05/15 POSSIBLE DATA LOSS ON USS055                             ALERT6
    -- 91/05/15 ADABAS SQL VERSION 1.4.1 IMPLEMENTATION                  ALERT7
    -- 91/05/20 POSSIBLE DATA LOSS ON VSAM03                             ALERT8
    -- 91/03/27 SUPPORT FOR ADAMINT PROGRAMS WILL END                     ALERT9

    PF1/13: HELP  PF3/15: END  ENTER: VIEW  PF7/19: PREV PAGE  PF8/20: NEXT PAGE
  
```

Figure 2-11

- 4) A blank screen (Figure 2-12) will appear. Type NATP and press <ENTER>.

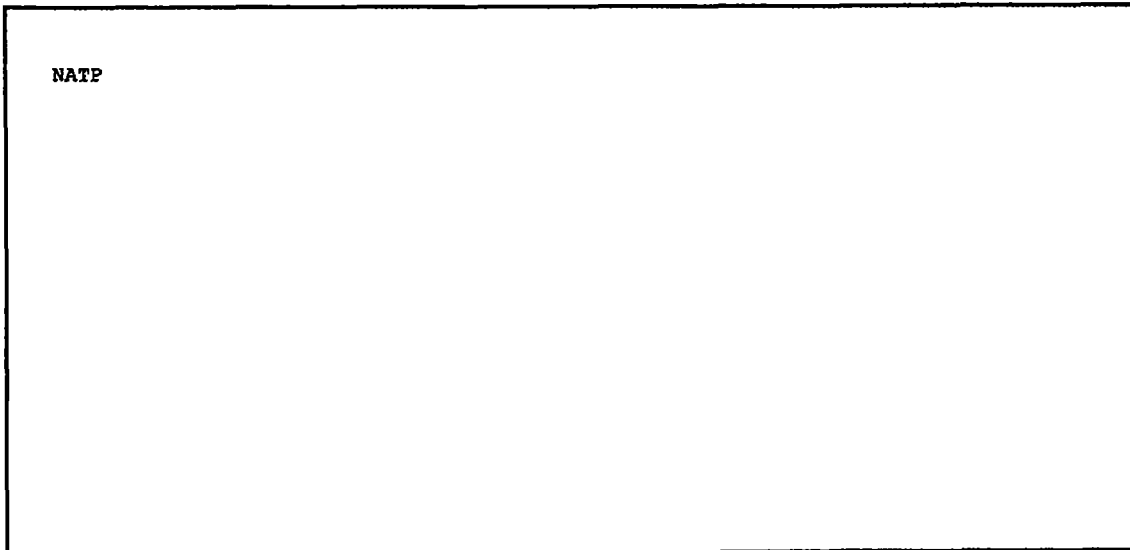


Figure 2-12

- 5) The NATURAL Logon Procedure screen (Figure 2-13) will appear. At the APPLICATION-ID prompt, type TRISONLN and press <ENTER>.

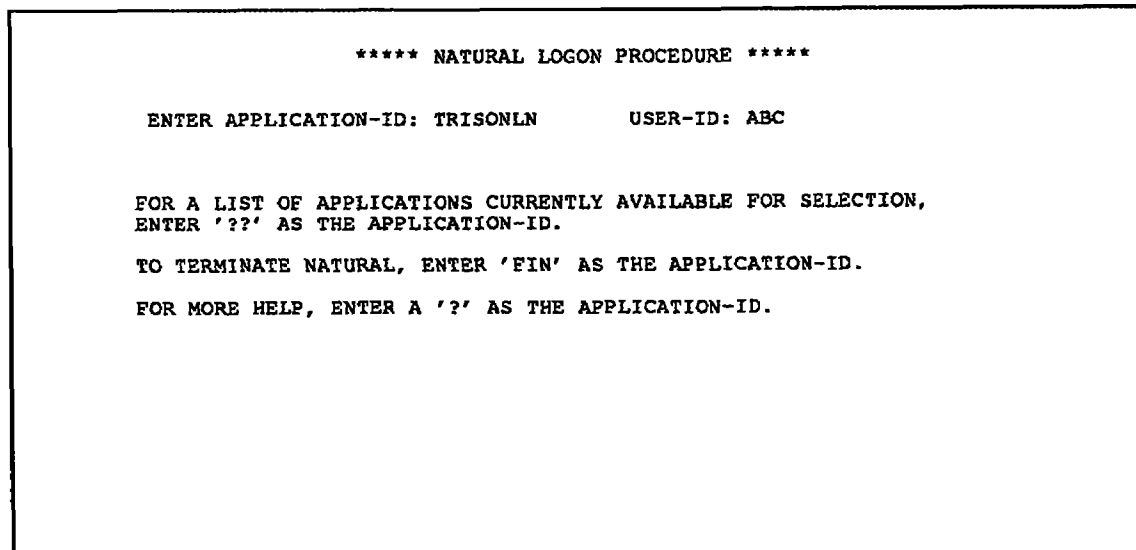


Figure 2-13

6) The TRIS Welcome screen (Figure 2-14) will appear. Press <ENTER> to continue.

Figure 2-14

Figure 2-15

8) The Data Retrieval menu (Figure 2-16) will appear. Options are discussed in detail in individual sections in this document. Please refer to:

- Section 5 Online Queries
- Section 6 Batch Reports
- Section 7 Data Offload
- Section 8 Tutorial
- Section 9 User Support

PGM: TRM000P MAP: TRM000M1	TOXIC RELEASE INVENTORY SYSTEM DATA RETRIEVAL MENU	05/16/91 09:53:41
<hr/> <div style="text-align: center;"> 1 ONLINE QUERIES 2 BATCH REPORTS 3 DATA OFFLOAD 4 TUTORIAL 5 USER SUPPORT X EXIT SYSTEM </div>		
<div style="text-align: center;">Key selection and press <ENTER> ===> _</div>		
<hr/> <div style="display: flex; justify-content: space-between;"> Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- </div> <div style="display: flex; justify-content: space-between;"> HELP EXIT </div>		

Figure 2-16

2.4 CICS Logoff Procedure

- 1) On the Data Retrieval menu, type X and press <ENTER>, or press <PF12/24>.
- 2) On the NATURAL Logon screen (Figure 2-13), type FIN <ENTER>.
- 3) A blank screen will be displayed. Type CSSF LOGOFF, press <ENTER>.
- 4) The Telecommunications Network Logon screen (Figure 2-9) will be redisplayed.
- 5) To exit the Network Logon screen, turn off the hardwired terminal.

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3 TRIS GENERAL FEATURES

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3 TRIS GENERAL FEATURES

3.1 Operational Features

There are features of the operation of TRIS that are common throughout the system. These features are explained in detail below.

3.2 Menu Operation

TRIS is a menu-driven system. Data are retrieved by selecting an option from a menu, entering requested variables where prompted, and pressing <ENTER> to move to the next screen.

3.3 Keyboard Operation

The keyboard utilizes either single keys or combinations of keys to enter variables and perform operations in TRIS. There are also specially designated keys or key combinations that are unique to TRIS; these are called Program Function or PF keys. PF keys in TRIS are used to move from screen-to-screen, to obtain help, or to exit from TRIS. PF keys are displayed at the bottom of each screen with a short translation indicating what function will be performed. Standard PF keys in TRIS are:

<PF1/13> = HELP	Invokes online help function
<PF2/14> = MAIN	Transfers to data retrieval main menu
<PF3/15> = PREV	Transfers to previous screen

Other PF keys are active for various functions on a screen-by-screen basis. See Appendix F for an explanation of keyboard mapping using assorted telecommunications packages.

3.4 Information Messages / Windows

TRIS protects the user from attempting to perform an operation not defined in the system, or from entering variables that the system does not recognize. If an invalid operation or selection is entered, the user receives an informational message at the top of the screen, or in a pop-up window, stating that the operation or variable is not valid. For certain variables required by TRIS, a pop-up window offering a selection of valid options is displayed.

3.5 Online Help Feature

TRIS contains an extensive online HELP feature. You may access HELP in several ways; for example: pressing <PF1/PF13>, placing a ? in the field and pressing <ENTER>, entering an incorrect value in a field, or leaving a required field empty. Each method instantly displays a pop-up window with HELP information. Detailed instructions on what is required or actual values in a "pick list" are provided.

3.6 TRIS Data Keys

Several data elements that correspond to parts of Form R, are designated as data keys. These keys allow users to search and retrieve data from the database. One of the most important keys is the facility name. Other data keys include, but are not limited to the state, county, city, and ZIP Code of the facility. Two special keys, described in detail below, are the Document Control Number and TRI Facility ID.

3.7 Document Control Number

The Document Control Number (DCN) is a unique identification number assigned to each Form R submission as it is received by EPA. The DCN is used to help locate documents after they have been physically stored; help track the status of processing for each submission document; and link other correspondence received from the submitter. The format for the DCN is:

<u>Positions</u>	<u>Length</u>	<u>Description</u>
1 - 2	2	Document Type (always '13')
3 - 4	2	Reporting Year
5 - 12	8	Eight Digit Sequence Number
13 - 13	1	Check Digit
14 - 15	2	State Abbreviation

Example:

Submission Type	Reporting Year	Sequence Number	Check Digit	State
13	87	00000101	1	MD

3.8 TRI Facility ID

It is necessary to track submissions from specific facilities from one reporting year to the next in a reliable manner. The TRIS database uses a unique identifier constructed initially using parts of the facility name, street address, and ZIP code. This technique is comparable to the method that some subscription systems, i.e., magazine subscriptions, used to identify subscribers. The unique identifier used in TRIS is called the TRI Facility ID. This identifier is assigned with the first Form R submitted by a facility.

The 15 character TRI Facility ID is constructed as follows:

<u>Position</u>	<u>Contents</u>
1 - 5	First 5 numbers of ZIP Code
6 - 10	First 5 consonants of name
11 - 15	First 5 letters or numbers of a street address

Example:

Waste Disposal Inc.
100 Main Street
Anywhere, State 99887

ZIP Code	Name	Street Address
99887	WSTDS	100MA

It is important to note that if a facility changes its name or the U.S. Post Office assigns a new ZIP Code, its TRI Facility ID will not change. The TRI Facility ID identifies a facility based on physical location.

3.9 Searching Using Wildcard

The wildcard notation, *, is used in many standard software packages to search for random values. This feature is also available in TRIS. By entering the beginning portion of a search string and attaching the wildcard notation, *, a range of values is found. For example, to obtain a list of all Du Pont facilities, the correct search criteria would be **Du Pont***.

3.10 Searching Using Chemical Synonym

TRIS allows searching by chemical synonyms in addition to the chemical names printed in the Toxic Chemical Release Inventory Reporting Package and Federal Register.

Approximately 5,000 synonyms are available. Most TRI chemicals have one or more synonyms. This option eliminates the time consuming task of entering lengthy CAS registered names. For example, a synonym name of the chemical temponitrin is *tempo*.

3.11 Codes Used in TRI Data

Codes are used in TRIS to represent TRI data elements. There are two types of codes used:

- 1) Standard codes used by industry
- 2) Codes unique to TRIS

There are two standard codes used by government, business and industry to represent information that is used commonly throughout related industries, the Standard Industrial Classification (SIC) code and the Dun and Bradstreet (D&B or DUNS) number. The SIC code is used to classify business establishments by specific activities that are performed at a single physical location. The first two digits of a four-digit SIC code define a major business sector and the last two digits denote a facility's specialty within the major sector. The SIC Code classification system is managed by the Office of Management and Budget. The DUNS number is a unique number issued to businesses by Dun and Bradstreet, a large accounting and financial reporting firm. Because the DUNS Number is a unique number, it is used in TRIS so that data from other sources may be linked to TRIS.

Note for ad hoc users: Codes unique to TRIS are codes designated by EPA to standardize and abbreviate TRIS data. For example, the maximum amount of the chemical on site at any time during the calendar year (question III.4 on Form R) is represented by codes 01-11. These codes correspond to designated ranges of pounds described in the Reporting Package. For example, code 01 corresponds to the range of 0-99 pounds. For more information, refer to the Toxic Chemical Release Inventory Reporting Package.

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4 MAKING TRIS WORK FOR YOU

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4 MAKING TRIS WORK FOR YOU

4.1 Reporting Package and Form R

A critical element in making the TRIS database work effectively and efficiently is an understanding of the annual Toxic Chemical Release Inventory Reporting Package. The TRIS database *is* the collection and storage of Form R data *on* the computer. The annual Reporting Package contains, but is not limited to, the following:

- Form R
- Detailed instructions for preparing Form R
- Example of a properly prepared Form R
- Codes for Form R
- Common errors found on Form R reports
- Threshold determinations
- Chemical specific issues
- Policy directives
- Section 313 document request form

All users are encouraged to request the latest copy of the Reporting Package from their Regional Section 313 Coordinator or send your request to:

Section 313 Document Distribution Center
P.O. Box 12505
Cincinnati, OH 45212

4.2 Defining Your Data Search

TRIS currently contains data from over 246,000 submissions, each representing one Form R, and from more than 25,000 facilities over three (3) reporting years (1987 through 1989). Before beginning a retrieval session on the TRIS database, you should have a definite plan in mind as to what information you want to find and how to go about retrieving that information. The following sections are intended to help you understand the different types of retrievals that are available.

4.3 Different Types of Data Retrievals

In determining what type of data retrieval to perform, the user should ask how do I want to view and/or use the information? There are three different ways to retrieve data from the TRI menu-driven system:

- Online Searches
- Batch Reports
- Data Offload

A general overview, along with reasons for choosing each type of data retrieval, is presented in the following sections. Detailed instructions for performing these data retrievals can be found in Sections 5 through 7.

4.4 Data Retrieval using the Online Queries

Online data searches are fast and display the information directly back to the screen. These are the easiest ways to obtain data from the database if you only need a small amount of data. Some online searches will only display a maximum of 100 facilities or submissions. In these cases you are requested to narrow the search by supplying additional selection criteria. As discussed in Section 1, an extensive Help feature is available which displays detailed instructions or presents "pick lists" wherever the user needs to enter search criteria. A full discussion of online queries comprise Section 5 of this manual.

The general circumstances for using an online search include:

- Search and display data for a specific facility
- Search and display data for a specific submission (i.e., chemical) from a facility
- Search and display data for facilities or submissions that use a specific chemical
- Compare the releases/transfers for a facility across all reporting years
- Search and display Historical Information concerning a facility

4.5 Data Retrieval using the Batch Reports

A second type of data retrieval is accomplished through batch, or offline print, reports. We recommend that you use this method when you need a printed report or search a large volume of data. Batch jobs run in the 'background,' meaning that once you have submitted the job, you can continue to work on something else without having to wait for the search to be completed.

This will help you to keep working, rather than tying up your terminal for long periods of time while the job is being executed or printed. This function is very similar to the online queries, but is designed for your obtaining somewhat large volumes of information in printed format. A full discussion of batch reports comprises Section 6 of this manual.

The general circumstances for using a batch report include:

- Search and print data for a geographic area
- Search and print data for a specific chemical
- Search and print data for a specific SIC Code
- Compare the releases/transfers for a geographic area and/or chemical across all reporting years
- Print data concerning a specific facility

4.6 Data Retrieval using the Data Offload

The third type of data retrieval is performed using the Data Offload function. The Data Offload was created in response to numerous user requests for "extracts" of the TRIS data. These extract files are used by different program offices and projects to compare, analyze, and summarize TRI data. Extract files are usually used as input to other computer software. The Data Offload enables the user to create a customized extract file from the TRIS database. The user must first supply geographic and/or chemical search criteria, then choose any combination of TRI data elements. A computer program is automatically constructed and executed, transferring data onto a mainframe sequential (extract) file.

The Data Offload function alleviates the user from performing the following:

- Coding a NATURAL program in the TRISH ad hoc library
- Coding the corresponding Job Control Language (JCL)
- Submitting the job to execute

The extract file can then be transferred to a Personnel Computer (PC) or Local Area Network (LAN); or used with other mainframe software. Simultaneously, a second file is generated that can be used to define a dBASE database reflecting the extract file. A detailed report also is produced describing the content of the extract file. A full discussion of the data offload comprise Section 7 of this manual.

To transfer the extract file from the Mainframe to a PC, the PC used must have:

- Communications program installed
- Connection to the Mainframe

Instructions for transferring files between Mainframe and PC can be found in The Guide to NCC Services, chapter entitled "Micro-to-Mainframe Link" (included in Appendix E).

4.7 Helpful Hints

Obtain a copy of the Toxic Chemical Release Inventory Reporting Package and Form R, and become familiar with the TRIS data.

Obtain a copy of The Guide to NCC Services from NCC User Support. It provides excellent information regarding accessing the IBM ES/9000 and transferring files between mainframe and micro computers.

Have a copy of the Information Retrieval Users Guide handy when performing searches.

Use the **HELP** feature throughout the menu-driven system.

Use the **WILDCARD** feature, *, when searching by facility name.

Use the **CHEMICAL SYNONYM** if you don't know the official chemical name.

Contact **TRIS User Support**. Their job is to assist you!

5 ONLINE QUERIES

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5 ONLINE QUERIES

FUNCTION: Use the Online Queries to quickly search and display information directly on your screen from the database. There are currently nine (9) online searches available. Online queries are done primarily to search and display information for a specific facility or chemical or submission (Form R). Additional queries are available to compare releases/transfers across all years for a facility, display historical information, and display applicable chemicals/synonyms/compounds names.

ACCESS: Select option 1 from the Data Retrieval menu. The Online Queries Menu screen (Figure 5-1) will appear.

PGM: TRQ000P MAP: TRQ000M1	TOXIC RELEASE INVENTORY SYSTEM ONLINE QUERIES MENU	03/22/91 15:15:45												
<table> <tr> <td>1 FACILITY NAME SEARCH</td> <td>7 YEAR-TO-YEAR COMPARISON</td> </tr> <tr> <td>2 CITY / COUNTY SEARCH</td> <td>8 HISTORICAL FACILITY INFORMATION</td> </tr> <tr> <td>3 CAS / CHEMICAL SEARCH</td> <td>9 CHEMICAL TABLE SEARCH</td> </tr> <tr> <td>4 ALTERNATE FACILITY KEY SEARCH</td> <td>10 Future Use</td> </tr> <tr> <td>5 SUBMISSION DISPLAY</td> <td>11 Future Use</td> </tr> <tr> <td>6 POTW / OFF-SITE SEARCH</td> <td>12 Future Use</td> </tr> </table>			1 FACILITY NAME SEARCH	7 YEAR-TO-YEAR COMPARISON	2 CITY / COUNTY SEARCH	8 HISTORICAL FACILITY INFORMATION	3 CAS / CHEMICAL SEARCH	9 CHEMICAL TABLE SEARCH	4 ALTERNATE FACILITY KEY SEARCH	10 Future Use	5 SUBMISSION DISPLAY	11 Future Use	6 POTW / OFF-SITE SEARCH	12 Future Use
1 FACILITY NAME SEARCH	7 YEAR-TO-YEAR COMPARISON													
2 CITY / COUNTY SEARCH	8 HISTORICAL FACILITY INFORMATION													
3 CAS / CHEMICAL SEARCH	9 CHEMICAL TABLE SEARCH													
4 ALTERNATE FACILITY KEY SEARCH	10 Future Use													
5 SUBMISSION DISPLAY	11 Future Use													
6 POTW / OFF-SITE SEARCH	12 Future Use													
Key selection and press <ENTER> ==> _														
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP MAIN PREV RPTS														

Figure 5-1

- 1) To select a specific search, type the **CORRESPONDING NUMBER** at the prompt and press <ENTER>.

5.1 Facility Name Search

FUNCTION: Use the Facility Name Search to display information about facilities and their submissions if you have the facility name, or some beginning portion. By entering a facility name without the wildcard, *, you will search for an exact match. By entering a beginning portion of name with the wildcard, *, you will search for facilities with like names. For example:

Du Pont Antioch	searches for facilities that <u>exactly</u> match
Du Pont*	searches for facilities <u>beginning</u> with "Du Pont"

Note that the Reporting Year is required and only the first fifteen (15) characters of a facility name can be entered. In addition to facility name, the search can be further limited by supplying one or more of the following:

- EPA Region Code
- State Code
- Five digit ZIP Code
- CAS Number
- Chemical/Synonym/Compound

After a search of the database, the names of facilities that meet the search criteria are displayed with their TRI Facility IDs and number of submissions for the applicable Reporting Year. From this screen, the user is given several options based upon Program Function (PF) keys, to display selected information.

ACCESS: Select option 1 from the Online Queries menu. The Facility Name Search screen (Figure 5-2) will appear.

PGM: TRQ01OP MAP: TRQ01OM1	TOXIC RELEASE INVENTORY SYSTEM FACILITY NAME SEARCH	04/02/91 13:50:56
<hr/>		
REQUIRED	REPORTING YEAR....> 1989	
	FACILITY NAME....> du pont c*_____	
OPTIONAL	REGION....> ____	
	STATE....> ____	
	ZIP CODE....> _____	
	CAS NUMBER....> _____	
	-- OR --	
	CHEMICAL/CATEGORY NAME....> _____	
	Key selection criteria and press <ENTER>	
<hr/>		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV RPTS		

Figure 5-2

- 1) Type a **REPORTING YEAR**. This is a required field. In this example, Reporting Year '1989' is used.
- 2) Type a **FACILITY NAME** (or range using the wildcard, *). This is a required field. In this example, 'Du Pont C*' is used. Either upper or lower case letters can be used. The following optional fields may be entered to narrow the search: **REGION**, **STATE**, **ZIP CODE**, and **CAS NUMBER** or **CHEMICAL/SYNONYM/CATEGORY NAME**. In this example, none of these optional fields have been entered. Press <ENTER> to begin the search.

TRIS INFORMATION RETRIEVAL USERS GUIDE

A list of facilities meeting the search (Figure 5-3) will appear. The search criteria used are displayed at the top of the screen. If the list is longer than one screen, press <PF7/19> to page backward and <PF8/20> to page forward. In addition to the facility name, the TRI Facility ID and the number of submissions received from the facility for that Reporting Year are displayed on each line.

PGM: TRQ010N3		TOXIC RELEASE INVENTORY SYSTEM		05/16/91	
MAP: TRS900MA		FACILITIES		14:26:47	
YEAR: 1989		FACILITY NAME: DU PONT C*			
MARK	FACILITY NAME	TRI ID	# SUBM		
X	DU PONT C&P HEALING SPRINGS	27239DPNTRC1BO	3		
-	DU PONT C&P TOLEDO	43612DPNTRC71OMA	2		
-	DU PONT CAMDEN PLANT	29020DPNTRMPODRA	9		
-	DU PONT CHAMBERS WORKS	08023DPNTRC130	54		
-	DU PONT CHATTANOOGA SITE	37415DPNTRC4501A	5		
-	DU PONT CHRISTINA LAB	19801DPNTRC501CH	1		
-	DU PONT CLINTON PLANT	52730DPNTRCHIGHW	1		
-	DU PONT COOPER RIVER SITE	29411DPNTRCCYPRE	11		
-	DU PONT CORPUS CHRISTI PLANT	78362DPNTRCHIGHW	7		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---					
HELP MAIN PREV QMENU		RPTS -PAGE +PAGE FACIL DCNS RELTR COORD			

Figure 5-3

- To obtain more information about a particular facility, type an X before the Facility Name in the column labeled 'MARK,' and press <PF9/21>. The Facility Information screen (Figure 5-4) will appear. To return to the Facilities screen, press <PF3/15>.

PGM: TRQ010N3	TOXIC RELEASE INVENTORY SYSTEM	05/16/91
MAP: TRS900MB	FACILITY INFORMATION	14:27:37
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRCT1BO	REPORTING YEAR: 1989	
STREET: RT #1 BOX 102		
CITY : DENTON		
COUNTY: DAVIDSON		
STATE : NC	ZIP: 27239	
MAILING NAME/ADDRESS:		
NAME : SAME AS ABOVE		
STREET:		
CITY :		
STATE :	ZIP:	
PRIMARY SIC CODE:		
ASSIGNED DUNS : 039129697	PARENT DUNS: 001315704	
ASSIGNED EPA ID : NCD000475608	PARENT CO. : DUPONT	
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP	MAIN	PREV QMENU RPTS DCNS

Figure 5-4

- 4) To display Latitude and Longitude coordinates, type an X before the Facility Name in the column labeled 'MARK,' and press <PF12/24>. The Facility Latitude / Longitude screen (Figure 5-5) will appear. To return to the Facilities screen, press <PF3/15>.

PGM: TRQ010N3 MAP: TRS900MD	TOXIC RELEASE INVENTORY SYSTEM FACILITY LATITUDE / LONGITUDE COORDINATES	05/16/91 14:28:36
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRT1BO REPORTING YEAR: 1989		
FACILITY LATITUDE : +0353645		
FACILITY LONGITUDE : -0801036		
ZIP CENTROID LATITUDE : +0353800		
ZIP CENTROID LONGITUDE : -0800606		
EPA ASSIGNED LATITUDE :		
EPA ASSIGNED LONGITUDE :		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS DCNS		

Figure 5-5

- 5) To display the total amount of Releases and Transfers reporting by a facility for that Reporting Year, type an X before the Facility Name in the column labeled 'MARK,' and press <PF11/23>. The Facility Releases and Transfers screen (Figure 5-6) will appear. To return to the Facilities screen, press <PF3/15>.

PGM: TRQ010N3 MAP: TRS900MC	TOXIC RELEASE INVENTORY SYSTEM FACILITY RELEASES AND TRANSFERS	05/16/91 14:28:25
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRT1BO REPORTING YEAR: 1989		
RELEASES		
FUGITIVE AIR:	11,300	These amounts are the totals for all submissions for this facility and Reporting Year.
STACK AIR :	32,600	
WATER :		
UNDERGROUND :		
LAND :		
TOTAL RELEASES:	43,900	
TRANSFERS		
POTW :		
OFF-SITE :		
TOTAL TRANSFER:		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS DCNS		

Figure 5-6

Releases include five types: Fugitive Air, Stack Air, Water, Underground, and Land. Transfers include two types: Publicly Owned Treatment Works (POTW) and Other Offsite Locations.

- 6) To display Document Control Numbers and Chemical Names, type an X before the Facility Name in the column labeled 'MARK,' and press <PF10/22>. The Submissions and Chemicals screen (Figure 5-7) will appear. To return to the Facilities screen, press <PF3/15>.

```

PGM: TRS91ON          TOXIC RELEASE INVENTORY SYSTEM          05/16/91
MAP: TRS91OMA          SUBMISSIONS AND CHEMICALS              14:28:06

FACILITY NAME : DU PONT C&P HEALING SPRINGS
TRI FACILITY ID: 27239DPNTRC1B0      REPORTING YEAR: 1989

MARK  DOC CNTL NUM      CHEMICAL NAME
-----
  X   13-89-03000421-8-NC  AMMONIA
  -   13-89-03000422-0-NC  FORMALDEHYDE
  -   13-89-03000423-2-NC  METHANOL
  -   - - - - -
  -   - - - - -
  -   - - - - -
  -   - - - - -
  -   - - - - -
  -   - - - - -
  -   - - - - -

Enter--PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      HELP  MAIN  PREV  QMENU CNTCT RPTS  -PAGE +PAGE TREAT WASTE RELTR USES
  
```

Figure 5-7

- 7) To display Waste Treatment Methods and Efficiency data, type an X before the DCN in the column labeled 'MARK,' and press <PF9/21>. The Submission Waste Treatment Information screen (Figure 5-8) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

```

PGM: TRS91ON          TOXIC RELEASE INVENTORY SYSTEM          05/16/91
MAP: TRS91OMC          SUBMISSION WASTE TREATMENT INFORMATION  14:29:03

FACILITY NAME : DU PONT C&P HEALING SPRINGS
TRI FACILITY ID: 27239DPNTRC1B0      REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC
CHEMICAL NAME: AMMONIA

WASTESTREAM  WASTE TREATMENT METHODS AND EFFICIENCY 1  OF 1
CODE         TREATMENT RANGE OF SEQUENTIAL TREATMENT EFFICIENCY/NA  OPERATING
              METHOD     INFLUENT CONC TREATMENT              DATA
              R03        1              90.00 /
              /
              /
              /
              /
              /
              /

Enter--PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      HELP  MAIN  PREV  QMENU          RPTS
  
```

Figure 5-8

- 8) To display Waste Minimization data, type an X before the DCN in the column labeled 'MARK,' and press <PF10/22>. The Submission Waste Minimization Information screen (Figure 5-9) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

PGM: TRS91ON	TOXIC RELEASE INVENTORY SYSTEM	05/16/91
MAP: TRS91OMD	SUBMISSION WASTE MINIMIZATION INFORMATION	14:29:16
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRCT1BO		REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC		
CHEMICAL NAME: AMMONIA		
WASTE MINIMIZATION DATA		
TYPE OF MODIFICATION : NA		
CURRENT REPORTING YEAR:		
PRIOR REPORTING YEAR :		
PERCENT CHANGE :		
INDEX :		
REASON FOR ACTION : NA		
MAXIMUM AMOUNT ON SITE: 1,000 TO 9,999 LBS.		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS		

Figure 5-9

- 9) To display Release and Transfer data, type an X before the DCN in the column labeled 'MARK,' and press <PF11/23>. The Submission Releases and Transfers screen (Figure 5-10) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

PGM: TRS91ON	TOXIC RELEASE INVENTORY SYSTEM	05/16/91
MAP: TRS91OME	SUBMISSION RELEASES AND TRANSFERS	14:29:27
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRCT1BO		REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC		
CHEMICAL NAME: AMMONIA		
RELEASES		REPORTING FOR: AN ENTIRE FACILITY
FUGITIVE AIR:	300	
STACK AIR :	3,600	
WATER :		
UNDERGROUND :		
LAND :		
TOTAL RELEASES:	3,900	
TRANSFERS		
POTW :		
OFF-SITE :		
TOTAL TRANSFER:		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS		

Figure 5-10

- 10) To display Activity and Uses data, type an X before the DCN in the column labeled 'MARK,' and press <PF12/24>. The Submission Activity and Uses Information screen (Figure 5-11) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

PGM: TRS91ON	TOXIC RELEASE INVENTORY SYSTEM	05/16/91
MAP: TRS91OMF	SUBMISSION ACTIVITY AND USES INFORMATION	14:29:35
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRT1BO		REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC		
CHEMICAL NAME: AMMONIA		
ACTIVITY AND USES:		
ANCILLARY OR OTHER USE		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS		

Figure 5-11

- 11) To display Contact data, type an X before the DCN in the column labeled 'MARK,' and press <PF5/17>. The Submission Contact Information screen (Figure 5-12) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

PGM: TRS91ON	TOXIC RELEASE INVENTORY SYSTEM	06/14/91
MAP: TRS91OMB	SUBMISSION CONTACT INFORMATION	13:28:04
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRT1BO		REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC		
CHEMICAL NAME: AMMONIA		
TECHNICAL CONTACT: G. L. KISER		
PHONE: 609/540-2666		
PUBLIC CONTACT: C. A. CREMEANS		
PHONE: 704/869-4571		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS		

Figure 5-12

The following Tables show PF Keys and corresponding functions for the Facility Name Search.

Facility Name Search Facilities Screen		
Function/Data	Screen Label	PF Key
System HELP	HELP	PF1/13
Main Menu	MAIN	PF2/14
Previous Screen	PREV	PF3/15
Online query menu	QMENU	PF4/16
Batch report menu	RPTS	PF6/18
Page backward	-PAGE	PF7/19
Page forward	+PAGE	PF8/20
Facility data	FACIL	PF9/21
DCN/chemical data	DCNS	PF10/22
Release/transfer data	RELTR	PF11/23
Latitude/longitude data	COORD	PF12/24

Table 5-1

Facility Name Search Submissions and Chemicals Screen		
Function/Data	Screen Label	PF Key
System HELP	HELP	PF1/13
Main Menu	MAIN	PF2/14
Previous Screen	PREV	PF3/15
Online query menu	QMENU	PF4/16
Contact name/phone data	CNTCT	PF5/17
Batch report menu	RPTS	PF6/18
Page backward	-PAGE	PF7/19
Page forward	+PAGE	PF8/20
Treatment data	TREAT	PF9/21
Waste minimization data	WASTE	PF10/22
Release/transfer data	RELTR	PF11/23
Activity and use data	USES	PF12/24

Table 5-2

5.2 City / County Search

FUNCTION: Use the City / County Search to display information about facilities and their submissions if you have the facility city or county name, or just the beginning letter of the city / county name. If you enter an incomplete or invalid city/county name, a pop-up window will appear listing cities or counties beginning with the same first letter. For example, in Virginia:

Richmond	searches for facilities in this city
Ricmond	activates a pop-up window for all cities <u>beginning</u> with 'R' You can then select the correct spelling from the window and search for facilities in this city.

Note that the Reporting Year and State are required and only city or county can be entered, but not both. In addition to facility city / county name, the search can be further limited by supplying one or more of the following:

- Facility Name or range using the wildcard, *
- CAS Number
- Chemical/Synonym/Compound

After a search of the database, the names of facilities that meet the search criteria are displayed with their TRI Facility IDs and number of submissions for the applicable Reporting Year. From this screen, the user is given several options, based upon Program Function (PF) keys, to display selected information.

ACCESS: Select option 2 from the Online Queries menu. The City / County Search screen (Figure 5-13) will appear.

PGM: TRQ020P	TOXIC RELEASE INVENTORY SYSTEM	04/05/91
MAP: TRQ020M1	CITY / COUNTY SEARCH	15:01:46
<hr/>		
REQUIRED	REPORTING YEAR.....> 1989	
	FACILITY STATE.....> NC	
<hr/>		
FACILITY CITY.....>	--OR--	FACILITY COUNTY.....>
_____		DAVIDSON _____
_____		_____
_____		_____
_____		_____
<hr/>		
OPTIONAL	FACILITY NAME.....> _____	
	CAS NUMBER.....> _____	
	--OR--	
	CHEMICAL/CATEGORY....> _____	
<hr/>		
Key selection criteria and press <ENTER>		
<hr/>		
Enter-PF1---	PF2---	PF3---
HELP	MAIN	PREV
		RPTS

Figure 5-13

- 1) Type **REPORTING YEAR**. This is a required field. In this example, Reporting Year 1989' is used.
- 2) Type **STATE**. This is also required. Here, 'NC' is used.
- 3) Type either **FACILITY CITY** or **FACILITY COUNTY**. In this example, the county 'DAVIDSON' is used.
- 4) To further limit your search, optional fields may be used. Use <TAB> to advance to the **FACILITY NAME** and **CAS NUMBER** or **CHEMICAL/SYNONYM/CATEGORY NAME** fields and enter the corresponding information if desired. In this example, none of these optional fields are used. Press <ENTER> to begin your search.

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A list of facilities meeting the search (Figure 5-14) will appear. The search criteria appear at the top of the screen. If the list is longer than one screen, press <PF7/19> to page backward and <PF8/20> to page forward. In addition to the facility name, the TRI Facility ID and the number of submissions received from the facility for that Reporting Year are displayed on each line.

PGM: TRQ020N2		TOXIC RELEASE INVENTORY SYSTEM		06/12/91	
MAP: TRS900MA		FACILITIES		15:27:26	
YEAR: 1989		STATE: NC		COUNTY: DAVIDSON	
MARK	FACILITY NAME	TRI ID	#	SUBM	
-	CAROLINA SEATING CO.	27263CRLNS101LI	1		
-	COBLE DAIRY PRODUCTS	27292CBLDR707NO	2		
-	COUNCILL CRAFTSMEN #1	27239CNCCLBPOBOX	5		
-	DIXIE DINING ROOM DIV.	27292DXFRNNCHUR	5		
-	DIXIE FURNITURE CO. INC.	27292DXFRN411SS	5		
-	DIXIE FURNITURE CO.	27299DXERNOLDLI	6		
X	DU PONT C&P HEALING SPRINGS	27239DPNTRC1BO	3		
-	DURACELL USA	27292DRCLL305NE	5		
-	FOAM TECH INC.	27292FMTCH117CE	1		
-	HEKMAN FURNITURE CO.	27292HKMNF37PIC	1		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---					
HELP MAIN PREV QMENU NEXT RPTS -PAGE +PAGE FACIL DCNS RELTR COORD					

Figure 5-14

- To obtain more information about a particular facility, type an X before the Facility Name in the column labeled 'MARK,' and press <PF9/21>. The Facility Information screen (Figure 5-15) will appear. To return to the Facilities screen, press <PF3/15>.

PGM: TRQ010N3	TOXIC RELEASE INVENTORY SYSTEM	05/16/91
MAP: TRS900MB	FACILITY INFORMATION	14:27:37
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRC1BO	REPORTING YEAR: 1989	
STREET: RT #1 BOX 102		
CITY : DENTON		
COUNTY: DAVIDSON		
STATE : NC	ZIP: 27239	
MAILING NAME/ADDRESS:		
NAME : SAME AS ABOVE		
STREET:		
CITY :		
STATE :	ZIP:	
PRIMARY SIC CODE:		
ASSIGNED DUNS : 039129697	PARENT DUNS: 001315704	
ASSIGNED EPA ID : NCD000475608	PARENT CO. : DUPONT	
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS DCNS		

Figure 5-15

- 6) To display Latitude and Longitude coordinates, type an X before the Facility Name in the column labeled 'MARK,' and press <PF12/24>. The Facility Latitude / Longitude screen (Figure 5-16) will appear. To return to the Facilities screen, press <PF3/15>.

PGM: TRQ01ON3 MAP: TRS900MD	TOXIC RELEASE INVENTORY SYSTEM FACILITY LATITUDE / LONGITUDE COORDINATES	05/16/91 14:28:36
FACILITY NAME : DU PONT C&P HEALING SPRINGS TRI FACILITY ID: 27239DPNTRCT1BO REPORTING YEAR: 1989		
FACILITY LATITUDE : +0353645 FACILITY LONGITUDE : -0801036		
ZIP CENTROID LATITUDE : +0353800 ZIP CENTROID LONGITUDE : -0800606		
EPA ASSIGNED LATITUDE : EPA ASSIGNED LONGITUDE :		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP MAIN PREV QMENU RPTS DCNS		

Figure 5-16

- 7) To display the total amount of Releases and Transfers reported by a facility for that Reporting Year, type an X before the Facility Name in the column labeled 'MARK,' and press <PF11/23>. The Facility Releases and Transfers screen (Figure 5-17) will appear. To return to the Facilities screen, press <PF3/15>.

PGM: TRQ01ON3 MAP: TRS900MC	TOXIC RELEASE INVENTORY SYSTEM FACILITY RELEASES AND TRANSFERS	05/16/91 14:28:25																													
FACILITY NAME : DU PONT C&P HEALING SPRINGS TRI FACILITY ID: 27239DPNTRCT1BO REPORTING YEAR: 1989																															
<table> <tr> <td>RELEASES</td> <td></td> <td></td> </tr> <tr> <td>FUGITIVE AIR:</td> <td>11,300</td> <td rowspan="5">These amounts are the totals for all submissions for this facility and Reporting Year.</td> </tr> <tr> <td>STACK AIR :</td> <td>32,600</td> </tr> <tr> <td>WATER :</td> <td></td> </tr> <tr> <td>UNDERGROUND :</td> <td></td> </tr> <tr> <td>LAND :</td> <td></td> </tr> <tr> <td>TOTAL RELEASES:</td> <td>43,900</td> <td></td> </tr> <tr> <td colspan="3">TRANSFERS</td> </tr> <tr> <td>POTW :</td> <td></td> <td></td> </tr> <tr> <td>OFF-SITE :</td> <td></td> <td></td> </tr> <tr> <td>TOTAL TRANSFER:</td> <td></td> <td></td> </tr> </table>			RELEASES			FUGITIVE AIR:	11,300	These amounts are the totals for all submissions for this facility and Reporting Year.	STACK AIR :	32,600	WATER :		UNDERGROUND :		LAND :		TOTAL RELEASES:	43,900		TRANSFERS			POTW :			OFF-SITE :			TOTAL TRANSFER:		
RELEASES																															
FUGITIVE AIR:	11,300	These amounts are the totals for all submissions for this facility and Reporting Year.																													
STACK AIR :	32,600																														
WATER :																															
UNDERGROUND :																															
LAND :																															
TOTAL RELEASES:	43,900																														
TRANSFERS																															
POTW :																															
OFF-SITE :																															
TOTAL TRANSFER:																															
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP MAIN PREV QMENU RPTS DCNS																															

Figure 5-17

Releases include five types: Fugitive Air, Stack Air, Water, Underground, and Land. Transfers include two types: Publicly Owned Treatment Works (POTW) and Other Offsite Locations.

- 8) To display Document Control Numbers and Chemical Names, type an X before the Facility Name in the column labeled 'MARK,' and press <PF10/22>. The Submissions and Chemicals screen (Figure 5-18) will appear. To return to the Facilities screen, press <PF3/15>.

```

PGM: TRS91ON          TOXIC RELEASE INVENTORY SYSTEM          05/16/91
MAP: TRS91OMA          SUBMISSIONS AND CHEMICALS              14:28:06

FACILITY NAME : DU PONT C&P HEALING SPRINGS
TRI FACILITY ID: 27239DPNTRT1BO      REPORTING YEAR: 1989

MARK  DOC CNTL NUM      CHEMICAL NAME
-----
  X   13-89-03000421-8-NC  AMMONIA
    13-89-03000422-0-NC  FORMALDEHYDE
    13-89-03000423-2-NC  METHANOL
    -   -   -   -
    -   -   -   -
    -   -   -   -
    -   -   -   -
    -   -   -   -
    -   -   -   -
    -   -   -   -
    -   -   -   -

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      HELP  MAIN  PREV  QMENU CNTCT RPTS  -PAGE +PAGE TREAT WASTE RELTR USES
  
```

Figure 5-18

- 9) To display Waste Treatment Methods and Efficiency data, type an X before the DCN in the column labeled 'MARK,' and press <PF9/21>. The Submission Waste Treatment Information screen (Figure 5-19) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

```

PGM: TRS91ON          TOXIC RELEASE INVENTORY SYSTEM          05/16/91
MAP: TRS91OMC          SUBMISSION WASTE TREATMENT INFORMATION  14:29:03

FACILITY NAME : DU PONT C&P HEALING SPRINGS
TRI FACILITY ID: 27239DPNTRT1BO      REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC
CHEMICAL NAME: AMMONIA

WASTESTREAM  WASTE TREATMENT METHODS AND EFFICIENCY 1  OF 1
CODE         TREATMENT RANGE OF SEQUENTIAL TREATMENT EFFICIENCY/NA OPERATING
W            R03        1          TREATMENT          90.00 /      DATA
                                     /
                                     /
                                     /
                                     /
                                     /
                                     /
                                     /

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      HELP  MAIN  PREV  QMENU          RPTS
  
```

Figure 5-19

- 10) To display Waste Minimization data, type an X before the DCN in the column labeled 'MARK,' and press <PF10/22>. The Submission Waste Minimization Information screen (Figure 5-20) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

PGM: TRS91ON	TOXIC RELEASE INVENTORY SYSTEM	05/16/91
MAP: TRS91OMD	SUBMISSION WASTE MINIMIZATION INFORMATION	14:29:16
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRC1B0		REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC		
CHEMICAL NAME: AMMONIA		
WASTE MINIMIZATION DATA		
TYPE OF MODIFICATION : NA		
CURRENT REPORTING YEAR:		
PRIOR REPORTING YEAR :		
PERCENT CHANGE :		
INDEX :		
REASON FOR ACTION : NA		
MAXIMUM AMOUNT ON SITE: 1,000 TO 9,999 LBS.		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS		

Figure 5-20

- 11) To display Release and Transfer data, type an X before the DCN in the column labeled 'MARK,' and press <PF11/23>. The Submission Releases and Transfers screen (Figure 5-21) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

PGM: TRS91ON	TOXIC RELEASE INVENTORY SYSTEM	05/16/91
MAP: TRS91OME	SUBMISSION RELEASES AND TRANSFERS	14:29:27
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRC1B0		REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC		
CHEMICAL NAME: AMMONIA		
RELEASES		
REPORTING FOR: AN ENTIRE FACILITY		
FUGITIVE AIR:	300	
STACK AIR :	3,600	
WATER :		
UNDERGROUND :		
LAND :		
TOTAL RELEASES:	3,900	
TRANSFERS		
POTW :		
OFF-SITE :		
TOTAL TRANSFER:		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS		

Figure 5-21

- 12) To display Activity and Uses data, type an X before the DCN in the column labeled 'MARK,' and press <PF12/24>. The Submission Activity and Uses Information screen (Figure 5-22) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

PGM: TRS91ON	TOXIC RELEASE INVENTORY SYSTEM	05/16/91
MAP: TRS91OMF	SUBMISSION ACTIVITY AND USES INFORMATION	14:29:35
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRT1BO		REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC		
CHEMICAL NAME: AMMONIA		
ACTIVITY AND USES:		
ANCILLARY OR OTHER USE		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS		

Figure 5-22

- 13) To display Contact data, type an X before the DCN in the column labeled 'MARK,' and press <PF5/17>. The Submission Contact Information (Figure 5-23) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

PGM: TRS91ON	TOXIC RELEASE INVENTORY SYSTEM	06/14/91
MAP: TRS91OMB	SUBMISSION CONTACT INFORMATION	13:28:04
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRT1BO		REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC		
CHEMICAL NAME: AMMONIA		
TECHNICAL CONTACT: G. L. KISER		
PHONE: 609/540-2666		
PUBLIC CONTACT: C. A. CREMEANS		
PHONE: 704/869-4571		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS		

Figure 5-23

The following Tables show PF Keys and corresponding functions for the City / County Search.

City / County Search Facilities Screen		
Function/Data	Screen Label	PF Key
System HELP	HELP	PF1/13
Main Menu	MAIN	PF2/14
Previous Screen	PREV	PF3/15
Online query menu	QMENU	PF4/16
Batch report menu	RPTS	PF6/18
Page backward	-PAGE	PF7/19
Page forward	+PAGE	PF8/20
Facility data	FACIL	PF9/21
DCN/chemical data	DCNS	PF10/22
Release/transfer data	RELTR	PF11/23
Latitude/longitude data	COORD	PF12/24

Table 5-3

City / County Search Submissions and Chemicals Screen		
Function/Data	Screen Label	PF Key
System HELP	HELP	PF1/13
Main Menu	MAIN	PF2/14
Previous Screen	PREV	PF3/15
Online query menu	QMENU	PF4/16
Contact name/phone data	CNTCT	PF5/17
Batch report menu	RPTS	PF6/18
Page backward	-PAGE	PF7/19
Page forward	+PAGE	PF8/20
Treatment data	TREAT	PF9/21
Waste minimization data	WASTE	PF10/22
Release/transfer data	RELTR	PF11/23
Activity and use data	USES	PF12/24

Table 5-4

5.3 CAS / Chemical Search

FUNCTION: Use the CAS Number / Chemical Name Search to display information about facilities and their submissions if you have the CAS Number(s) or the chemical/synonym/category name(s). Leading zeroes are not necessary when typing CAS Number(s). If you enter an incomplete or invalid chemical/synonym/category name, a pop-up window will appear listing names that begin with the same first letters. For example:

Formaldehyde searches for facilities releasing this chemical

Form or Form* activates a pop-up window for names starting with 'form'

You can then select the correct spelling from the window and search for facilities with at least one submission reporting releases for this chemical.

Note that the Reporting Year is required and only the first forty (40) characters of a chemical/synonym/category name can be entered. In addition to CAS Number and chemical/synonym/category name, the search can be further limited by supplying one or more of the following:

- EPA Region Code
- State Code
- Five digit ZIP Code

After a search of the database, the names of facilities that meet the search criteria are displayed with their TRI Facility IDs and number of submissions for the applicable Reporting Year. From this screen, the user is given several options, based upon Program Function (PF) keys, to display selected information.

ACCESS: Select option 3 from the Online Queries menu. The CAS Number / Chemical Name Search screen (Figure 5-24) will appear.

PGM: TRQ03OP MAP: TRQ03OM1	TOXIC RELEASE INVENTORY SYSTEM CAS NUMBER / CHEMICAL NAME SEARCH	05/13/91 13:51:06
REQUIRED		
REPORTING YEAR...> 1989		
CAS NUMBER...> _____ _____ _____ _____	--OR--	CHEMICAL/CATEGORY NAME...> FORMALDEHYDE _____ _____ _____
OPTIONAL		
REGION...> 04		
STATE...> NC		
--OR--		
ZIP CODE...> _____		
Key selection criteria and press <ENTER>		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV RPTS		

Figure 5-24

- 1) Type a **REPORTING YEAR**. This is a required field. In this example, Reporting Year '1989' is used.
- 2) Type a **CAS NUMBER** or **CHEMICAL/SYNONYM/CATEGORY NAME** (or range using the wildcard, *). One of these is required. It is not necessary to type leading zeros in CAS Numbers. In this example, 'FORMALDEHYDE' is used. Either upper or lower case letters can be used. The following optional fields may be entered to narrow the search: **REGION**, **STATE**, and **ZIP CODE**. In this example, Region '04' and State 'NC' have been entered. Press <ENTER> to begin the search.

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A list of facilities meeting the search (Figure 5-25) will appear. The search criteria used are displayed at the top of the screen. If the list is longer than one screen, press <PF7/19> to page backward and <PF8/20> to page forward. In addition to the facility name, the TRI Facility ID and the number of submissions received from the facility for that Reporting Year are displayed on each line.

PGM: TRQ03OP	TOXIC RELEASE INVENTORY SYSTEM	06/13/91	
MAP: TRQ03OMA	FACILITIES	10:08:59	
<hr/>			
YEAR: 1989	REGION: 04	STATE: NC	
CHEMICAL: FORMALDEHYDE			
<hr/>			
MARK	FACILITY NAME (** not in alphabetical order **)	TRI ID	# SUBM
X	DU PONT C&P HEALING SPRINGS	27239DPNTRC1BO	3
-	EASCO HAND TOOLS INC.	28053SCHND1228I	11
-	MONSANTO CO.	28301MNSNTCEDAR	6
-	ICI RAYCA	28120RYCCH235TU	8
-	CUSTOMADE CHEMICALS INC.	28217CSTMD4401S	1
-	KOLORTEX CORP.	28208KLRTX2900H	3
-	SYNTHRON INC.	28655SYNTHAMHER	3
-	WEYERHAEUSER CO.	28621WYRHSRT3OF	1
-	WEIMAN CO.	27316WMNC POBOX	14
<hr/>			
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---			
HELP MAIN PREV QMENU RPTS -PAGE +PAGE FACIL DCNS RELTR COORD			

Figure 5-25

- To obtain more information about a particular facility, type an X before the Facility Name in the column labeled 'MARK,' and press <PF9/21>. The Facility Information screen (Figure 5-26) will appear. To return to the Facilities screen, press <PF3/15>.

PGM: TRQ01ON3	TOXIC RELEASE INVENTORY SYSTEM	05/16/91
MAP: TRS90OMB	FACILITY INFORMATION	14:27:37
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRC1BO	REPORTING YEAR: 1989	
STREET: RT #1 BOX 102		
CITY : DENTON		
COUNTY: DAVIDSON		
STATE : NC	ZIP: 27239	
MAILING NAME/ADDRESS:		
NAME : SAME AS ABOVE		
STREET:		
CITY :		
STATE :	ZIP:	
PRIMARY SIC CODE:		
ASSIGNED DUNS : 039129697	PARENT DUNS: 001315704	
ASSIGNED EPA ID : NCD000475608	PARENT CO. : DUPONT	
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP	MAIN	PREV QMENU RPTS DCNS

Figure 5-26

- 4) To display Latitude and Longitude coordinates, type an X before the Facility Name in the column labeled 'MARK,' and press <PF12/24>. The Facility Latitude / Longitude screen (Figure 5-27) will appear. To return to the Facilities screen, press <PF3/15>.

PGM: TRQ010N3 MAP: TRS900MD	TOXIC RELEASE INVENTORY SYSTEM FACILITY LATITUDE / LONGITUDE COORDINATES	05/16/91 14:28:36
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRT1BO REPORTING YEAR: 1989		
FACILITY LATITUDE : +0353645		
FACILITY LONGITUDE : -0801036		
ZIP CENTROID LATITUDE : +0353800		
ZIP CENTROID LONGITUDE : -0800606		
EPA ASSIGNED LATITUDE :		
EPA ASSIGNED LONGITUDE :		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS DCNS		

Figure 5-27

- 5) To display the total amount of Releases and Transfers reporting by a facility for that Reporting Year, type an X before the Facility Name in the column labeled 'MARK,' and press <PF11/23>. The Facility Releases and Transfers screen (Figure 5-28) will appear. To return to the Facilities screen, press <PF3/15>.

PGM: TRQ010N3 MAP: TRS900MC	TOXIC RELEASE INVENTORY SYSTEM FACILITY RELEASES AND TRANSFERS	05/16/91 14:28:25
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRT1BO REPORTING YEAR: 1989		
RELEASES		
FUGITIVE AIR:	11,300	These amounts are the totals for all submissions for this facility and reporting year.
STACK AIR :	32,600	
WATER :		
UNDERGROUND :		
LAND :		
TOTAL RELEASES:	43,900	
TRANSFERS		
POTW :		
OFF-SITE :		
TOTAL TRANSFER:		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS DCNS		

Figure 5-28

Releases include five types: Fugitive Air, Stack Air, Water, Underground, and Land. Transfers include two types: Publicly Owned Treatment Works (POTW) and Other Offsite Locations.

- 6) To display Document Control Numbers and Chemical Names, type an X before the Facility Name in the column labeled 'MARK,' and press <PF10/22>. The Submissions and Chemicals screen (Figure 5-29) will appear. To return to the Facilities screen, press <PF3/15>.

```

PGM: TRS910N          TOXIC RELEASE INVENTORY SYSTEM          05/16/91
MAP: TRS910MA          SUBMISSIONS AND CHEMICALS              14:28:06

FACILITY NAME : DU PONT C&P HEALING SPRINGS
TRI FACILITY ID: 27239DPNTRCT1BO      REPORTING YEAR: 1989

MARK  DOC CNTL NUM      CHEMICAL NAME
-----
  X   13-89-03000421-8-NC  AMMONIA
    13-89-03000422-0-NC  FORMALDEHYDE
    13-89-03000423-2-NC  METHANOL
    - - - - -
    - - - - -
    - - - - -
    - - - - -
    - - - - -
    - - - - -
    - - - - -
    - - - - -

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      HELP  MAIN  PREV  QMENU CNTCT RPTS  -PAGE +PAGE TREAT WASTE RELTR USES
  
```

Figure 5-29

- 7) To display Waste Treatment Methods and Efficiency data, type an X before the DCN in the column labeled 'MARK,' and press <PF9/21>. The Submission Waste Treatment Information screen (Figure 5-30) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

```

PGM: TRS910N          TOXIC RELEASE INVENTORY SYSTEM          05/16/91
MAP: TRS910MC          SUBMISSION WASTE TREATMENT INFORMATION  14:29:03

FACILITY NAME : DU PONT C&P HEALING SPRINGS
TRI FACILITY ID: 27239DPNTRCT1BO      REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC
CHEMICAL NAME: AMMONIA

WASTESTREAM  WASTE TREATMENT METHODS AND EFFICIENCY 1  OF 1
CODE         TREATMENT    RANGE OF SEQUENTIAL TREATMENT  TREATMENT  OPERATING
W            R03          1          TREATMENT    EFFICIENCY/NA  DATA
                        1          90.00  /
                        /
                        /
                        /
                        /
                        /
                        /

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      HELP  MAIN  PREV  QMENU          RPTS
  
```

Figure 5-30

- 8) To display Waste Minimization data, type an X before the DCN in the column labeled 'MARK,' and press <PF10/22>. The Submission Waste Minimization Information screen (Figure 5-31) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

```

PGM: TRS91ON          TOXIC RELEASE INVENTORY SYSTEM          05/16/91
MAP: TRS91OMD        SUBMISSION WASTE MINIMIZATION INFORMATION 14:29:16

FACILITY NAME : DU PONT C&P HEALING SPRINGS
TRI FACILITY ID: 27239DPNTRT1BO    REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC

CHEMICAL NAME: AMMONIA

WASTE MINIMIZATION DATA
TYPE OF MODIFICATION : NA
CURRENT REPORTING YEAR:
PRIOR REPORTING YEAR :
PERCENT CHANGE       :
INDEX                :
REASON FOR ACTION    : NA

MAXIMUM AMOUNT ON SITE: 1,000 TO 9,999 LBS.

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      HELP  MAIN  PREV  QMENU      RPTS
  
```

Figure 5-31

- 9) To display Release and Transfer data, type an X before the DCN in the column labeled 'MARK,' and press <PF11/23>. The Submission Releases and Transfers screen (Figure 5-32) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

```

PGM: TRS91ON          TOXIC RELEASE INVENTORY SYSTEM          05/16/91
MAP: TRS91OME        SUBMISSION RELEASES AND TRANSFERS        14:29:27

FACILITY NAME : DU PONT C&P HEALING SPRINGS
TRI FACILITY ID: 27239DPNTRT1BO    REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC
CHEMICAL NAME: AMMONIA

RELEASES                                REPORTING FOR: AN ENTIRE FACILITY
FUGITIVE AIR:                          300
STACK AIR :                            3,600
WATER :
UNDERGROUND :
LAND :
TOTAL RELEASES:                        3,900

TRANSFERS
POTW :
OFF-SITE :
TOTAL TRANSFER:

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      HELP  MAIN  PREV  QMENU      RPTS
  
```

Figure 5-32

- 10) To display Activity and Uses data, type an X before the DCN in the column labeled 'MARK,' and press <PF12/24>. The Submission Activity and Uses Information screen (Figure 5-33) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

PGM: TRS91ON	TOXIC RELEASE INVENTORY SYSTEM	05/16/91
MAP: TRS91OMF	SUBMISSION ACTIVITY AND USES INFORMATION	14:29:35
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRT1BO	REPORTING YEAR: 1989	
DOC CNTL NUM: 13-89-03000421-8-NC		
CHEMICAL NAME: AMMONIA		
ACTIVITY AND USES:		
ANCILLARY OR OTHER USE		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS		

Figure 5-33

- 11) To display Contact data, type an X before the DCN in the column labeled 'MARK,' and press <PF5/17>. The Submission Contact Information screen (Figure 5-34) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

PGM: TRS91ON	TOXIC RELEASE INVENTORY SYSTEM	06/14/91
MAP: TRS91OMB	SUBMISSION CONTACT INFORMATION	13:28:04
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRT1BO	REPORTING YEAR: 1989	
DOC CNTL NUM: 13-89-03000421-8-NC		
CHEMICAL NAME: AMMONIA		
TECHNICAL CONTACT: G. L. KISER		
PHONE: 609/540-2666		
PUBLIC CONTACT: C. A. CREMEANS		
PHONE: 704/869-4571		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS		

Figure 5-34

The following Tables show PF Keys and corresponding functions for the CAS / Chemical Search.

CAS / Chemical Search Facilities Screen		
Function/Data	Screen Label	PF Key
System HELP	HELP	PF1/13
Main Menu	MAIN	PF2/14
Previous Screen	PREV	PF3/15
Online query menu	QMENU	PF4/16
Batch report menu	RPTS	PF6/18
Page backward	-PAGE	PF7/19
Page forward	+PAGE	PF8/20
Facility data	FACIL	PF9/21
DCN/chemical data	DCNS	PF10/22
Release/transfer data	RELTR	PF11/23
Latitude/longitude data	COORD	PF12/24

Table 5-5

CAS / Chemical Search Submissions and Chemicals Screen		
Function/Data	Screen Label	PF Key
System HELP	HELP	PF1/13
Main Menu	MAIN	PF2/14
Previous Screen	PREV	PF3/15
Online query menu	QMENU	PF4/16
Contact name/phone data	CNTCT	PF5/17
Batch report menu	RPTS	PF6/18
Page backward	-PAGE	PF7/19
Page forward	+PAGE	PF8/20
Treatment data	TREAT	PF9/21
Waste minimization data	WASTE	PF10/22
Release/transfer data	RELTR	PF11/23
Activity and use data	USES	PF12/24

Table 5-6

5.4 Alternate Facility Key Search

FUNCTION: Use the Alternate Facility Key Search to display information about facilities and their submissions if you do not have the facility name but have one or more of the following identifying criteria:

- TRI Facility ID
- DUNS Number
- EPA ID
- Document Control Number (DCN)
- Parent Company DUNS Number
- Parent Company Name

Note that the Reporting Year is required for each selection. In addition to items listed above, the search can be further limited by supplying one of the following:

- CAS Number
- Chemical/Synonym/Compound

After a search of the database, the names of facilities that meet the search criteria are displayed with their TRI Facility IDs and number of submissions for the applicable Reporting Year. From this screen, the user is given several options, based upon Program Function (PF) keys, to display selected information.

ACCESS: Select option 4 from the Online Queries menu. The Facility Key Search screen (Figure 5-35) will appear.

- 1) Type 1 to select TRI Facility ID from the Facility Key Search Selection menu (Figure 5-35). Press <ENTER>. In this example, TRI Facility ID is used.

PGM: TRQ04OP MAP: TRQ04OM1	TOXIC RELEASE INVENTORY SYSTEM FACILITY KEY SEARCH SELECTION	06/13/91 14:52:45
-------------------------------	---	----------------------

1 TRI FACILITY ID
2 DUNS NUMBER
3 EPA ID
4 DOCUMENT CONTROL NUMBER
5 PARENT DUNS NUMBER
6 PARENT COMPANY NAME

Key selection and press <ENTER> ----> _

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
 HELP MAIN PREV RPTS

Figure 5-35

- 2) Type a **REPORTING YEAR**. This is a required field. In this example, '1989' is used.
- 3) Type a **TRI FACILITY ID**. This is also required. Here '27239DPNTCRTC1BO' is used. Upper or lower case letters can be used. The following optional fields may be used to narrow the search: a **CAS NUMBER** or a **CHEMICAL/SYNONYM/CATEGORY NAME**. In this example (Figure 5-36), none of these optional fields are used. Press <ENTER> to begin the search.

PGM: TRQ04OP1 MAP: TRQ04OM2	TOXIC RELEASE INVENTORY SYSTEM FACILITY KEY SEARCH BY TRI FACILITY ID	06/13/91 14:53:07
--------------------------------	--	----------------------

REQUIRED

REPORTING YEAR....> 1989

TRI FACILITY ID....> 27239DPNTCRTC1BO

OPTIONAL

CAS NUMBER....> _____

--OR--

CHEMICAL/CATEGORY NAME....> _____

Key selection criteria and press <ENTER>

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
 HELP MAIN PREV RPTS

Figure 5-36

Figure 5-37

- Figure 5-38**

- 5) To display Latitude and Longitude coordinates, type an X before the Facility Name in the column labeled 'MARK,' and press <PF12/24>. The Facility Latitude / Longitude screen (Figure 5-39) will appear. To return to the Facilities screen, press <PF3/15>.

PGM: TRQ01ON3 MAP: TRS900MD	TOXIC RELEASE INVENTORY SYSTEM FACILITY LATITUDE / LONGITUDE COORDINATES	05/16/91 14:28:36
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRCT1BO REPORTING YEAR: 1989		
FACILITY LATITUDE : +0353645		
FACILITY LONGITUDE : -0801036		
ZIP CENTROID LATITUDE : +0353800		
ZIP CENTROID LONGITUDE : -0800606		
EPA ASSIGNED LATITUDE :		
EPA ASSIGNED LONGITUDE :		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS DCNS		

Figure 5-39

- 6) To display the total amount of Releases and Transfers reported by a facility for that Reporting Year, type an X before the Facility Name in the column labeled 'MARK,' and press <PF11/23>. The Facility Releases and Transfers screen (Figure 5-40) will appear. To return to the Facilities screen, press <PF3/15>.

PGM: TRQ01ON3 MAP: TRS900MC	TOXIC RELEASE INVENTORY SYSTEM FACILITY RELEASES AND TRANSFERS	05/16/91 14:28:25
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRCT1BO REPORTING YEAR: 1989		
RELEASES		
FUGITIVE AIR:	11,300	These amounts are the totals for all submissions for this facility and reporting year.
STACK AIR :	32,600	
WATER :		
UNDERGROUND :		
LAND :		
TOTAL RELEASES:	43,900	
TRANSFERS		
POTW :		
OFF-SITE :		
TOTAL TRANSFER:		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS DCNS		

Figure 5-40

Releases include five types: Fugitive Air, Stack Air, Water, Underground, and Land. Transfers include two types: Publicly Owned Treatment Works (POTW) and Other Offsite Locations.

- 7) To display Document Control Numbers and Chemical Names, type an X before the Facility Name in the 'MARK' column, and press <PF10/22>. The Submissions and Chemicals screen (Figure 5-41) will appear. To return to the Facilities screen, press <PF3/15>.

```

PGM: TRS91ON          TOXIC RELEASE INVENTORY SYSTEM          05/16/91
MAP: TRS91OMA          SUBMISSIONS AND CHEMICALS              14:28:06

FACILITY NAME : DU PONT C&P HEALING SPRINGS
TRI FACILITY ID: 27239DPNTRC1BO      REPORTING YEAR: 1989

MARK  DOC CNTL NUM      CHEMICAL NAME
-----
X     13-89-03000421-8-NC  AMMONIA
      13-89-03000422-0-NC  FORMALDEHYDE
      13-89-03000423-2-NC  METHANOL
      - - - - -
      - - - - -
      - - - - -
      - - - - -
      - - - - -
      - - - - -
      - - - - -
      - - - - -

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      HELP  MAIN  PREV  QMENU CNTCT RPTS  -PAGE +PAGE TREAT WASTE RELTR USES
  
```

Figure 5-41

- 8) To display Waste Treatment Methods and Efficiency data, type an X before the DCN in the column labeled 'MARK,' and press <PF9/21>. The Submission Waste Treatment Information screen (Figure 5-42) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

```

PGM: TRS91ON          TOXIC RELEASE INVENTORY SYSTEM          05/16/91
MAP: TRS91OMC          SUBMISSION WASTE TREATMENT INFORMATION  14:29:03

FACILITY NAME : DU PONT C&P HEALING SPRINGS
TRI FACILITY ID: 27239DPNTRC1BO      REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC
CHEMICAL NAME: AMMONIA

WASTESTREAM  WASTE TREATMENT METHODS AND EFFICIENCY 1  OF 1
CODE         TREATMENT      RANGE OF SEQUENTIAL TREATMENT  OPERATING
W            R03            1          TREATMENT  EFFICIENCY/NA  DATA
              /
              /
              /
              /
              /
              /
              /

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      HELP  MAIN  PREV  QMENU          RPTS
  
```

Figure 5-42

- 9) To display Waste Minimization data, type an X before the DCN in the column labeled 'MARK,' and press <PF10/22>. The Submission Waste Minimization Information screen (Figure 5-43) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

PGM: TRS91ON	TOXIC RELEASE INVENTORY SYSTEM	05/16/91
MAP: TRS91OMD	SUBMISSION WASTE MINIMIZATION INFORMATION	14:29:16
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRT1BO		REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC		
CHEMICAL NAME: AMMONIA		
WASTE MINIMIZATION DATA		
TYPE OF MODIFICATION : NA		
CURRENT REPORTING YEAR :		
PRIOR REPORTING YEAR :		
PERCENT CHANGE :		
INDEX :		
REASON FOR ACTION : NA		
MAXIMUM AMOUNT ON SITE: 1,000 TO 9,999 LBS.		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS		

Figure 5-43

- 10) To display Release and Transfer data, type an X before the DCN in the column labeled 'MARK,' and press <PF11/23>. The Submission Releases and Transfers screen (Figure 5-44) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

PGM: TRS91ON	TOXIC RELEASE INVENTORY SYSTEM	05/16/91
MAP: TRS91OME	SUBMISSION RELEASES AND TRANSFERS	14:29:27
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRT1BO		REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC		
CHEMICAL NAME: AMMONIA		
RELEASES		REPORTING FOR: AN ENTIRE FACILITY
FUGITIVE AIR:	300	
STACK AIR :	3,600	
WATER :		
UNDERGROUND :		
LAND :		
TOTAL RELEASES:	3,900	
TRANSFERS		
POTW :		
OFF-SITE :		
TOTAL TRANSFER:		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS		

Figure 5-44

- 11) To display Activity and Uses data, type an X before the DCN in the column labeled 'MARK,' and press <PF12/24>. The Submission Activity and Uses Information screen (Figure 5-45) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

PGM: TRS91ON	TOXIC RELEASE INVENTORY SYSTEM	05/16/91
MAP: TRS91OMF	SUBMISSION ACTIVITY AND USES INFORMATION	14:29:35
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRT1BO		REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC		
CHEMICAL NAME: AMMONIA		
ACTIVITY AND USES:		
ANCILLARY OR OTHER USE		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS		

Figure 5-45

- 12) To display Contact data, type an X before the DCN in the column labeled 'MARK,' and press <PF5/17>. The Submission Contact Information screen (Figure 5-46) will appear. To return to the Submissions and Chemicals screen, press <PF3/15>.

PGM: TRS91ON	TOXIC RELEASE INVENTORY SYSTEM	06/14/91
MAP: TRS91OMB	SUBMISSION CONTACT INFORMATION	13:28:04
FACILITY NAME : DU PONT C&P HEALING SPRINGS		
TRI FACILITY ID: 27239DPNTRT1BO		REPORTING YEAR: 1989
DOC CNTL NUM: 13-89-03000421-8-NC		
CHEMICAL NAME: AMMONIA		
TECHNICAL CONTACT: G. L. KISER		
PHONE: 609/540-2666		
PUBLIC CONTACT: C. A. CREMEANS		
PHONE: 704/869-4571		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV QMENU RPTS		

Figure 5-46

The following Tables show PF Keys and corresponding functions for the Alternate Facility Key Search.

Alternate Facility Key Search Facilities Screen		
Function/Data	Screen Label	PF Key
System HELP	HELP	PF1/13
Main Menu	MAIN	PF2/14
Previous Screen	PREV	PF3/15
Online query menu	QMENU	PF4/16
Batch report menu	RPTS	PF6/18
Page backward	-PAGE	PF7/19
Page forward	+PAGE	PF8/20
Facility data	FACIL	PF9/21
DCN/chemical data	DCNS	PF10/22
Release/transfer data	RELTR	PF11/23
Latitude/longitude data	COORD	PF12/24

Table 5-7

Alternate Facility Key Search Submissions and Chemicals Screen		
Function/Data	Screen Label	PF Key
System HELP	HELP	PF1/13
Main Menu	MAIN	PF2/14
Previous Screen	PREV	PF3/15
Online query menu	QMENU	PF4/16
Contact name/phone data	CNTCT	PF5/17
Batch report menu	RPTS	PF6/18
Page backward	-PAGE	PF7/19
Page forward	+PAGE	PF8/20
Treatment data	TREAT	PF9/21
Waste minimization data	WASTE	PF10/22
Release/transfer data	RELTR	PF11/23
Activity and use data	USES	PF12/24

Table 5-8

5.5 Submission Display

FUNCTION: Use the Submission Display to display information submitted on an individual Form R. You can search the database if you have one of the following identifying criteria:

- TRI Facility ID
- DUNS Number
- EPA ID
- Document Control Number (DCN)
- Facility Name or range using wildcard, *
- Parent Company DUNS Number
- Parent Company Name or range using the wildcard, *

Note that the Reporting Year is required for each selection. In addition to items listed above, the search can be further limited by supplying one of the following:

- CAS Number
- Chemical/Synonym/Compound

After a search of the database, a series of screens are presented that display all the information from the Form Rs for the applicable Reporting Year. The user may skip to the next Form R in a series at any screen.

ACCESS: Select option 5 from the Online Queries menu. The Submission Display Selection screen (Figure 5-47) will appear.

- 1) Type **1** to select TRI Facility ID from the Submission Display Selection menu (Figure 5-47). In this example, TRI Facility ID is used.

PGM: TRQ05OP MAP: TRQ05OM1	TOXIC RELEASE INVENTORY SYSTEM SUBMISSION DISPLAY SELECTION	06/13/91 14:55:04
<p>1 TRI FACILITY ID</p> <p>2 DUNS NUMBER</p> <p>3 EPA ID</p> <p>4 DOCUMENT CONTROL NUMBER</p> <p>5 FACILITY NAME</p> <p>6 PARENT DUNS NUMBER</p> <p>7 PARENT COMPANY NAME</p>		
<p>Key selection and press <ENTER> ==> _</p>		
<p>Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---</p> <p>HELP MAIN PREV RPTS</p>		

Figure 5-47

- 2) Type a **REPORTING YEAR**. This is a required field. In this example, '1989' is used.
- 3) Type a **TRI FACILITY ID**. This is also required. Here '27239DPNTCRTC1BO' is used. Upper or lower case letters can be used. The following optional fields may be used to narrow the search: a **CAS NUMBER** or a **CHEMICAL/SYNONYM/CATEGORY NAME**. In this example (Figure 5-48), none of these optional fields are used. Press <ENTER> to begin the search.

PGM: TRQ05OP1 MAP: TRQ05OM2	TOXIC RELEASE INVENTORY SYSTEM SUBMISSION DISPLAY BY TRI FACILITY ID	06/13/91 14:55:18
<p>REQUIRED</p> <p>REPORTING YEAR....> 1989</p> <p>TRI FACILITY ID....> 27239DPNTCRTC1BO</p>		
<p>OPTIONAL</p> <p>CAS NUMBER....> _____</p> <p>--OR--</p> <p>CHEMICAL/CATEGORY NAME....> _____</p>		
<p>Key selection criteria and press <ENTER></p>		
<p>Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---</p> <p>HELP MAIN PREV RPTS</p>		

Figure 5-48

TRIS INFORMATION RETRIEVAL USERS GUIDE

The number of submissions found that meet the search criteria will appear. The Reporting Year selected for this search is displayed at the top of the screen (Figure 5-49). The TRI Facility ID entered is also displayed.

PGM: TRQ050P1 MAP: TRQ050M9	TOXIC RELEASE INVENTORY SYSTEM SUBMISSION DISPLAY	06/13/91 14:55:42
--------------------------------	--	----------------------

REPORTING YEAR: 1989

3 SUBMISSION(S) FOUND FOR TRI FACILITY ID 27239DPNTRC1BO

Press <ENTER> to view query
OR
Press the appropriate PF key

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
CONT HELP MAIN PREV RPTS

Figure 5-49

- 4) Press <ENTER> to continue to the next screen (Figure 5-50) to view information about these submissions. To view information about the next submission, press <PF5/17>.

PGM: TRQ050N1 MAP: TRQ050MB	TOXIC RELEASE INVENTORY SYSTEM SUBMISSION DISPLAY	06/13/91 14:55:56
--------------------------------	--	----------------------

REGION: 04 TRI FACILITY ID: 27239DPNTRC1BO

NAME : DU PONT C&P HEALING SPRINGS
STREET: RT #1 BOX 102
CITY : DENTON
COUNTY: DAVIDSON
STATE : NC ZIP: 27239-

DOCUMENT CONTROL NUMBER : 13-89-03000421-8-NC
RPTG FOR ENTIRE FACILITY : A (AN ENTIRE COVERED FACILITY)
MAXIMUM AMOUNT CODE : 03 (1,000--9,999)
CAS NUMBER : 007664-41-7
CHEMICAL NAME : AMMONIA
CERTIFICATION NAME : C. A. CREMEANS
CERTIFICATION TITLE : PLANT MANAGER
CERTIFICATION DATE SIGNED: 04/19/90
SUBM: 1 OF 3 TRIID: 27239DPNTRC1BO / DCN: 13-89-03000421-8-NC

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
CONT HELP MAIN PREV NEXT RPTS

Figure 5-50

If <ENTER> is pressed, the second screen (Figure 5-51) for this submission will appear. The number of screens depends on the amount of information for each submission. Continue to press <ENTER> to view all data for the submission.

PGM: TRQ050N1	TOXIC RELEASE INVENTORY SYSTEM	06/13/91
MAP: TRQ050MC	SUBMISSION DISPLAY	14:56:08
<hr/>		
ASSIGNED DUNS NUMBER	:	039129697
ASSIGNED EPA ID	:	NCD000475608
STATE/COUNTY FIPS CODE	:	37057
ASSIGNED CENTROID LATITUDE	:	+0353800
ASSIGNED CENTROID LONGITUDE	:	-0800606
LATITUDE	:	+0353645
LONGITUDE	:	-0801036
PARENT COMPANY NAME	:	DUPONT
PARENT DUNS NUMBER	:	001315704
TECHNICAL CONTACT NAME	:	G. L. KISER
TECHNICAL CONTACT PHONE	:	(609) 540-2666
PUBLIC CONTACT NAME	:	C. A. CREMEANS
PUBLIC CONTACT PHONE	:	(704) 869-4571
UIC ID	:	
MIXTURE COMPONENT ID	:	NA
<hr/>		
SUBM: 1 OF 3	TRIID: 27239DPNTRC1B0 / DCN: 13-89-03000421-8-NC	
<hr/>		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
CONT HELP MAIN PREV NEXT RPTS		

Figure 5-51

The Table below shows PF Keys and corresponding functions for the Submission Display.

Submission Display		
Function/Data	Screen Label	PF Key
Continue or page forward	CONT	ENTER
System HELP	HELP	PF1/13
Main Menu	MAIN	PF2/14
Previous Screen	PREV	PF3/15
Skip to next submission	NEXT	PF5/17
Batch report menu	RPTS	PF6/18

Table 5-9

5.6 POTW / Offsite Search

FUNCTION: Use the POTW / Offsite Search to display information about Publicly Owned Treatment Works or Offsite disposal locations. You can search using the following criteria:

- POTW / Offsite ID
- POTW / Offsite Name or range using wildcard, *
- POTW / Offsite City or County
- POTW / Offsite ZIP Code

Note that the Reporting Year is required for each selection. When using the POTW / Offsite City / County or POTW / Offsite ZIP Code selections, the search can be further limited by supplying POTW / Offsite Name or range using wildcard, *.

After a search of the database a series of screens are presented which display the following:

- POTW / Offsite Name and Address
- POTW / Offsite ID
- CAS Number
- Document Control Number

ACCESS: Select option 6 from the Online Queries menu. The POTW / Offsite Search screen (Figure 5-52) will appear.

- 1) Type 2 to select the POTW / Offsite Facility Name Search from the POTW / Offsite Search menu (Figure 5-52).

PGM: TRQ060P MAP: TRQ060M1	TOXIC RELEASE INVENTORY SYSTEM POTW / OFFSITE SEARCH	06/13/91 14:56:32
<p>1 POTW / OFFSITE ID</p> <p>2 POTW / OFFSITE FACILITY NAME</p> <p>3 POTW / OFFSITE CITY / COUNTY</p> <p>4 POTW / OFFSITE ZIP CODE</p>		
<p>Key selection and press <ENTER> ==> _</p>		
<p>Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---</p> <p>HELP MAIN PREV RPTS</p>		

Figure 5-52

- 2) Type a **REPORTING YEAR**. This field is required. Reporting Year '1989' is used.
- 3) Type a **POTW / OFFSITE FACILITY NAME** (or range using the wildcard, *). This is also required. Press <ENTER> to begin the search. In this example (Figure 5-53), 'Richmond*' is used. Upper or lower case letters can be used. There are no other optional fields available to narrow the search.

PGM: TRQ060P1 MAP: TRQ060M2	TOXIC RELEASE INVENTORY SYSTEM POTW / OFFSITE SEARCH BY FACILITY ID	06/13/91 14:56:40
<p>REQUIRED</p> <p>REPORTING YEAR.....> 1989</p> <p>POTW / OFFSITE FACILITY ID..> RICHMOND*_____</p>		
<p>Key selection criteria and press <ENTER></p>		
<p>Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---</p> <p>HELP MAIN PREV RPTS</p>		

Figure 5-53

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The number of submissions found that meet the search (Figure 5-54) will appear. The POTW / Offsite Facility Name selected for this search is also displayed.

PGM: TRQ060P2	TOXIC RELEASE INVENTORY SYSTEM	06/13/91
MAP: TRQ060M6	POTW / OFFSITE FACILITY SEARCH	14:57:49

73 POTW / OFFSITE RECORD(S) FOUND FOR NAME RICHMOND*

Press <ENTER> to view
or
Press appropriate PF Key

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
CONT HELP MAIN PREV RPTS

Figure 5-54

- 4) To view detailed information about the POTW / Offsite Facility submissions, press <ENTER>. Two submissions (Figure 5-55) are displayed per screen.

PGM: TRQ060P2	TOXIC RELEASE INVENTORY SYSTEM	06/13/91
MAP: TRQ060MB	POTW/OFFSITE FACILITY SEARCH	14:58:01

POTW/OFFSITE NAME: RICHMOND CITY LANDFILL
ADDRESS: BOX ANGLE RD. (P.O. BOX 250)
RICHMOND KY 40475

TRANSFER OFF-SITE ID: 40475RCHMNBOXAN CAS NUMBER: NA - -
DOC CONTROL NUM: 13-89-03534443-9-KY
1 OF 73

POTW/OFFSITE NAME: RICHMOND CITY LANDFILL
ADDRESS: BOX ANGLE RD. (P.O. BOX 250)
RICHMOND KY 40475

TRANSFER OFF-SITE ID: 40475RCHMNBOXAN CAS NUMBER: 007664-93-9
DOC CONTROL NUM: 13-89-03541144-4-KY
2 OF 73

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
CONT HELP MAIN PREV RPTS

Figure 5-55

The Table below shows PF Keys and corresponding functions for the POTW / Offsite Search.

POTW / Offsite Search		
Function/Data	Screen Label	PF Key
Continue or page forward	CONT	ENTER
System HELP	HELP	PF1/13
Main Menu	MAIN	PF2/14
Previous Screen	PREV	PF3/15
Batch report menu	RPTS	PF6/18

Table 5-10

5.7 Year-to-Year Release / Transfer Comparison

FUNCTION: Use the Year-to-Year Release / Transfer Comparison to display release/transfer information from facilities if you have the TRI Facility ID or the Facility Name (or range using the wildcard, *). You can search on one specific chemical by entering either the chemical/category/synonym name or CAS Number, or you may view all the chemicals for a facility.

ACCESS: Select option 7 from the Online Queries menu. The Year-to-Year Release / Transfer Comparison screen (Figure 5-56) will appear.

PGM: TRQ07OP MAP: TRQ07OM1	TOXIC RELEASE INVENTORY SYSTEM YEAR-TO-YEAR RELEASE / TRANSFER COMPARISON	03/27/91 10:54:34
<hr/>		
REQUIRED	TRI FACILITY ID....> 25143MNSNT1MONS	
	--OR--	
	FACILITY NAME....> _____	
	INCLUDE DELISTED CHEMICALS: Y (Y/N)	
OPTIONAL	CAS NUMBER....> _____	
	--OR--	
	CHEMICAL/CATEGORY NAME....> _____	
	Key selection criteria and press <ENTER>	
<hr/>		
Enter-PF1--PF2--PF3--PF4--PF5--PF6--PF7--PF8--PF9--PF10--PF11--PF12---		
HELP MAIN PREV	RPTS	

Figure 5-56

- 1) Type either the **TRI FACILITY ID** or the **FACILITY NAME**. One field is required. In this example (Figure 5-56), TRI Facility ID '25143MNSNT1MONS' is used. Upper or lower case letters can be used.
- 2) Type **Y** to include delisted chemicals in your search or **N** to exclude them.
- 3) To further limit your search, include a **CAS NUMBER** or a **CHEMICAL/SYNONYM/CATEGORY NAME**. In this example, neither of these optional fields have been entered. Press <ENTER> to begin your search.

Year-to-Year Release / Transfer information (Figure 5-57) will appear for the TRI Facility ID selected.

PGM: TRQ070P	TOXIC RELEASE INVENTORY SYSTEM				06/13/91
MAP: TRQ070M2	YEAR-TO-YEAR RELEASE/TRANSFER COMPARISON				17:49:28
TRIFID: 25143MNSNTIMONS			ADDRESS: 1 MONSANTO RD.		
NAME: MONSANTO CO.			NITRO WV 25143		
* History records exist - may be different name for a previous year *					
CHEMICAL: ALL CHEMICALS INCLUDING DELISTED CHEMICALS					
	1987	1988	1989	1990	1991
# OF SUBMISSIONS	20	19	17	0	0
FUGITIVE AIR	507400	509600	501700	0	0
STACK AIR	100500	118517	196775	0	0
WATER	57100	434350	432250	0	0
UNDERGROUND	0	0	0	0	0
LAND	16350	16150	1950	0	0
REL TOTALS	681350	1078617	1132675	0	0
POTW	0	0	0	0	0
OFF-SITE	67000	66800	14000	0	0
TRANS TOTALS	67000	66800	14000	0	0
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---					
HELP MAIN PREV			RPTS		

Figure 5-57

- 4) To end your search, press <PF3/15> or <ENTER>.

The Table below shows PF Keys and corresponding functions for the Year-to-Year Release / Transfer Comparison.

Year-to-Year Release / Transfer Comparison		
Function/Data	Screen Label	PF Key
System HELP	HELP	PF1/13
Main Menu	MAIN	PF2/14
Previous Screen	PREV	PF3/15
Batch report menu	RPTS	PF6/18

Table 5-11

5.8 Historical Facility Information Search

FUNCTION: Use the Historical Facility Information Search to display historical information about a facility. Historical data includes Facility Name and Address, Parent Company DUNS Number, and Parent Company Name. You can search using the following identifying criteria:

- TRI Facility ID
- Historical Facility Name or range using wildcard, *
- Historical City / County
- Historical Region / State / ZIP Code
- Historical Parent DUNS Number
- Historical Parent Company Name or range using wildcard, *

Note that the Reporting Year is required. After a search of the database, a series of screens will be presented that display current facility data on the left-hand side and historical facility data on the right-hand side.

ACCESS: Select option **8** from the Online Queries menu. The Historical Facility Information Search screen (Figure 5-58) will appear.

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- 1) To search the database by Historical Facility Name, type 2 from the Historical Facility Information Search menu (Figure 5-58). Press <ENTER>.

PGM: TRQ080P MAP: TRQ080M1	TOXIC RELEASE INVENTORY SYSTEM HISTORICAL FACILITY INFORMATION SEARCH	06/13/91 14:59:48
<p>1 TRI FACILITY ID</p> <p>2 HISTORICAL FACILITY NAME</p> <p>3 HISTORICAL CITY / COUNTY</p> <p>4 HISTORICAL REGION / STATE / ZIP CODE</p> <p>5 HISTORICAL PARENT DUNS NUMBER</p> <p>6 HISTORICAL PARENT COMPANY NAME</p>		
<p>Key selection and press <ENTER> ==> 2</p>		
<p>Enter--PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---</p> <p>HELP MAIN PREV RPTS</p>		

Figure 5-58

- 2) Type a **REPORTING YEAR**. This is a required field. Reporting Year '1988' is used.
- 3) Type a **HISTORICAL FACILITY NAME** (or range using the wildcard, *). This is also required. Press <ENTER> to begin the search. In this example (Figure 5-59), 'KEE*' is used. Upper or lower case letters can be used. There are no other optional fields available to narrow the search.

PGM: TRQ080N2 MAP: TRQ080M3	TOXIC RELEASE INVENTORY SYSTEM HISTORY SEARCH BY FACILITY NAME	06/13/91 15:00:29
<p>REQUIRED</p> <p>REPORTING YEAR.....> 1988</p> <p>HISTORICAL FACILITY NAME.....> KEE*_____</p>		
<p>Key selection criteria and press <ENTER></p>		
<p>Enter--PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---</p> <p>HELP MAIN PREV RPTS</p>		

Figure 5-59

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A list of facilities meeting the search and their TRI Facility ID (Figure 5-60) will appear. The search criteria used are displayed at the top of the screen. If the list is longer than one screen, press <PF7/19> to page backward and <PF8/20> to page forward.

PGM: TRS030N	TOXIC RELEASE INVENTORY SYSTEM	06/14/91
MAP: TRS030M1	HISTORY FACILITY NAME SELECTION SCREEN	13:19:39

NAME: KEE*

MARK	FACILITY NAME	TRI FACILITY ID
---	-----	-----
-	KEELER BRASS AUTOMOTIVE	49502KLRBR236ST
-	KEELER BRASS AUTOMOTIVE	49508KLRBR29293
-	KEELER BRASS CO.	49503KLRBR955GO
X	KEENE CORP.	19701KNCRP1100G
-	KEESHAN & BOST CHEMICAL CO. INC.	77578KSHNB22102
-		
-		
-		
-		
-		

Enter--PF1---	PF2---	PF3---	PF4---	PF5---	PF6---	PF7---	PF8---	PF9---	PF10---	PF11---	PF12---
HELP	MAIN	PREV			RPTS	-PAGE		SELCT			

Figure 5-60

- To obtain more information about a particular facility, type an X before the Facility Name in the column labeled 'MARK,' and press <PF9/21>. The number of history records found that meet the search and the Facility Name (Figure 5-61) will appear. To return to the Historical Facility Name screen, press <PF3/15>.

PGM: TRQ080N2		TOXIC RELEASE INVENTORY SYSTEM	06/14/91
MAP: TRQ080M8		HISTORICAL FACILITY SEARCH	13:20:50
1 HISTORY RECORD(S) FOUND FOR FACILITY NAME KEENE CORP.			
Press <ENTER> to view			
or			
Press appropriate PF Key			
Enter--PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---			
HELP MAIN PREV		RPTS	

Figure 5-61

- 5) To view detailed information about the Historical Facility submissions, press <ENTER>. Current facility information is displayed on the left and Historical information on the right (Figure 5-62).

PGM: TRQ080N9		TOXIC RELEASE INVENTORY SYSTEM		06/14/91	
MAP: TRQ080MB		HISTORICAL FACILITY SEARCH		13:20:58	
CURRENT			HISTORICAL		
19701KNCRP1100G		REPORTING YEAR: 1988			
ARLON INC.		:TRI FACIL ID:			
1100 GOVERNOR LEA RD.		:FACILITY NAME: .KEENE CORP.			
BEAR		:ADDRESS:		1100 GOVERNOR LEA RD.	
DE 19701	:CITY/ST/ZIP:	BEAR	DE 19701		
NEW CASTLE	: COUNTY :	NEW CASTLE			
BAIRNCO CORP.	:PARENT NAME:	BAIRNCO CORP.			
018288621	:PARENT DUNS:	018288621			
REASON FOR CHANGE:					
Press <ENTER> to continue				1 OF 1	
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---					
HELP MAIN PREV			RPTS		

Figure 5-62

- 6) Press <ENTER> to view all available data.

The Table below shows PF Keys and corresponding functions for the Historical Facility Search.

Historical Facility Search		
Function/Data	Screen Label	PF Key
System HELP	HELP	PF1/13
Main Menu	MAIN	PF2/14
Previous Screen	PREV	PF3/15
Batch report menu	RPTS	PF6/18

Table 5-12

5.9 Chemical Table Search

FUNCTION: Use the Chemical Table Search to display information about Chemical, Synonym, and Category names from the TRI Chemical Table. This search does not examine actual submissions. By entering a name without the wildcard, *, you will search for an exact match. By entering a beginning portion of name with the wildcard, *, you will search for chemicals with like names. For example:

Formaldehyde searches the table only for this chemical name

Form* searches for all chemical/synonym/category names starting with 'form'

After a search of the database, the names of chemicals, synonyms, and categories that meet the search criteria are displayed with their CAS Numbers.

ACCESS: Select option 9 from the Online Queries menu. The Chemical Table Search screen (Figure 5-63) will appear.

- 1) Type a **CHEMICAL** or **CATEGORY** or **SYNONYM NAME** (or range using the wildcard, *). This is a required field. In this example (Figure 5-63), 'FORM*' is used. Press <ENTER> to begin the search. There are no other optional fields available to narrow the search.

PGM: TRQ090P MAP: TRQ090M1	TOXIC RELEASE INVENTORY SYSTEM CHEMICAL TABLE SEARCH	06/14/91 13:21:28
REQUIRED		
CHEMICAL or CATEGORY or SYNONYM...> FORM*_____		
Key selection criteria and press <ENTER>		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV RPTS		

Figure 5-63

A detailed Chemical/Synonym/Category listing that meets the search criteria (Figure 5-64) will appear. If the list is longer than one screen, press <PF7/19> to page backward and <PF8/20> to page forward. In addition to the Chemical/Synonym/Category name, the CAS Number is displayed on each line. To return to the Chemical Table Search screen, press <PF3/15>.

PGM: TRQ090P MAP: TRQ090M2	TOXIC RELEASE INVENTORY SYSTEM CHEMICAL TABLE SEARCH	06/14/91 13:21:41
CHEMICAL / CATEGORY / SYNONYM	CAS NUMBER	
FORMALDEHYDE	000050-00-0	
FORMALDEHYDE SOLUTION	000050-00-0	
FORMALDEHYDE, GAS	000050-00-0	
FORMALIN	000050-00-0	
FORMALINE BLACK C	001937-37-7	
FORMALITH	000050-00-0	
FORMIC ACID, CHLORO-, ETHYL ESTER	000541-41-3	
FORMIC ALDEHYDE	000050-00-0	
FORMIC ANAMMONIDE	000074-90-8	
FORMIC BLACK C	001937-37-7	
FORMIC BLACK CW	001937-37-7	
FORMIC BLACK EA	001937-37-7	
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV RPTS -PAGE +PAGE		

Figure 5-64

The Table below shows PF Keys and corresponding functions for the Chemical Table Search.

Chemical Table Search		
Function/Data	Screen Label	PF Key
System HELP	HELP	PF1/13
Main Menu	MAIN	PF2/14
Previous Screen	PREV	PF3/15
Batch report menu	RPTS	PF6/18
Page backward	-PAGE	PF7/19
Page forward	+PAGE	PF8/20

Table 5-13

6 BATCH REPORTS

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6 BATCH REPORTS

FUNCTION: Use the Batch Reports to search and send information from the database to a printer attached to the IBM ES/9000. There are currently seven (7) reports available. Batch reports are done primarily to search for and print information for a geographic area, SIC codes, specific chemicals, and facilities. Additional reports are available to compare releases/transfers across all years for a facility or geographic area and display data applicable to POTW and Offsite locations.

ACCESS: Select option 2 from the Data Retrieval menu.

- 1) To select a specific report, type the *CORRESPONDING NUMBER* at the Batch Report menu (Figure 6-1), and press <ENTER>.

PGM: TRR00OP	TOXIC RELEASE INVENTORY SYSTEM	06/18/91
MAP: TRR00OM0	BATCH REPORT MENU	12:36:40

1 GEOGRAPHIC / CHEMICAL PROFILE REPORT	7 YEAR-TO-YEAR COMPARISON REPORT
2 POTW / OFF-SITE LOCATION REPORT	8 Future use
3 FACILITY PROFILE REPORT	9 Future use
4 FORM 'R' FACSIMILE REPORT	10 Future use
5 REGIONAL TRIS SUBMISSIONS REPORT	11 Future use
6 CHEMICAL/GEOGRAPHIC/SIC CODE REPORT	12 CHANGE BATCH REPORT PROFILE

Key selection and press <ENTER> ==> __

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
HELP MAIN PREV QUERY

Figure 6-1

6.1 Controlling Where and When Reports Print

FUNCTION: The TRIS user must decide where and when reports print when generating the information. This is done by setting report printing parameters. The Batch Report Profile screen controls the printing report parameters. Use it to control the account, time, priority, output destination, and number of copies for the report selected from the Report Menu. Before submitting a report to print the first time, the user should contact their region's Account Manager regarding this information.

ACCESS: Select option 12 from the Batch Report menu. The Batch Report Profile screen (Figure 6-2) will appear.

TRR010M1	TOXIC RELEASE INVENTORY SYSTEM BATCH REPORT PROFILE		07/04/90

USER-ID: GJA	ACCOUNT NO: TRISBMSP		
BIN/BOX: D166	PRIORITY: 2		
CPU-TIME: 05,00	REMOTE NO: N3_____		
COPIES: 1_			
PRESS <ENTER> TO CONTINUE			

Enter-PF1---	PF2---	PF3---	PF4---
HELP	MAIN	PREV	QUERY
PF5---	PF6---	PF7---	PF8---
PF9---	PF10---	PF11---	PF12---

Figure 6-2

The Batch Report Profile screen displays the current User ID. All other variables can be modified to meet individual user requirements. After users have entered batch report parameters, they are stored in the system for future reference. The Batch Profile Report screen will not be displayed again, unless requested by the user.

- 1) Type the **ACCOUNT NUMBER** you are charging. The default is TRISDBMSP.
- 2) Type the **BIN/BOX** where you want the final report to be printed. The default is D166 (TRIS User Support at the Washington Information Center).
- 3) Type the estimated **TIME** in minutes, seconds. This parameter specifies the maximum amount of CPU time. The default is 5 CPU minutes. See Section 4.0 of the NCC IBM User's Guide for a more detailed explanation.
- 4) Type the **PRIORITY** for this job. The default is 2. Priority 1 is overnight. See Section 5.3.2 of the NCC IBM User's Guide for a more detailed explanation.
- 5) Type your **REMOTE PRINTER NUMBER** beginning with **R** (e.g., R114) or destination (see table below). The default is **WIC** (Washington Information Center). Output may be held on the system by using 'R255' or 'HOLD'.
- 6) Type the number of **COPIES** needed. The default is 1. When all fields are complete, press <ENTER>. Since parameters are stored for each user, it is unnecessary to reenter the same parameters to run other reports.

HELP is available for all fields. To view HELP screens, move the cursor to the desired field and press <PF1/13>. Press <PF2/14> to return to the Main Menu. Press <PF3/15> to return to the previous screen.

<u>Regional Office</u>	<u>Destination</u>
WIC	WIC
New York	NY
Denver	DV
Dallas	DA
Seattle	SE
Atlanta	AT
Kansas City	KC
Philadelphia	PH
Boston	BN
Chicago	CH

6.2 Recording the Job Number

FUNCTION: After the user types the selection criteria for a report (discussed in detail in the following sections) and presses <ENTER>, the report is submitted to the ES/9000 and assigned a job number. It is recommended that users record their job numbers so that all reports can be accounted for once they are retrieved. The job number is displayed in a window. An example appears in figure 6-3.

```

PGM: TRR000N1          TOXIC RELEASE INVENTORY SYSTEM          06/18/91
MAP: TRR000M1    GEOGRAPHIC LOCATION / CHEMICAL PROFILE SELECTION 12:38:00
-----
REQUIRED:              REPORTING YEAR....> 1989

GEOGRAPHIC LOCATION SELECTION:
      REGION.....> 03          STATE.....> VA
      CITY.....> RICHMOND
      COUNTY.....>
      ZIP CODE...>          SIC CODE...>

CHEMICAL PROFILE SELECTION:
      +-----+
      |              JOB JOB12345 Submitted Successfully              |
      | Press <ENTER> to Return to Previous Screen                    |
      |T FORMAT: |
      |1) FACILIT |-----+> 3
      |2) RELEASE +-----+
      |3) RELEASES/TRANSFERS + ACTIVITY/USE PER FACILITY
      +-----+
      Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
            HELP  MAIN  PREV          PROFL QUERY
  
```

Figure 6-3

- 1) After recording the job number, press <ENTER> to return to the previous screen.

6.3 Geographic / Chemical Profile Report

FUNCTION: This report lists all facilities within a geographic location and/or submitting a specific chemical. Submissions are selected from the Geographic Location / Chemical Profile Report Selection screen by supplying geographic selection criteria and/or CAS Number or Chemical/Synonym/Category Name. This report is sorted on facility name. See Appendix B for an example of this report. A specific report format must be chosen from the following three options:

- 1) **Facility Identification Information:** Listed for each facility is Name, Address, EPA ID, TRI Facility ID, and the primary SIC Code with a total of facilities selected.

- 2) **Releases / Transfers Per Facility:** Listed for each facility is the amount of releases to air, water and land, transfers to off-site/POTW locations, and the total amount of releases and transfers, besides the above information. This report will also show the aggregate release and transfers for all facilities selected.

- 3) **Releases / Transfers and Activity / Use Per Facility:** Listed for each facility are the activities and uses of the chemical in addition to the above information.

ACCESS: Select option 1 from the Batch Report menu. The Geographic Location / Chemical Profile Selection screen (Figure 6-4) will appear.

- 1) Type a **REPORTING YEAR**. This is a required field. In this example, '1989' is used.
- 2) Type either **GEOGRAPHIC LOCATION** or **CHEMICAL PROFILE** information. For Geographic Location, the following optional fields may be entered to narrow the search: **REGION, STATE, CITY, COUNTY, ZIP CODE**, and **SIC CODE**. In this example, Region '03,' State 'Va,' and City 'Richmond' are used. Upper or lower case letters can be used. For Chemical Profile information, the following fields may be entered to narrow the search: either a **CAS NUMBER** or **CHEMICAL/SYNONYM/CATEGORY NAME**. In this example, Chemical Profile information was not used. You must enter at least one of these fields.
- 3) Type the **REPORT FORMAT**. This is a required field. In this example, '3' was used. Press **<ENTER>** to submit the report. Your job is submitted and a message appears at the bottom of the screen advising you of the job number assigned.

PGM: TRR000N1	TOXIC RELEASE INVENTORY SYSTEM	06/18/91
MAP: TRR000M1	GEOGRAPHIC LOCATION / CHEMICAL PROFILE SELECTION	12:38:00

REQUIRED: REPORTING YEAR....> 1989

GEOGRAPHIC LOCATION SELECTION:

REGION....> 03	STATE.....> VA
CITY.....> RICHMOND	
COUNTY....> _____	
ZIP CODE..> _____	SIC CODE..> _____

CHEMICAL PROFILE SELECTION:

CAS NUMBER.....> _____	--OR--
CHEMICAL NAME....> _____	

AVAILABLE REPORT FORMATS:

1) FACILITY IDENTIFICATION INFORMATION	SELECT REPORT FORMAT:
2) RELEASES/TRANSFERS PER FACILITY	(1,2,3)> 3
3) RELEASES/TRANSFERS + ACTIVITY/USE PER FACILITY	

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---

HELP MAIN PREV PROFL QUERY

Figure 6-4

- 4) Record the **JOB NUMBER** and press **<ENTER>** to return to the Geographic Location / Chemical Profile Selection screen.

FUNCTION: This report lists all facilities transferring chemicals to a specified POTW or Off-Site location. Submissions are selected from the POTW / Off-Site Location Report Selection screen by supplying a POTW / Off-Site ID or POTW / Off-Site name. The selection can be further limited by supplying a CAS number or Chemical/Synonym/Category name. This report is sorted by POTW / Off-Site name and CAS Number. See Appendix B for an example of this report.

ACCESS: Select option **2** from the Batch Report menu. The POTW/Off-Site Location Selection screen (Figure 6-5) will appear.

```

PGM: TRR000N2          TOXIC RELEASE INVENTORY SYSTEM          06/18/91
MAP: TRR000M2          POTW/OFF-SITE LOCATION REPORT SELECTION 12:39:21

```

```

      REPORTING YEAR....> 1989

      POTW/OFFSITE ID....> _____

                        --OR--

      POTW/OFFSITE NAME....> BFI WASTE SYSTEMS_____

      SEARCH CAN BE LIMITED BY SUPPLYING CHEMICAL INFORMATION:

      CAS NUMBER....> _____      --OR--
      CHEMICAL NAME.> _____

```

```

      Key Selection Criteria and Press <ENTER> to Submit Report

```

```

Enter- PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      HELP  MAIN  PREV          PROFIL QUERY

```

Figure 6-5

- 1) **Type a REPORTING YEAR.** This is a required field. In this example, '1989' is used.
- 2) **Type either a POTW OFF-SITE ID or POTW OFF-SITE NAME.** One of these is required. In this example, 'BFI WASTE SYSTEMS' is used. Upper or lower case letters can be used. The following optional fields may be entered to narrow the search: CAS

NUMBER or CHEMICAL/SYNONYM/CATEGORY NAME. In this example (Figure 6-2), none of these optional fields have been entered. Press **<ENTER>** to submit the report. Your job is submitted and a message appears at the bottom of the screen advising you of the job number assigned.

- 3) Record the **JOB NUMBER** and press **<ENTER>** to return to the POTW/Off-Site Location Report Selection screen.

6.5 Facility Profile Report

FUNCTION: This report lists all information for a selected facility or submission on the database. The length of this report depends upon the number of Off-Site locations, POTWs, and waste treatment methods/efficiency entries in the submission. Facilities or submissions must be selected from the Facility Profile Report Selection screen by one of the following:

- TRI Facility ID
- DUNS Number
- Parent DUNS Number
- EPA ID
- Document Control Number
- Facility Name or range using the wildcard, *

The search can be limited by supplying a CAS Number or Chemical/Synonym/Category name. All versions of the resulting report are identical in format, except the first page, that lists the selection criterion. See Appendix B for an example of this report.

ACCESS: Select option 3 from the Batch Report menu. The Facility Profile Report Selection screen (Figure 6-6) will appear.

- 1) Type a **REPORTING YEAR**. This is a required field. In this example, '1989' is used.
- 2) Select the **FACILITY** based on the following options: **TRI FACILITY ID, DUNS NUMBER, PARENT DUNS NUMBER, EPA ID NUMBER, DOCUMENT**

CONTROL NUMBER, or **FACILITY NAME** (or range using the wildcard, *). This is also required; you must enter at least one field. In this example, the TRI Facility ID '27239DPNTRC1BO' is used. Upper or lower case letters can be used. If a facility name range is entered, the Facility Name Selection screen is displayed. Select the facility of choice by placing an X before the facility name and pressing <PF9/21>. The following optional Chemical information fields may be entered to narrow the search: **CAS NUMBER** or **CHEMICAL/SYNONYM/CATEGORY NAME**. In this example, none of these optional fields have been entered. Press <ENTER> to submit the report. Your job is submitted and a message appears at the bottom of the screen advising you of the job number assigned.

PGM: TRR000N3	TOXIC RELEASE INVENTORY SYSTEM	06/18/91
MAP: TRR000M3	FACILITY PROFILE REPORT SELECTION	12:42:16
REPORTING YEAR:...> 1989		
PLEASE ENTER	TRI FACILITY ID.....> 27239DPNTRC1BO	--OR--
	DUNS NUMBER.....> _____	--OR--
	PARENT DUNS NUMBER.....> _____	--OR--
	EPA ID NUMBER.....> _____	--OR--
	DOCUMENT CONTROL NUMBER.....> _____	--OR--
	FACILITY NAME.....> _____	
SEARCH CAN BE LIMITED BY SUPPLYING CHEMICAL INFORMATION TO:		
	CAS NUMBER.....> _____	--OR--
	CHEMICAL NAME.....> _____	
Key Selection Criteria and Press <ENTER> to Submit Report		
Enter--PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV PROFL QUERY		

Figure 6-6

- Record the **JOB NUMBER** and press <ENTER> to return to the Facility Profile Report Selection screen.

6.6 Form R Facsimile Report

FUNCTION: This report lists all information for a selected facility or submission on the database. This report displays the submitted data in the same order as they were submitted on Form R. Submissions must be selected from the Form R Facsimile Report Selection screen by one of the following:

- TRI Facility ID
- EPA ID Number
- Parent DUNS Number
- DUNS Number
- Facility Name or range using the wildcard, *
- Document Control Number

The search can be limited by supplying a CAS number or Chemical/Synonym/Category name. All versions of the resulting report are identical in format, except the first page, listing the selection criteria. See Appendix B for an example of this report.

ACCESS: Select option 4 from the Batch Report menu. The Form R Facsimile Report screen (Figure 6-7) will appear.

- 1) Type a **REPORTING YEAR**. This is a required field. In this example, '1989' is used.
- 2) Select the **FACILITY** based on the following options: **TRI FACILITY ID, DUNS NUMBER, PARENT DUNS NUMBER, EPA ID NUMBER, DOCUMENT CONTROL NUMBER, or FACILITY NAME** (or range using the wildcard, *). This

is also required, you must enter at least one field. In this example, the TRI Facility ID '27239DPNTCART1BO' is used. Upper or lower case letters can be used. If a facility name range is entered, the Facility Name Selection screen is displayed. Select the facility of choice by placing an X before the facility name and pressing <PF9/21>. Press <ENTER> to submit the report. Your job is submitted and a message appears at the bottom of the screen advising you of the job number assigned.

PGM: TRR000N4 MAP: TRR000M4	TOXIC RELEASE INVENTORY SYSTEM FORM 'R' FACSIMILE REPORT	06/18/91 12:42:41
REPORTING YEAR....> 1989		
TRI FACILITY ID.....>	27239DPNTCART1BO	--OR--
EPA ID NUMBER	_____	--OR--
PARENT DUNS NUMBER.....>	_____	--OR--
DUNS NUMBER.....>	_____	--OR--
FACILITY NAME.....>	_____	--OR--
DOCUMENT CONTROL NUMBER....>	_____	
Key Selection Criteria and Press <ENTER> to Submit Report		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP MAIN PREV PROFL QUERY		

Figure 6-7

- Record the **JOB NUMBER** and press <ENTER> to return to the Form R Facsimile Report screen.

6.7 Regional TRIS Submissions Report

FUNCTION: This report lists facility and chemical information for individual submissions within a specified geographical area. Submissions are selected using the Regional TRIS Submissions Report Selection screen. A summary is provided for each state as well as a final report summary, which includes number of submissions, number of facilities, and a list of chemicals/categories reported within the region of interest. The selection may be further limited by entering a state or ZIP code. This report is sorted by state, city, and facility name. See Appendix B for an example of this report.

ACCESS: Selection option 5 from the Batch Report menu. The Regional TRIS Submission Report screen (Figure 6-8) will appear.

PGM: TRR000N5 MAP: TRR000M5	TOXIC RELEASE INVENTORY SYSTEM REGIONAL TRIS SUBMISSIONS REPORT	06/18/91 12:43:40
REPORTING YEAR....> 1989		
REGION.....> 03		
STATE.....> VA		
ZIP CODE.....> 23231		
Key Selection Criteria and Press <ENTER> to Submit Report		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP MAIN PREV PROFL QUERY		

Figure 6-8

- 1) Type a **REPORTING YEAR**. This is a required field. In this example, '1989' is used.

- 2) Type **GEOGRAPHIC** information from the following options: **REGION CODE**, **STATE**, or **ZIP CODE** (or range using the wildcard, *). One of these fields is required. In this example, Region '03,' State 'Va,' and ZIP Code '23231' are used. Press **<ENTER>** to submit the report. Your job is submitted and a message appears at the bottom of the screen advising you of the job number assigned.

- 3) Record the job number, press **<ENTER>** to return to the Regional TRIS Submissions Report Selection screen.

ACCESS: Select option 6 from the Batch Report menu. The Chemical/Geographic/SIC Code Report screen (Figure 6-9) will appear.

- ```

PGM: TRR000N6 TOXIC RELEASE INVENTORY SYSTEM 06/18/91
MAP: TRR060M1 CHEMICAL/GEOGRAPHICAL/SIC CODE REPORT 16:35:56

REPORTING YEAR: 1989 CONTROL TOTALS ONLY: N (Y/N)
 CLEAN AIR ACT CHEMICALS ONLY: N (Y/N)

PART 1: ENTER CAS NUMBER.....> _____
 --OR--
 CHEMICAL/CATEGORY NAME.....> toluene _____

PART 2: ENTER REGION.> 03 (01 THRU 10) STATE...> va
 CITY...> _____ (MUST ENTER A STATE ALSO)
 COUNTY...> _____ ' ' ' ' ' ' ' ' ' '
 ZIP....> _____

PART 3: ENTER SIC CODE (SOURCE CATEGORY)...> _____

 Note: Just entering Part 3 criteria will cause the entire file to be read.
 At least 5 minutes CPU time should be given.
 Press <ENTER> to continue

Enter--PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
 HELP MAIN PREV QUERY

```

- 2) To avoid reporting Control Totals only, press <TAB> for 'No.'
- 3) To avoid reporting Clean Air Act chemicals only, press <TAB> for 'No.'

- 4) Type **CHEMICAL, GEOGRAPHIC, or SIC CODE** selection criteria from Part 1 and/or Part 2 and/or Part 3. At least one part must be entered. To narrow the report, you may use more than one part. Press **<ENTER>** to proceed to the sort selection screen.
- 5) Specify the **SORT SEQUENCE** by typing numbers '1' through '7' in front of the various selections (Figure 6-10), where '1' is the highest level sort and '7' is the lowest level sort. At least one field must be selected for sorting. If CAS Number or Chemical/Category Name was specified, this automatically becomes the highest level sort. Summary totals are listed for each sorted field. Press **<ENTER>** to begin the report. Your job is submitted and a message appears at the bottom of the screen advising you of the job number assigned.
- 6) Record the **JOB NUMBER**, press **<ENTER>** to return to the Regional TRIS Submissions Report Selection screen.

|               |                                       |          |
|---------------|---------------------------------------|----------|
| PGM: TRR000N6 | TOXIC RELEASE INVENTORY SYSTEM        | 06/19/91 |
| MAP: TRR060M2 | CHEMICAL/GEOGRAPHICAL/SIC CODE REPORT | 12:23:11 |

---

Enter the desired sort order

---

1 CAS NUMBER OR CATEGORY  
 -- REGION  
 -- STATE  
 -- CITY  
 -- COUNTY  
 -- ZIP CODE  
 -- SIC CODE

Note: Highest level sort should be '1', next level '2', etc.  
 For example, sorting city within state would be  
 1 STATE 2 CITY  
 Summary totals will be given for each sorted field.

Press <ENTER> to submit report

---

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---  
 HELP MAIN PREV PROFL QUERY

Figure 6-10

## 6.9 Year-To-Year Release / Transfer Comparison

---

**FUNCTION:** The Year-To-Year Release / Transfer Comparison Report displays release / transfer information from submissions based on the following:

- Geographic Location
- TRI Facility ID
- Facility Name / Facility Name Range
- CAS Number
- Chemical/Synonym/Category Name

Submissions are selected from the Year-To-Year Release / Transfer Comparison Selection screen. The user can select the report to run with or without delisted chemicals. See Appendix B for an example of this report.

**ACCESS:** Select option 7 from the Batch Report menu. The Year-to-Year Release / Transfer Comparison Selection screen (Figure 6-11) will appear.

- 1) Type either **GEOGRAPHIC LOCATION** or **FACILITY** information. For Geographic Location, the following optional fields may be entered to narrow the search: **REGION**, **STATE**, **CITY**, **COUNTY**, and **ZIP CODE**. In this example (Figure 6-10), Region '03,' State 'Va,' and City 'Richmond' are used. Upper or lower case letters can be used. For **FACILITY** information, the following fields may be entered to narrow the search: either a **TRI FACILITY ID** or **FACILITY NAME**. In this example, Facility information was not used. You must enter at least one of these fields. One selection criterion is required, but using several will narrow the search.

The following optional fields may be entered to narrow the search: **CAS NUMBER** or **CHEMICAL/SYNONYM/CATEGORY NAME**. In this example, none of these optional fields have been entered. Press **<ENTER>** to submit the report. Your job is submitted and a message appears at the bottom of the screen advising you of the job number assigned.

|                                                                                   |                                                     |                      |          |
|-----------------------------------------------------------------------------------|-----------------------------------------------------|----------------------|----------|
| PGM: TRR000N7                                                                     | TOXIC RELEASE INVENTORY SYSTEM                      |                      | 06/18/91 |
| MAP: TRR000M7                                                                     | YEAR-TO-YEAR RELEASE/TRANSFER COMPARISON SELECTIONS |                      | 12:44:34 |
| BY GEOGRAPHIC LOCATION                                                            |                                                     |                      |          |
| REGION.....> 03                                                                   | STATE.....> VA                                      | ZIP CODE.....> _____ |          |
| CITY.....> RICHMOND                                                               | COUNTY.....> _____                                  |                      |          |
| BY FACILITY                                                                       |                                                     |                      |          |
| TRI FACILITY ID.....> _____                                                       |                                                     | --OR--               |          |
| FACILITY NAME.....> _____                                                         |                                                     |                      |          |
| INCLUDE DELISTED CHEMICALS: N (Y/N)                                               |                                                     |                      |          |
| SEARCH CAN BE LIMITED BY SUPPLYING CHEMICAL INFORMATION:                          |                                                     |                      |          |
| CAS NUMBER.....> _____                                                            |                                                     | --OR--               |          |
| CHEMICAL NAME...> _____                                                           |                                                     |                      |          |
| Key Selection Criteria and Press <ENTER> to Submit Report                         |                                                     |                      |          |
| Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- |                                                     |                      |          |
| HELP MAIN PREV                                                                    |                                                     | PROFL QUERY          |          |

Figure 6-11

- Record the **JOB NUMBER** and press **<ENTER>** to return to the Year-to-Year Release / Transfer Comparison Selection screen.

## **7 DATA OFFLOAD**



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## 7 DATA OFFLOAD

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**FUNCTION:** The Data Offload enables the user to create a customized extract file from the TRI database. By supplying geographic and/or chemical search criteria, and then choosing any combination of TRI data elements; a program is automatically constructed and executed that offloads the data onto an IBM ES/9000 mainframe sequential (extract) file.

Besides the extract file, the function also produces a dBASE description file. The dBASE description file is generated to help in the creation of a dBASE database on a PC or LAN.

Some users will wish to download the extract file and dBASE description file to a PC or LAN. To download or transfer files from the IBM ES/9000 mainframe to a PC or LAN, the PC used must have:

- Communications program installed
- Connection to the IBM ES/9000 mainframe

Instructions for downloading or transferring data from IBM ES/9000 mainframe to PC can be found in The Guide to NCC Services, chapter entitled "Micro-to-Mainframe Link" (included in Appendix E).

**NOTE:** *The TRIS database contains a large volume of data. Users are cautioned to consult with their LAN Administrator concerning storage space before attempting to transfer a Data File from the IBM ES/9000 mainframe to a LAN.*

**ACCESS:** Select option 3 from the Data Retrieval menu and press <ENTER>. The Select Geographic/Chemical Information selection screen (Figure 7-1) will appear.

- 1) Type a **REPORTING YEAR**. This field is required.
- 2) After Reporting Year, either **GEOGRAPHIC** or **CHEMICAL INFORMATION** must be supplied. Both Geographic and Chemical Selection may be entered, but one criterion is required. The following fields may be entered to narrow the search: the Region, State, City, County, ZIP Code, CAS Number, or Chemical/Synonym/Category. Upper or lower case letters can be used. Once the search criteria has been supplied, press <ENTER> to display the Select Data Elements screen.

|               |                                        |          |
|---------------|----------------------------------------|----------|
| PGM: TRF01OP  | TOXIC RELEASE INVENTORY SYSTEM         | 03/31/91 |
| MAP: TRF01OM1 | SELECT GEOGRAPHIC/CHEMICAL INFORMATION | 09:39:19 |

---

REQUIRED YEAR: \_\_\_\_\_

OPTIONAL REGION: \_\_\_\_\_

STATE: \_\_\_\_\_

CITY: \_\_\_\_\_

COUNTY: \_\_\_\_\_

ZIP CODE: \_\_\_\_\_

CAS NUMBER: \_\_\_\_\_

--OR--

CHEMICAL/CATEGORY: \_\_\_\_\_

Type Geographic and/or Chemical information and press <ENTER>

---

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---

HELP MAIN PREV

Figure 7-1

- 3) After selecting Geographic and/or Chemical information, you may include specific data elements in the extract file (Figure 7-2). The TRI Facility ID and Document Control Number (DCN) are automatically included. Type X in the space to the left of the data elements to be selected. Press <TAB> to advance the cursor through the data fields. Press <ENTER> when selection is complete.

|                               |                          |                                                        |                      |
|-------------------------------|--------------------------|--------------------------------------------------------|----------------------|
| PGM: TRF02OP<br>MAP: TRF02OM1 |                          | TOXIC RELEASE INVENTORY SYSTEM<br>SELECT DATA ELEMENTS | 03/31/91<br>10:46:59 |
| - FACILITY NAME               | - PUBLIC CONTACT         | - CHEMICAL NAME                                        |                      |
| - FACILITY STREET             | - PUBLIC TELEPHONE       | - CAS NUMBER                                           |                      |
| - FACILITY CITY               | - TECHNICAL CONTACT      | - FUGITIVE/NON-PNT AIR                                 |                      |
| - FACILITY COUNTY             | - TECHNICAL TELEPHONE    | - STACK/POINT AIR                                      |                      |
| - FACILITY STATE              | - PARENT COMPANY NAME    | - WATER BODIES                                         |                      |
| - FACILITY ZIP                | - PARENT DUNS NUMBER     | - UNDERGROUND INJECTION                                |                      |
| - FACILITY ENT/PRT CODE       | - STATE COUNTY FIPS CODE | - LAND ON-SITE                                         |                      |
| - FACILITY LATITUDE           | - WASTE MIN CODE         | - POTW                                                 |                      |
| - FACILITY LONGITUDE          | - WASTE MIN CURRENT YEAR | - OTHER OFF-SITE                                       |                      |
| - CENTROID LATITUDE           | - WASTE MIN PRIOR YEAR   | - UIC ID(1-2)                                          |                      |
| - CENTROID LONGITUDE          | - WASTE MIN PCT CHANGE   | - EPA ID(1)                                            |                      |
| - MAXIMUM AMOUNT CODE         | - WASTE MIN INDEX        | - SIC CODE(1-3)                                        |                      |
| - ACTVTY USE CODE(1-13)       | - WASTE MIN REASON CODE  | - DUNS NUMBER(1)                                       |                      |

Type X to select data elements and press <ENTER>  
NOTE: The TRI Facility ID and the DCN will be selected automatically

Enter--PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---  
HELP MAIN PREV PROFL

Figure 7-2

Like Batch Reports, the Data Offload submits a job to run in 'background' mode on the IBM ES/9000. The same job profile parameters (e.g., output destination, number of copies, etc.) that are used for Batch Reports are used for the Data Offload. See Section 6.1 for a detailed explanation. The Batch Job Profile can be accessed directly from the Select Data Elements screen by pressing <PF5/17>.

In addition, Releases/Transfers totals for Water Bodies, Land On-Site, POTW, and Other Off-Site are cumulative for all occurrences per submission.

- 4) After pressing <ENTER> to submit the job, a message is displayed that contains the extract file name and the job number (Figure 7-3). Record this information for future reference. See Section 7.1, "IBM Sequential Data File," for a definition of the naming conventions used for the Data File.

```

PFPM: TRF02OP TOXIC RELEASE INVENTORY SYSTEM 03/31/91
MAP: TRF02OM1 SELECT DATA ELEMENTS 10:46:59

- FACILITY NAME - PUBLIC CONTACT - CHEMICAL NAME
- FACILITY STREET - PUBLIC PHONE - CAS NUMBER
- FACILITY CITY - TECHNICAL CONTACT - FUGITIVE/NON-PNT AIR
- FACILITY COUNTY - TECHNICAL PHONE - STACK/POINT AIR
- FACILITY STATE - PARENT COMPANY NAME - WATER BODIES
- FACILITY ZIP - PARENT DUNS NUMBER - UNDERGROUND INJECTION
- FACILITY REPORT CODE - STATE COUNTY FIPS CODE - LAND ON-SITE
- FACILITY LATITUDE - WASTE MIN CODE - POTW
- FACILITY LONGITUDE - WASTE MIN CURRENT YEAR - OFF-SITE
- CENTROID LATITUDE - WASTE MIN PRIOR YEAR - UIC ID (1-2)
- CENTROID LONGITUDE - WASTE MIN PCT CHANGE - EPA ID (1)
- MAXIMUM A ***** CODE (1-3)
- ACTIVITY U ** RECORD THE FOLLOWING INFORMATION ** NUMBER (1)
 ** THE DOWNLOAD DSN NAME IS **
 ** AAABBBB.DYMMDD.THHMSS.DOWNLOAD.FILE **
NOTE: T ** JOB JOBNNNNN **
 ** SUBMITTED SUCCESSFULLY **
 ** PRESS <ENTER> TO RETURN TO SELECTION **

```

Figure 7-3

## 7.1 IBM Sequential Data File

---

The intermediate IBM Data File is created in the EBCDIC format when the job has completed. The file can then be converted to an ASCII file and transferred to a LAN or PC. The Data File name has the following five parts:

- 1) Logon ID and Account number
- 2) Date Stamp
- 3) Time Stamp
- 4) Function type
- 5) Storage device type

The following naming conventions apply to the Data File name;

**AAABBBB.DYYMMDD.THHMMSS.DOWNLOAD.FILE**

Where:

- AAA is your three character User ID
- BBBB is your four character account code
- DYYMMDD is the current date in year, month, day format
- THHMMSS is the current time in hours, minutes, seconds format
- DOWNLOAD is the name of the function
- FILE is the storage device

## **7.2 Understanding the Printed Report**

---

A printed batch report provides information which includes the name of the file created; the date and time the file was created; the number of records selected based on the Geographic/Chemical selection; and the format of each record on the file. The corresponding report generated from the Data Offload Function contains the following information:

- Report Title
- Data File Name
- Selection Criteria
- Total number of records found
- Data File Format:
  - 1) Data Element Name
  - 2) Data Element Type
  - 3) Data Element Length
- Data File size in ASCII
- Data File size in dBASE
- dBASE Description File Name

The Data File name is identical with that displayed when the job is submitted.

The selection criteria repeat the parameters supplied on the Select Geographic/Chemical Information screen. The number of records found is the number of Form R submissions that matched the selection criteria and were output to the Data File.

The Data File format lists each data element chosen on the Select Data Elements Screen. It also lists the corresponding Data Type and Data Length. The Data Type can be character (C) or numeric (N). The Data Length shows the number of bytes for each Data Element. Some numeric elements may contain both whole and decimal digits.

The file size in both ASCII and dBASE is supplied so that users can determine the amount of storage space if the Data File is to be transferred to a PC or Local Area Network (LAN).

The dBASE Description File Name is automatically generated and intended for transfer into a dBASE database on a PC or LAN. This is a specially formatted database definition file that corresponds to the Data File. Like the Data File, this file can be transferred to a PC or LAN.

The following page contains a sample of the report generated from the Data Offload, which is delivered to the users' bin.



---

TRIS INFORMATION RETRIEVAL USERS GUIDE

---

TRF04BP                    UNITED STATES ENVIRONMENTAL PROTECTION AGENCY                    07/04/91  
PAGE: 1                    TOXIC RELEASE INVENTORY SYSTEM                    10:30:04  
                             TRIS MAINFRAME DATA OFFLOAD LAYOUT REPORT

---

THE TRIS DATA FILENAME IS = AAABBBB.D910704.T102933.DOWNLOAD.FILE

GEOGRAPHICAL/CHEMICAL SELECTION CRITERIA

REPORTING YEAR                    = 1989  
SELECTED REGION                   = 03  
SELECTED STATE                    = VA  
SELECTED CITY                     = RICHMOND  
SELECTED ZIP CODE                 = 00000  
SELECTED ZIP CODE THRU            = 99999  
SELECTED CAS NUMBER               = 000050000  
SELECTED CHEMICAL/CATEGORY       = FORMALDEHYDE

USING THE GEOGRAPHIC/CHEMICAL SELECTION CRITERIA ABOVE, THE TOTAL NUMBER OF RECORDS FOUND ON THE TRIS DATABASE WAS 2

| SEQUENCE | DATA ELEMENT         | DATA TYPE | DATA LENGTH |
|----------|----------------------|-----------|-------------|
| 1        | FACIL-NAME-1         | C         | 30.0        |
| 2        | FACIL-NAME-2         | C         | 30.0        |
| 3        | PUBLIC-CONTACT-NAME  | C         | 45.0        |
| 4        | PUBLIC-CONTACT-PHONE | C         | 10.0        |
| 5        | NON-PNT-RLSE-TOTAL   | N         | 11.0        |
| 6        | PNT-RLSE-TOTAL       | N         | 11.0        |
| 7        | WATER-RLSE-TOTAL     | N         | 11.0        |
| 8        | UNDRGRD-RLSE-TOTAL   | N         | 11.0        |
| 9        | LAND-RLSE-TOTAL      | N         | 11.0        |
| 10       | POTW-RLSE-TOTAL      | N         | 11.0        |
| 11       | OFFSITE-RLSE-TOTAL   | N         | 11.0        |
| 12       | DOC-CNTL-NUM         | C         | 15.0        |
| 13       | TRI-FACILITY-ID      | C         | 15.0        |
| 14       | FILLER               | C         | 1           |

ASCII FILESIZE FOR THE AAABBBB.D910704.T102933.DOWNLOAD.FILE IS 446 BYTES  
DBASE FILESIZE FOR THE AAABBBB.D910704.T102933.DOWNLOAD.FILE IS 960 BYTES  
THE DESCRIPTION FILE NAME IS AAABBBB.D910704.T102933.DEScript.FILE

## **8 TUTORIAL**

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## 8 TUTORIAL

**FUNCTION:** The TRI menu driven system features an online Tutorial. The Tutorial is designed to help the novice user who is unable to attend the regularly scheduled training course. It also may assist the more experienced user as new system enhancements are added. The Tutorial covers basic skills necessary to retrieve data from the system using Online Queries, Batch Reports, and Data Offload. Much of the Tutorial is interactive and requires the user to provide search criteria and use the correct PF keys. In addition, the Tutorial explains terminology and concepts unique to TRIS.

**ACCESS:** Select option 4 from the Data Retrieval menu and press <ENTER>. The Tutorial menu (Figure 8-1) will appear.

|                                                                                                                                                   |                                                 |                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|----------------------|
| PGM: TRU00OP<br>MAP: TRU00OM1                                                                                                                     | TOXIC RELEASE INVENTORY SYSTEM<br>TUTORIAL MENU | 03/31/91<br>14:32:16 |
| <hr/>                                                                                                                                             |                                                 |                      |
| <p>1 GENERAL INFORMATION</p> <p>2 USING THE SYSTEM</p> <p>3 ONLINE QUERIES</p> <p>4 BATCH REPORTS</p> <p>5 DATA OFFLOAD</p> <p>6 USER SUPPORT</p> |                                                 |                      |
| <p>Key selection and press &lt;ENTER&gt; ==&gt; _</p>                                                                                             |                                                 |                      |
| <hr/> <p>Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---</p> <p>HELP MAIN PREV</p>                              |                                                 |                      |

Figure 8-1

The online Tutorial has the following six (6) sections:

1) **GENERAL INFORMATION** including screens defining:

- The TRIS Database
- TRI Facility ID
- Document Control Number
- Current and Historical Data

2) **USING THE SYSTEM** including screens defining:

- Menus and Selection Criteria
- Keyboard Configuration
- PF Keys
- HELP and Pop-up Windows

3) **ONLINE QUERIES** includes screens defining:

How to use all nine (9) online data searches

4) **BATCH REPORTS** - *(not yet available)*

5) **DATA OFFLOAD** includes screens defining:

How to use the Data Offload function to create an extract file

6) **USER SUPPORT** includes screens defining:

How to use all four (4) user support online functions

## 8.1 General Information

**FUNCTION:** This option explains terminology and concepts unique to TRIS. The TRIS database, TRI Facility ID, Document Control Number, and Current and Historical Data are described.

**ACCESS:** Select option 1 from the Tutorial menu and press <ENTER>. The General Information menu screen (Figure 8-2) will appear.

|                               |                                                                 |                      |
|-------------------------------|-----------------------------------------------------------------|----------------------|
| PGM: TRU01OP<br>MAP: TRU01OM0 | TOXIC RELEASE INVENTORY SYSTEM<br>TUTORIAL: GENERAL INFORMATION | 06/03/91<br>10:41:45 |
|-------------------------------|-----------------------------------------------------------------|----------------------|

---

1 THE TRIS DATABASE  
 2 TRI FACILITY ID  
 3 DOCUMENT CONTROL NUMBER  
 4 CURRENT AND HISTORICAL DATA

Key selection and press <ENTER> ==> \_

---

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---  
 HELP MAIN PREV

Figure 8-2

- 1) To view information on one of the topics, type the corresponding number, either 1, 2, 3, or 4, and press <ENTER>.

## 8.2 Using the System

**FUNCTION:** This option explains the menus system and keyboard configuration using four communications packages: IRMA, CROSSTALK, PROCOMM, and Mainframe. In addition, PF keys and HELP and Pop-up windows are defined.

**ACCESS:** Select option 2 from the Tutorial menu and press <ENTER>. The Using The System menu screen (Figure 8-3) will appear.

|                                                                                                                         |                                                              |                      |
|-------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|----------------------|
| PGM: TRU02OP<br>MAP: TRU02OM0                                                                                           | TOXIC RELEASE INVENTORY SYSTEM<br>TUTORIAL: USING THE SYSTEM | 06/03/91<br>10:43:03 |
| <p>1 MENUS AND SELECTION CRITERIA</p> <p>2 KEYBOARD CONFIGURATION</p> <p>3 PF KEYS</p> <p>4 HELP AND POP-UP WINDOWS</p> |                                                              |                      |
| <p>Key selection and press &lt;ENTER&gt; ==&gt; _</p>                                                                   |                                                              |                      |
| <p>Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---</p> <p>HELP MAIN PREV</p>          |                                                              |                      |

Figure 8-3

- 1) To view information on one of the topics, type the corresponding number, either 1, 2, 3, or 4, and press <ENTER>.

## 8.3 Online Queries

**FUNCTION:** This option describes how to use all nine (9) online data searches.

**ACCESS:** Select option 3 from the Tutorial menu and press <ENTER>. The Online Queries Tutorial introduction screen (Figure 8-4) will appear.

|                               |                                                           |                      |
|-------------------------------|-----------------------------------------------------------|----------------------|
| PGM: TRU03OP<br>MAP: TRU03OM1 | TOXIC RELEASE INVENTORY SYSTEM<br>ONLINE QUERIES TUTORIAL | 06/07/91<br>16:23:34 |
|-------------------------------|-----------------------------------------------------------|----------------------|

---

You have chosen to review the Online Queries Tutorial.

For convenience, most of the data searches in TRIS are done as online queries since these results are available immediately.

Queries are used to search for specific information about:  
a facility, a submission, geographic location, or a particular chemical.

There are various queries used to retrieve data. From the next screen you may select the Online Query you choose to view.

<PRESS ENTER TO CONTINUE>

---

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---  
 HELP MAIN PREV TUTOR

**Figure 8-4**

- 1) The Online Queries Tutorial screen provides a brief explanation of the purpose of online queries. The user is prompted to press <ENTER> to continue to the next screen and choose one of the queries. This is an interactive tutorial.



- 2) At the prompt on the Online Queries Tutorial menu, type the **CORRESPONDING NUMBER** of the online query to be viewed. Press <ENTER>. In this example (Figure 8-5), 1 was selected.

```

PGM: TRU03OP TOXIC RELEASE INVENTORY SYSTEM 06/07/91
MAP: TRU03OM2 ONLINE QUERIES TUTORIAL 16:23:58

 1 FACILITY NAME SEARCH 7 YEAR-TO-YEAR COMPARISON
 2 CITY / COUNTY SEARCH 8 HISTORICAL FACILITY INFORMATION
 3 CAS / CHEMICAL SEARCH 9 CHEMICAL TABLE SEARCH
 4 ALTERNATE FACILITY KEY SEARCH 10 Future Use
 5 SUBMISSION DISPLAY 11 Future Use
 6 POTW / OFF-SITE SEARCH 12 Future Use

 +-----+
 | Select the query you would like to view |
 | by entering the corresponding number ==> |
 +-----+
 |-----<PRESS ENTER TO CONTINUE>-----|

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
 HELP MAIN PREV TUTOR

```

Figure 8-5

- 3) Additional HELP information is displayed on a mock Facility Name Search screen (Figure 8-6). Press <ENTER> to continue. The tutorial gives the user prompts to type specific data and simulates an online query.

```

PGM: TRU03OP1 TOXIC RELEASE INVENTORY SYSTEM 06/07/91
MAP: TRU03M1B FACILITY NAME SEARCH 16:24:10

REQUIRED REPORTING YEAR....> ____
 FACILITY NAME....> _____

OPTIONAL REGION....> ____

 +-----+
 | This is the Facility Name Search screen, this query is used to |
 | conduct a search using the 2 required fields, reporting year and |
 | facility name. REQUIRED means you must supply data in a field. |
 | The 5 optional fields (hidden by this window) are used as a means |
 | of narrowing your search. To view the FULL screen press <PF9/21>. |
 | Fields contain 'POP-UP' windows (Tutorial 2.3), which may be used |
 | whenever you are unsure of what data element to enter in a field. |
 +-----+
 |-----<PRESS ENTER TO CONTINUE>-----|

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
 HELP MAIN PREV TUTOR FULL

```

Figure 8-6

## 8.4 Batch Reports

---

**FUNCTION:** *This option is not yet available.*

## 8.5 Data Offload

**FUNCTION:** This option describes how to use the Data Offload function to create an extract file.

**ACCESS:** Select option 5 from the Tutorial menu and press <ENTER>. The Data Offload Tutorial introduction screen (Figure 8-7) will appear.

|                               |                                            |                      |
|-------------------------------|--------------------------------------------|----------------------|
| PGM: TRU050P<br>MAP: TRU050MA | TOXIC RELEASE INVENTORY SYSTEM<br>TUTORIAL | 06/07/91<br>16:34:16 |
|-------------------------------|--------------------------------------------|----------------------|

---

You have chosen to review the Data Offload function.

The Data Offload function allows the user to transfer TRIS data from the mainframe ADABAS files to a mainframe sequential file.

The sequential file can then be used to offload the data to a Personal Computer (PC) or a Local Area Network (LAN), or used by other mainframe software to produce a report.

In this tutorial we will introduce you to the various screens and fields you will encounter in using the Data Offload function.

<PRESS ENTER TO CONTINUE>

|                                                                        |
|------------------------------------------------------------------------|
| Enter--PF1--PF2--PF3--PF4--PF5--PF6--PF7--PF8--PF9--PF10--PF11--PF12-- |
| HELP MAIN TUTOR --PAGE +PAGE                                           |

Figure 8-7

- 1) The Tutorial screen provides a brief explanation of the Data Offload function. The user is prompted to press <ENTER> to continue to the next screen and type specific data in required fields. This is an interactive tutorial.

## 8.6 User Support

**FUNCTION:** This option provides information on how to use all four user support online functions.

**ACCESS:** Select 6 from the Tutorial menu and press <ENTER>. The User Support Tutorial introduction screen (Figure 8-8) will appear. TRIS User Support is briefly described.

|                               |                                                         |                      |
|-------------------------------|---------------------------------------------------------|----------------------|
| PGM: TRU06OP<br>MAP: TRU06OM1 | TOXIC RELEASE INVENTORY SYSTEM<br>USER SUPPORT TUTORIAL | 06/07/91<br>16:41:10 |
|-------------------------------|---------------------------------------------------------|----------------------|

---

You have chosen to review the User Support Tutorial.

TRIS User Support is a medium that helps all TRIS users in accomplishing tasks requiring the use of the TRIS Database.

<PRESS ENTER TO CONTINUE>

---

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---

HELP MAIN PREV TUTOR

**Figure 8-8**

- 1) From the User Support screen, the user is prompted to press <ENTER> to continue. This is an interactive tutorial.

- 2) At the prompt on the User Support Tutorial menu, type the **CORRESPONDING NUMBER** of the User Support feature to be viewed. Press <ENTER>. In this example (Figure 8-9), 1 was selected.

|                               |                                                     |                      |
|-------------------------------|-----------------------------------------------------|----------------------|
| PGM: TRU060P<br>MAP: TRU060M2 | TOXIC RELEASE INVENTORY SYSTEM<br>USER SUPPORT MENU | 06/11/91<br>14:03:08 |
|-------------------------------|-----------------------------------------------------|----------------------|

1 QUESTIONS AND SUGGESTIONS

2 REQUEST DOCUMENTATION

3 EXTRACT FILE INFORMATION

4 SET PROGRAM FUNCTION (PF) KEYS

Please enter the number corresponding to the  
User Support feature you would like to view or  
press PF4/16 to return to the TUTORIAL menu => \_

<PRESS ENTER TO CONTINUE>

|                                                                                   |
|-----------------------------------------------------------------------------------|
| Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- |
| HELP MAIN PREV TUTOR                                                              |

Figure 8-9

- 3) Additional HELP information is displayed on a mock Questions and Suggestions screen (Figure 8-10). Press <ENTER> to continue. The tutorial gives the user prompts to type specific information to simulate submitting an online suggestion.

|                               |                                                             |                      |
|-------------------------------|-------------------------------------------------------------|----------------------|
| PGM: TRU060P<br>MAP: TRU060MB | TOXIC RELEASE INVENTORY SYSTEM<br>QUESTIONS AND SUGGESTIONS | 06/11/91<br>14:03:37 |
|-------------------------------|-------------------------------------------------------------|----------------------|

|                       |                   |
|-----------------------|-------------------|
| TO: TRIS User Support | FROM: LOUISE HYDE |
| SUBJECT:              |                   |
| MESSAGE:              |                   |
|                       |                   |
|                       |                   |
|                       |                   |
|                       |                   |

The Questions And Suggestions option allows you to relay messages  
to TRIS User Support via this screen.

You may send a message regarding any aspect of the EPA internal  
TRIS database. The questions and/or suggestions are reviewed by  
a supervisor who will route them to the appropriate personnel.

<PRESS ENTER TO CONTINUE>

|                                                                                   |
|-----------------------------------------------------------------------------------|
| Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- |
| HELP MAIN PREV TUTOR CLEAR FULL                                                   |

Figure 8-10

## **9 USER SUPPORT**

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## 9 USER SUPPORT

**FUNCTION:** TRIS User Support is a team of dedicated professionals available to all TRIS users connected to the IBM ES/9000 accessing the EPA internal database. Answering questions, providing current updates on TRIS, and receiving feedback from users make up the backbone of TRIS User Support. There are four methods to reach TRIS User Support: Telephone, FAX, EMAIL, and the online User Support function. This chapter discusses the online User Support function.

**ACCESS:** To select the online User Support function option, type 5 from the Data Retrieval menu and press <ENTER>. The User Support menu (Figure 9-1) will appear.

|               |                                |          |
|---------------|--------------------------------|----------|
| PGM: TRP00OP  | TOXIC RELEASE INVENTORY SYSTEM | 03/31/91 |
| MAP: TRP00OM1 | USER SUPPORT MENU              | 10:48:27 |

---

1 QUESTIONS AND SUGGESTIONS

2 REQUEST DOCUMENTATION

3 EXTRACT FILE INFORMATION

4 SET PROGRAM FUNCTION (PF) KEYS

Key selection and press <ENTER> ----> \_

---

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---

HELP MAIN PREV

Figure 9-1



## 9.1 Questions and Suggestions

**FUNCTION:** This function allows users to send questions, suggestions, and general comments to User Support from within the menu-driven system. This function is intended for questions and suggestions that arise while users are operating the online system. Using this function is more convenient than exiting the system, preparing a memo, and then sending it via FAX or electronic mail.

**ACCESS:** Select option 1 from the User Support menu. The Questions and Suggestions screen (Figure 9-2) will appear.

|                                                                                   |                                |          |
|-----------------------------------------------------------------------------------|--------------------------------|----------|
| PGM: TRP01OP                                                                      | TOXIC RELEASE INVENTORY SYSTEM | 06/03/91 |
| MAP: TRP01OM1                                                                     | QUESTIONS AND SUGGESTIONS      | 10:38:17 |
| TO: TRIS User Support FROM: LOUISE HYDE                                           |                                |          |
| SUBJECT:                                                                          |                                |          |
| MESSAGE:                                                                          |                                |          |
|                                                                                   |                                |          |
|                                                                                   |                                |          |
|                                                                                   |                                |          |
|                                                                                   |                                |          |
|                                                                                   |                                |          |
|                                                                                   |                                |          |
|                                                                                   |                                |          |
|                                                                                   |                                |          |
|                                                                                   |                                |          |
|                                                                                   |                                |          |
| PHONE: (    )    -                                                                |                                |          |
| Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- |                                |          |
| SEND HELP MAIN PREV CLEAR                                                         |                                |          |

Figure 9-2

- 1) Type the text of the memo's **SUBJECT** and press <TAB>. This is required.
- 2) Type the text of the **MESSAGE**. Use the <TAB> key to advance the cursor.
- 3) Type your complete **TELEPHONE NUMBER** and press <ENTER>. This is required.
- 4) Upon completion, a pop-up window appears and the user is prompted to confirm whether the message should be sent. Type either Y or N and press <ENTER>.

## 9.2 Request Documentation

**FUNCTION:** This option allows the user to submit a request for Documentation from within the menu-driven system.

**ACCESS:** Select option 2 from the User Support menu. The Request Documentation screen (Figure 9-3) will appear.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                         |                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------|
| PGM: TRP020P<br>MAP: TRP020M1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | TOXIC RELEASE INVENTORY SYSTEM<br>REQUEST DOCUMENTATION | 03/31/91<br>10:48:40 |
| TO: TRIS User Support FROM: LOUISE HYDE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                         |                      |
| <ul style="list-style-type: none"> <li>- Information Retrieval Users Guide</li> <li>- Instructions and information for the menu-driven system</li> <li>- Users Quick Reference Card</li> <li>- Logon/logoff instructions, acronyms, SDSF, JCL</li> <li>- ADABAS File Descriptions</li> <li>- Revised April 1991 after major system enhancements</li> <li>- NLM Tape Specifications</li> <li>- Tape format used to supply National Library of Medicine</li> <li>- GPO/NTIS Tape Specifications</li> <li>- Tape format used for Gov. Printing Office and NTIS</li> <li>- Extract File Specifications</li> <li>- Extract files on the NCC ES9000</li> </ul> |                                                         |                      |
| Please mark documentation you wish to receive with X and press <ENTER>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                         |                      |
| Enter---PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---<br>SEND HELP MAIN PREV CLEAR                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                         |                      |

Figure 9-3

- 1) Select specific documentation by typing an X in the left column. Press <TAB> to advance through the options.
- 2) Upon completion press <ENTER>. A pop-up window appears and the user is prompted to confirm whether the request for documentation should be sent. Type either Y or N and press <ENTER>.

### 9.3 Extract File Information

**FUNCTION:** This option provides current information concerning permanent TRIS extract files for each reporting year.

**ACCESS:** Select option 3 from the User Support menu. The Extract File Information screen (Figure 9-4) will appear.

|                                                                                   |                                |               |
|-----------------------------------------------------------------------------------|--------------------------------|---------------|
| PGM: TRP03OP                                                                      | TOXIC RELEASE INVENTORY SYSTEM | 06/03/91      |
| MAP: TRP03OM1                                                                     | EXTRACT FILE INFORMATION       | 10:40:08      |
| FILE                                                                              | YEAR                           | LAST REVISION |
| TXLTRID.PROD0419.CHEMICAL.FILE87                                                  | 1987                           | 4/19/91       |
| TXLTRID.PROD0419.FACILITY.FILE87                                                  | 1987                           | 4/19/91       |
| TXLTRID.PROD0419.OFFSITE.FILE87                                                   | 1987                           | 4/19/91       |
| TXLTRID.PROD0419.POTW.FILE87                                                      | 1987                           | 4/19/91       |
| TXLTRID.PROD0419.RELEASE.FILE87                                                   | 1987                           | 4/19/91       |
| TXLTRID.PROD0419.TREAT.FILE87                                                     | 1987                           | 4/19/91       |
| Press <ENTER> to view additional reporting years                                  |                                |               |
| Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- |                                |               |
| CONT HELP MAIN PREV                                                               |                                |               |

Figure 9-4

- 1) To view additional reporting year information, press <ENTER>. Permanent Extract files are available for all reporting years in which the data have been released to the public.

## 9.4 Set Program Function Keys

**FUNCTION:** This option allows the user to set the Program Function (PF) keys on their workstation. The PF keys become active immediately and are then the default for subsequent sessions. This option should only be used for dedicated mainframe workstations.

**ACCESS:** Select option 4 from the User Support menu. The Program Function (PF) Keys screen (Figure 9-5) will appear.

|                                                                                                                |                                                              |                      |
|----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|----------------------|
| PGM: TRP040P<br>MAP: TRP040M1                                                                                  | TOXIC RELEASE INVENTORY SYSTEM<br>PROGRAM FUNCTION (PF) KEYS | 06/03/91<br>10:40:45 |
| <p>1 PF1 through PF12</p> <p>2 PF13 through PF24</p>                                                           |                                                              |                      |
| <p>Key selection and press &lt;ENTER&gt; ----&gt; _</p>                                                        |                                                              |                      |
| <p>Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---</p> <p>HELP MAIN PREV</p> |                                                              |                      |

Figure 9-5

- 1) To set Program Function keys PF1 through PF12, press 1 and press <ENTER>.
- 2) To set Program Function keys PF13 through PF24, press 2 and press <ENTER>.

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## **APPENDIX A**

### **GLOSSARY**

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## **ADABAS**

ADABAS is the database management system utilized by TRIS on NCC's IBM ES/9000.

## **Batch**

Batch is a term carried over from the early days of data processing. Large computer jobs were batched, or grouped together, for overnight processing. It is the opposite of online, or real-time, processing. It applies to functions that potentially take a large amount of computer resources; therefore, these functions are not suitable as online queries. Today these types of jobs do run during business hours; however, they are run in "background" mode so as not to interfere with online response time.

## **CAS**

Chemical Abstract Services assigns CAS registry numbers and names to chemicals.

## **CICS**

Customer Information Communications System. One of two means of interfacing with the IBM ES/9000. See TSO.

## **Data Element**

A single piece of information. For example, the state where a facility is located (i.e., VA) is a single element of information.

## **Database**

A collection of data or information organized for rapid research and retrieval by a computer. Conceptually, it is organized similar to a filing cabinet. Pieces of information (elements), are put together in a file (Form R submission), which are put together in a drawer (database).

## **DCN**

Document Control Number. EPA has designated a number beginning with the type of submission, reporting year, a unique number, and then a two-letter state code, to be a Document Control Number. This number is used to track a single submission through the data entry and information acceptance process.



**De Minimis**

Mixtures containing "trace" quantities of Section 313 chemical do not have to be reported if they contain less than 1% chemical in the mixture, or less than 0.1% if the chemical is a carcinogen.

**Due Date**

The Form R for Reporting Year January-December is due on or before July 1 of the following year.

**D&B or DUNS**

The unique identifying number (nine digits) assigned by Dun and Bradstreet. TRIS carries both parent company and facility DUNS.

**ETD**

Economics and Technology Division

**EPA ID Number**

A twelve digit number assigned to facilities covered by hazardous waste regulations under the Resource Conservation and Recovery Act (RCRA).

**EPCRA**

The Emergency Planning and Community Right-to-Know Act or Section 313 of SARA Title III.

**Facility**

All buildings, equipment, structures, and other stationary items which are located on a single site or on contiguous or adjacent sites and which are owned or operated by the same person. Owners or operators of a facility must report if the facility has 10 or more full-time employees; is included in the Standard Industrial Classification Codes 20-39; and manufactured (imported, processed, or otherwise used) any listed chemical in quantities equal or greater than the established threshold in one calendar year.

**Form R**

The Toxic Chemical Release Inventory Reporting Form. A completed Form R must be submitted for each toxic chemical manufactured, processed, or otherwise used at each facility prescribed in the reporting rule.

**Form R Facsimile**

After information from a Form R is entered into the computer, a printout can be made to approximately look like a Form R (with all the box titles) with the information placed in the appropriate box. This facsimile can be useful to verify that the information has been entered into the computer correctly.

**IMD**

Information Management Division

**Influent**

A fluid input into a reservoir or a process.

**JCL**

Job Control Language. JCL are codes that tell a computer how to answer a question (i.e., job priority), who is asking the question (i.e., user name), and how to answer the question (i.e., to a printer).

**Latitude/Longitude**

Latitude is the distance north or south of the equator. Longitude is the distance east or west of the prime meridian. To determine the latitude and longitude of the facility, a topographic map from the United States Geological Survey (USGS) must be used.

**Manufacture**

To produce, prepare, compound, or import a listed toxic chemical.

**NATP**

The NATURAL Production environment.

**NATURAL**

The programming language utilized by TRIS.

**NCC**

National Computer Center. This is where EPA's IBM ES/9000 is located.

**NCSS**

The Non-Confidential Systems Section is in the Public Data Branch (PDB), within the Information Management Division (IMD) of the Office of Toxic Substances (OTS).

**NLM**

National Library of Medicine. This is where the public version of the TRI database resides.

**NPDES**

National Pollution Discharge Elimination System. It represents a nine digit number assigned to a facility by EPA or the State under the authority of the Clean Water Act.

**OCM**

Office of Compliance Monitoring

**Online**

Online indicates a direct computer link. Requests are answered directly back to the computer screen.

**Online HELP**

A key can be pressed to display helpful information on how to proceed while using a computer system. In TRIS, this is <PF1/13>.

**Otherwise Use**

Any use of a listed chemical at a facility that does not fall under the definitions of "manufacture" or "process".

**OTS**

Office of Toxic Substances

**Parent Company**

The corporation or other business entity that is the ultimate United States parent company over the reporting facility(s).

**PDB**

Public Data Branch

**PF Keys**

The Program Function keys (usually at the top of a computer keyboard) can be programmed to make a system easy for the user. They may be marked "F1" on a PC or "PF1" on a mainframe terminal.

**POTW**

Publicly Owned Treatment Works

**Process**

The preparation of a listed toxic chemical, after its manufacture, for distribution in commerce.

**Query**

A question made to a computer, also known as: Online Search.

**RCRA**

Resource Conservation and Recovery Act

**Reporting Package**

The TRIS Reporting Package is mailed each year in January to facilities which submitted a Form R the previous reporting year. The Reporting Package includes the latest Form R and detailed instructions on how to successfully complete it.

**Reporting Year**

The Reporting Year is the calendar year being reported. For example, the Form R for Reporting Year 1989 is due July 1, 1990, and covers toxic chemical releases from January 1, 1989 to December 31, 1989.

**RTP**

Research Triangle Park is the location of the National Computer Center (NCC).

### **Sanitized Form R**

The generic copy of the Form R (see Trade Secret).

### **SARA**

Superfund Amendments and Reauthorization Act of 1986. On October 17, 1986, the President signed into law the Superfund Amendments and Reauthorization Act of 1986 (SARA). Title III, Section 313 of SARA, known as the Emergency Planning and Community Right-to-Know Act, mandates that an inventory of toxic chemicals released into the air, water, or land must be maintained by the EPA, and that EPA must make this information available to the public.

### **SDSF**

Spool Display and Search Facility. It is a software product used on the IBM ES/9000 by which output held on the system can be viewed online.

### **Section 313**

Section 313 is that part of Title III of SARA that requires owners and operators of certain facilities that manufacture, process, or otherwise use a listed chemical to report annually their releases of listed chemicals to any environmental medium. Section 313 also specifies that EPA must publish a uniform toxic chemical release form.

### **Section 328**

Provides EPA with the authority to promulgate such regulation as may be necessary to carry out the purposes of Title III.

### **SIC**

Standard Industrial Classification. SIC Codes classify business establishments by specific activities that are performed at a single physical location. The first two digits of a four-digit SIC code define a major business sector and the last two digits denote a facility's specialty within the major sector.

### **Submission**

A Form R from a single facility containing release and transfer information for a single chemical that is entered into the Toxic Chemical Release Inventory database.

## **Threshold**

Section 313 reporting is required if threshold quantities are exceeded. The thresholds vary depending upon the year for which the report is submitted and separate thresholds apply to the amount of the chemical that is manufactured, processed, or otherwise used. A facility must report for any listed chemical that is manufactured or processed over the course of the year in excess of the following threshold:

|                                              |               |
|----------------------------------------------|---------------|
| For calendar year 1987:                      | 75,000 pounds |
| For calendar year 1988:                      | 50,000 pounds |
| For calendar year 1989 and subsequent years: | 25,000 pounds |

A facility must report if the quantity of a listed chemical that is otherwise used is 10,000 pounds during the course of a calendar year.

## **Trade Secret**

As prescribed in 40 CFR Part 350, published July 29, 1988 in the Federal Register (53 FR 28772), a facility can claim the CAS registry number and chemical name as trade secret. Two Form Rs must be submitted for a chemical whose identity is claimed as a trade secret, one with the a generic chemical name, and one that identifies the chemical. Only the information from the generic one will be available to the public. A facility must have approval from EPA to claim a toxic chemical as a trade secret.

## **TRIS**

Toxic Chemical Release Inventory System (or TRI System). It is the computer system designed by EPA to track the annual estimated release of toxic chemicals into the environment. TRIS is a management tool used for collection and organization of toxic chemical release data received from industries regulated under SARA.

## **TRISH**

The NATURAL application library where end-users can perform their own programming against the TRIS ADABAS files.

## **TRISONLN**

The NATURAL application library where the online menu-driven system resides.

**TRI Data**

All the pieces of information reported to EPA on Form R is sometimes referred to as TRI data or Toxic Release Inventory Data.

**TRI System**

See TRIS

**TRI Facility ID**

EPA has designated a Facility ID (consisting of letters and numbers) to identify a Facility. It is analogous to a social security number. The TRI Facility ID makes it possible to track submissions from a facility across all reporting years.

**TSO**

Time Sharing Option. One of two means of interfacing with the IBM ES/9000, (see CICS).

**UIC**

Underground Injection Well Code. Twelve-digit number that permits a facility to inject toxic chemicals into Class 1 deep wells. Numbers are assigned by EPA or by the State under the authority of the Safe Drinking Water Act.

## **APPENDIX B**

### **SAMPLE BATCH REPORTS**



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## **FORM R FACSIMILE**

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TRR04BF1 PAGE 1  
06/13/91

U.S. ENVIRONMENTAL PROTECTION AGENCY  
TOXIC CHEMICAL RELEASE INVENTORY REPORTING FORM FACSIMILE  
PART I. FACILITY IDENTIFICATION INFORMATION

DCN : 13-89-03000382-4-DE  
TRIFID: 19809DPNTD104HA

1.1 ARE YOU CLAIMING IDENTITY ON PAGE 3 TRADE SECRET? 1.2 IF YES IN 1.1, IS THIS COPY: 1.3 REPORTING YEAR  
1. < > YES < X > NO < > SANITIZED < > UNSANITIZED 1989

2. CERTIFICATION NAME  
JOHN S. KLOSS

CERTIFICATION TITLE DATE SIGNED  
PLANT MANAGER 06/10/90

3. FACILITY IDENTIFICATION  
3.1 FACILITY OR ESTABLISHMENT NAME  
DU PONT EDGE MOOR  
STREET ADDRESS  
104 MAY RD.  
CITY COUNTY  
WILMINGTON NEW CASTLE  
STATE ZIP CODE  
DE 19809

3.2 THIS REPORT CONTAINS INFORMATION FOR: A. < X > ENTIRE FACILITY B. < > PART OF A FACILITY

3.3 TECHNICAL CONTACT TELEPHONE NUMBER  
JOHN C. CHANEY 302-761-2298

3.4 PUBLIC CONTACT TELEPHONE NUMBER  
JOHN C. CHANEY 302-761-2298

3.5 SIC CODE  
A. 2816

3.6 LATITUDE: 394449 LONGITUDE: 752530

3.7 DUN AND BRADSTREET NUMBERS  
A. 154407845

3.8 EPA IDENTIFICATION NUMBERS (RCRA I.D. NO.)  
A. DE0000800284

3.9 NPDES PERMIT NUMBERS  
A. DE0000051 B. DE0050644

RECEIVING STREAMS OR WATER BODIES  
3.10 A. DELAWARE RIVER  
B.  
C.

3.11 UNDERGROUND INJECTION WELL CODE (UIC) IDENTIFICATION NUMBERS / NA B.

4. PARENT COMPANY INFORMATION  
4.1 NAME OF PARENT COMPANY: DUPONT  
4.2 PARENT COMPANY'S DUN AND BRADSTREET NUMBER: 001315704

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SAMPLE BATCH REPORTS

TRIS INFORMATION RETRIEVAL USERS GUIDE

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06/13/91

TRIS FACSIMILE FORM R  
PART II. OFF-SITE LOCATIONS TO WHICH TOXIC  
CHEMICALS ARE TRANSFERRED IN WASTES

DCN : 13-89-03000382-4-DE  
TRIFID: 19809DPNTD104HA

1. PUBLICLY OWNED TREATMENT WORKS (POTWS)

1.1 POTW NAME  
NA  
STREET ADDRESS

CITY COUNTY  
STATE ZIP CODE

1.2 POTW NAME  
STREET ADDRESS

CITY COUNTY  
STATE ZIP CODE

2. OTHER OFF-SITE LOCATIONS

2.1 OFF-SITE LOCATION NAME  
DU PONT CHERRY ISLAND  
EPA IDENTIFICATION NUMBER (RCRA ID. NO.)

NA  
STREET ADDRESS  
HAY ROAD

CITY COUNTY  
EDGEWOOD NEW CASTLE  
STATE ZIP  
DE 19809

IS LOCATION UNDER CONTROL OF REPORTING FACILITY?  
< X > YES < > NO

2.2 OFF-SITE LOCATION NAME  
EPA IDENTIFICATION NUMBER (RCRA ID. NO.)

STREET ADDRESS

CITY COUNTY  
STATE ZIP

IS LOCATION UNDER CONTROL OF REPORTING FACILITY ?  
< > YES < > NO

2.3 OFF-SITE LOCATION NAME

EPA IDENTIFICATION NUMBER (RCRA ID. NO.)

STREET ADDRESS

CITY COUNTY  
STATE ZIP

IS LOCATION UNDER CONTROL OF REPORTING FACILITY?  
< > YES < > NO

2.4 OFF-SITE LOCATION NAME

EPA IDENTIFICATION NUMBER (RCRA ID. NO.)

STREET ADDRESS

CITY COUNTY  
STATE ZIP

IS LOCATION UNDER CONTROL OF REPORTING FACILITY ?  
< > YES < > NO

2.5 OFF-SITE LOCATION NAME

EPA IDENTIFICATION NUMBER (RCRA ID. NO.)

STREET ADDRESS

CITY COUNTY  
STATE ZIP

IS LOCATION UNDER CONTROL OF REPORTING FACILITY?  
< > YES < > NO

2.6 OFF-SITE LOCATION NAME

EPA IDENTIFICATION NUMBER (RCRA ID. NO.)

STREET ADDRESS

CITY COUNTY  
STATE ZIP

IS LOCATION UNDER CONTROL OF REPORTING FACILITY ?  
< > YES < > NO

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SAMPLE BATCH REPORTS

TRR04BF3 PAGE 3  
06/13/91T R I S FACSIMILE FORM R  
PART III. CHEMICAL-SPECIFIC INFORMATIONDCN : 13-89-03000382-4-DE  
TRIFID: 19809DPNTD104HA

1. CHEMICAL IDENTITY  
1.1 (RESERVED)  
1.2 CAS NUMBER  
000463-58-1  
1.3 CHEMICAL OR CHEMICAL CATEGORY NAME  
CARBONYL SULFIDE  
1.4 GENERIC CHEMICAL NAME
2. MIXTURE COMPONENT IDENTITY  
NA

3. ACTIVITIES AND USES OF THE CHEMICAL AT THE FACILITY  
MANUFACTURE THE CHEMICAL: A. ☒ > PRODUCE C. ☐ > FOR ON-SITE USE/PROCESSING D. ☐ > FOR SALE/DISTRUBUTION  
B. ☐ > IMPORT E. ☒ > AS A BYPRODUCT F. ☐ > AS AN IMPURITY
- 3.2 PROCESS THE CHEMICAL: A. ☐ > AS A REACTANT B. ☐ > AS A FORMULATION COMPONENT C. ☐ > AS AN ARTICLE COMPONENT  
D. ☐ > REPACKAGING ONLY
- 3.3 OTHERWISE USE THE CHEMICAL: A. ☐ > AS A CHEMICAL PROCESSING AID B. ☐ > MANUFACTURING AID C. ☐ > ANCILLARY OR OTHER USE

4. MAXIMUM AMOUNT OF THE CHEMICAL ON-SITE AT ANY TIME DURING THE CALENDAR YEAR  
01

| 5. RELEASES OF THE CHEMICAL TO THE ENVIRONMENT ON-SITE |        |        | A.1 REPORTING RANGES |       |         | A.2      | BASIS OF ESTIMATE |                          |
|--------------------------------------------------------|--------|--------|----------------------|-------|---------|----------|-------------------|--------------------------|
|                                                        |        |        | 0                    | 1-499 | 500-999 | ESTIMATE |                   |                          |
| 5.1 FUGITIVE OR NON-POINT AIR EMISSIONS                | 5.1A   |        |                      |       |         | NA       | 5.1B              | NA                       |
| 5.2 STACK OR POINT AIR EMISSIONS                       | 5.2A   |        |                      |       |         | 680000   | 5.2B              | M                        |
| 5.3 DISCHARGES TO RECEIVING STREAMS OR WATER BODIES    | 5.3.1A | 5.3.1A |                      |       |         | NA       | 5.3.1B            | C.% STORMWATER<br>5.3.1C |
|                                                        | 5.3.2B | 5.3.2A |                      |       |         |          | 5.3.2B            | 5.3.2C                   |
|                                                        | 5.3.3C | 5.3.3A |                      |       |         |          | 5.3.3B            | 5.3.3C                   |
| 5.4 UNDERGROUND INJECTION                              | 5.4A   |        |                      |       |         | NA       | 5.4B              | NA                       |
| 5.5 RELEASES TO LAND                                   |        |        |                      |       |         |          |                   |                          |
| 5.5.1 ON-SITE LANDFILL                                 | 5.5.1A |        |                      |       |         | NA       | 5.5.1B            | NA                       |
| 5.5.2 LAND TREATMENT/APPLICATION FARMING               | 5.5.2A |        |                      |       |         | NA       | 5.5.2B            | NA                       |
| 5.5.3 SURFACE IMPOUNDMENT                              | 5.5.3A |        |                      |       |         | NA       | 5.5.3B            | NA                       |
| 5.5.4 OTHER DISPOSAL                                   | 5.5.4A |        |                      |       |         | NA       | 5.5.4B            | NA                       |

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06/13/91T R I S FACSIMILE FORM R  
PART III. CHEMICAL-SPECIFIC INFORMATIONDCN : 13-89-03000382-4-DE  
TRIFID: 19809DPNTD104HA

## TRANSFERS OF THE CHEMICAL IN WASTE TO OFF-SITE LOCATIONS

| A.1 REPORTING RANGES    |       |         | A.2 ESTIMATE | B. BASIS OF ESTIMATE | C. TYPE OF TREATMENT/<br>DISPOSAL |
|-------------------------|-------|---------|--------------|----------------------|-----------------------------------|
| 0                       | 1-499 | 500-999 |              |                      |                                   |
| 6.1.1 DISCHARGE TO POTW | 1.1   |         |              | 6.1.1B               |                                   |
| 6.1.2 DISCHARGE TO POTW | 1.2   |         |              | 6.1.2B               |                                   |
| 6.2.1 OTHER OFF-SITE    | 2.1   |         | NA           | 6.2.1B               | 6.2.1C                            |
| 6.2.2 OTHER OFF-SITE    | 2.2   |         |              | 6.2.2B               | 6.2.2C                            |
| 6.2.3 OTHER OFF-SITE    | 2.3   |         |              | 6.2.3B               | 6.2.3C                            |
| 6.2.4 OTHER OFF-SITE    | 2.4   |         |              | 6.2.4B               | 6.2.4C                            |
| 6.2.5 OTHER OFF-SITE    | 2.5   |         |              | 6.2.5B               | 6.2.5C                            |
| 6.2.6 OTHER OFF-SITE    | 2.6   |         |              | 6.2.6B               | 6.2.6C                            |

## 7. WASTE TREATMENT METHODS AND EFFICIENCY

| A. GENERAL WASTESTREAM |   | B. TREATMENT METHOD |     | C. RANGE INFLUENT CONCENTRATION |   | D. SEQUENTIAL TREATMENT |  | E. TREATMENT EFF ESTIMATE |      | F. BASED ON OPERATING DATA |    |
|------------------------|---|---------------------|-----|---------------------------------|---|-------------------------|--|---------------------------|------|----------------------------|----|
|                        |   |                     |     |                                 |   |                         |  |                           |      | YES                        | NO |
| 7.1A                   | A | 7.1B                | A03 | 7.1C                            | 2 | 7.1D                    |  | 7.1E                      | 0.00 | 7.1F                       | X  |
| 7.2A                   |   | 7.2B                |     | 7.2C                            |   | 7.2D                    |  | 7.2E                      | 0.00 | 7.2F                       |    |
| 7.3A                   |   | 7.3B                |     | 7.3C                            |   | 7.3D                    |  | 7.3E                      | 0.00 | 7.3F                       |    |
| 7.4A                   |   | 7.4B                |     | 7.4C                            |   | 7.4D                    |  | 7.4E                      | 0.00 | 7.4F                       |    |
| 7.5A                   |   | 7.5B                |     | 7.5C                            |   | 7.5D                    |  | 7.5E                      | 0.00 | 7.5F                       |    |
| 7.6A                   |   | 7.6B                |     | 7.6C                            |   | 7.6D                    |  | 7.6E                      | 0.00 | 7.6F                       |    |
| 7.7A                   |   | 7.7B                |     | 7.7C                            |   | 7.7D                    |  | 7.7E                      | 0.00 | 7.7F                       |    |
| 7.8A                   |   | 7.8B                |     | 7.8C                            |   | 7.8D                    |  | 7.8E                      | 0.00 | 7.8F                       |    |
| 7.9A                   |   | 7.9B                |     | 7.9C                            |   | 7.9D                    |  | 7.9E                      | 0.00 | 7.9F                       |    |
| 7.10A                  |   | 7.10B               |     | 7.10C                           |   | 7.10D                   |  | 7.10E                     | 0.00 | 7.10F                      |    |

## 3. OPTIONAL INFORMATION ON WASTE MINIMIZATION

| A. TYPE OF MODIFICATION | B. QUANTITY OF THE CHEMICAL IN WASTES PRIOR TO TREATMENT OR DISPOSAL |            |               | C. INDEX | D. REASON FOR ACTION |
|-------------------------|----------------------------------------------------------------------|------------|---------------|----------|----------------------|
|                         | CURRENT YEAR                                                         | PRIOR YEAR | OR PCT CHANGE |          |                      |
| M4                      | 680000                                                               | 840000     | -19.00        | 1.1      | R4                   |

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SAMPLE BATCH REPORTS

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## **YEAR-TO-YEAR RELEASE/TRANSFER COMPARISON**



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SAMPLE BATCH REPORTS

TRR10BP  
PAGE: 1UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
TOXIC RELEASE INVENTORY SYSTEM  
YEAR-TO-YEAR RELEASE/TRANSFER COMPARISON REPORT08/13/91  
09:47:05

TRI FACILITY ID: 19809DPHTD104HA \*\*\* NOTE: HISTORY RECORDS EXIST - THE NAME/ADDRESS INFO MAY BE DIFFERANT FOR PREVIOUS YEAR  
FACILITY NAME : DU PONT EDGE MOOR  
ADDRESS : 104 HAY RD.  
WILMINGTON DE 19809

## CHEMICAL: ALL CHEMICALS EXCLUDING DELISTED CHEMICALS

|                  | 1987    | 1988    | % OF<br>CHANGE | 1989   | % OF<br>CHANGE | 1990  | % OF<br>CHANGE | 1991  | % OF<br>CHANGE |
|------------------|---------|---------|----------------|--------|----------------|-------|----------------|-------|----------------|
|                  | -----   | -----   | -----          | -----  | -----          | ----- | -----          | ----- | -----          |
| # OF SUBMISSIONS | 8       | 7       | -13            | 6      | -15            | 0     |                | 0     |                |
| RELEASES         |         |         |                |        |                |       |                |       |                |
| FUGITIVE AIR     | 101774  | 22174   | -79            | 38624  | +74            | 0     |                | 0     |                |
| STACK AIR        | 935231  | 957010  | +2             | 786140 | -18            | 0     |                | 0     |                |
| WATER            | 1071025 | 19770   | -99            | 270    | -99            | 0     |                | 0     |                |
| UNDERGROUND      | 0       | 0       |                | 0      |                | 0     |                | 0     |                |
| LAND             | 0       | 39      |                | 48     | +23            | 0     |                | 0     |                |
| TOTAL RELEASES   | 2108030 | 998993  | -53            | 825182 | -18            | 0     |                | 0     |                |
| TRANSFERS        |         |         |                |        |                |       |                |       |                |
| POTW             | 0       | 0       |                | 0      |                | 0     |                | 0     |                |
| OFF SITE         | 553000  | 1250000 | +126           | 0      |                | 0     |                | 0     |                |
| TOTAL TRANSFER   | 553000  | 1250000 | +126           | 0      |                | 0     |                | 0     |                |

THE PERCENT CHANGE WILL BE CALCULATED ONLY IF BOTH APPLICABLE REPORTING YEARS ARE GREATER THAN ZERO.

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## **FACILITY PROFILE REPORT**

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SAMPLE BATCH REPORTS

TRR03BP  
PAGE: 1UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
TOXIC RELEASE INVENTORY SYSTEM06/13/91  
21:02:25

FACILITY PROFILE REPORT FOR FACILITY ID: 19809DPNTD104HA

-----

|        |                 |              |                 |                      |
|--------|-----------------|--------------|-----------------|----------------------|
| REGION | TRI-FACILITY-ID | EPA ID       | NAME            | : DU PONT EDGE MOOR  |
| 03     | 19809DPNTD104HA | DED000800284 | ADDRESS         | : 104 MAY RD.        |
|        |                 |              | CITY/STATE/ZIP: | WILMINGTON, DE 19809 |

DOCUMENT CONTROL NUMBER : 13-89-03000382-4-DE  
REPORTING YEAR : 1989  
RPTG FOR ENTIRE FACILITY : A (AN ENTIRE COVERED FACILITY)  
MAXIMUM AMOUNT CODE : 01 (0--99)  
CHEMICAL ID : 000463-58-1  
CHEMICAL NAME : CARBONYL SULFIDE  
MIXTURE COMPONENT ID : NA  
CERTIFICATION NAME : JOHN S. KLOSS  
CERTIFICATION TITLE : PLANT MANAGER  
CERTIFICATION DATE SIGNED: 06/10/90  
CERT. SIGNATURE INDICATOR: P (PHOTO COPY)  
FACILITY COUNTY : NEW CASTLE  
ASSIGNED DUNS NUMBER : 154407845  
ASSIGNED EPA ID : DED000800284  
STATE/COUNTY FIPS CODE : 10003  
ASSIGN CENTROID LATITUDE : 394630  
ASSIGN CENTROID LONGITUDE: -752942  
LATITUDE : 394449  
LONGITUDE : -752530  
PARENT COMPANY NAME : DUPONT  
PARENT DUNS NUMBER : 001315704  
TECHNICAL CONTACT NAME : JOHN C. CHANEY  
TECHNICAL CONTACT PHONE : (302) 761-2298  
PUBLIC CONTACT NAME : JOHN C. CHANEY  
PUBLIC CONTACT PHONE : (302) 761-2298  
UIC ID : NA  
MAGNETIC MEDIA ID : D1353

\*\* WASTE MINIMIZATION \*\*  
WASTE MINIMUM CODE : M4 (PROCESS PROCEDURE MODIFICATIONS)  
WASTE MINIMUM CURRENT YEAR QTY: 680,000  
WASTE MINIMUM CRT YEAR QTY N/A:  
WASTE MINIMUM PRIOR YEAR QTY : 840,000  
WASTE MINIMUM PRIOR YR QTY N/A:  
WASTE MINIMUM PERCENT CHANGE : ~19.00  
WASTE MINIMUM INDEX : 1.1  
WASTE MINIMUM ACTION CODE : R4 (SELF-INITIATED REVIEW)

EPA ID NUMBER(S) : DED000800284

DUNS NUMBER(S) : 154407845

SIC-CODE(S) : 2816

NPDES PERMIT NUMBER(S): DE0000051 DE0050644

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UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
TOXIC RELEASE INVENTORY SYSTEM

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FACILITY PROFILE REPORT FOR FACILITY ID: 19809DPNTD104HA

-----  
REGION TRI-FACILITY-ID EPA ID NAME : DU PONT EDGE MOOR  
03 19809DPNTD104HA DED000600284 ADDRESS : 104 HAY RD.  
CITY/STATE/ZIP: WILMINGTON, DE 19809

\*\* TYPES OF ACTIVITY/USES \*\*  
MANUFACTURE : PRODUCE BYPRODUCT

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SAMPLE BATCH REPORTS

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UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
TOXIC RELEASE INVENTORY SYSTEM

06/13/91  
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FACILITY PROFILE REPORT FOR FACILITY ID: 19809DPNTD104HA

-----  
REGION TRI-FACILITY-ID EPA ID NAME : DU PONT EDGE MOOR  
03 19809DPNTD104HA DED0000800284 ADDRESS : 104 HAY RD.  
CITY/STATE/ZIP: WILMINGTON, DE 19809

\*\* FUGITIVE OR NON-POINT AIR EMISSIONS \*\*  
REPORTING RANGE :  
ESTIMATE : 0  
ESTIMATE N/A : Y  
BASIS OF ESTIMATE : NA

\*\* STACK OR POINT AIR EMISSIONS \*\*  
REPORTING RANGE :  
ESTIMATE : 680,000  
ESTIMATE N/A :  
BASIS OF ESTIMATE : M (BASED ON MONITORING DATA OR MEASUREMENTS)

\*\* DISCHARGE TO WATER \*\*  
STREAM CODE : A  
STREAM NAME : DELAWARE RIVER  
REPORTING RANGE :  
ESTIMATE : 0  
ESTIMATE N/A : Y  
BASIS OF ESTIMATE :  
% FROM STORMWATER : 0.00  
% FROM STORMWATER N/A :

\*\* UNDERGROUND INJECTION \*\*  
REPORTING RANGE :  
ESTIMATE : 0  
ESTIMATE N/A : Y  
BASIS OF ESTIMATE : NA

\*\* RELEASE TO LAND \*\*  
LAND DISPOSAL CODE : D02 (ON-SITE LANDFILL)  
REPORTING RANGE :  
ESTIMATE : 0  
ESTIMATE N/A : Y  
BASIS OF ESTIMATE : NA

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SAMPLE BATCH REPORTS

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UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
TOXIC RELEASE INVENTORY SYSTEM

06/13/91  
21:02:25

FACILITY PROFILE REPORT FOR FACILITY ID: 19809DPNTD104HA

-----  
REGION TRI-FACILITY-ID EPA ID NAME : DU PONT EDGE MOOR  
03 19809DPNTD104HA DED000800284 ADDRESS : 104 HAY RD.  
CITY/STATE/ZIP: WILMINGTON, DE 19809

\*\* RELEASE TO LAND \*\*  
LAND DISPOSAL CODE : D03 (LAND TREATMENT/APPLICATION FARMING)  
REPORTING RANGE :  
ESTIMATE : 0  
ESTIMATE N/A : Y  
BASIS OF ESTIMATE : NA

\*\* RELEASE TO LAND \*\*  
LAND DISPOSAL CODE : D05 (SURFACE IMPOUNDMENT)  
REPORTING RANGE :  
ESTIMATE : 0  
ESTIMATE N/A : Y  
BASIS OF ESTIMATE : NA

\*\* RELEASE TO LAND \*\*  
LAND DISPOSAL CODE : D99 (OTHER DISPOSAL)  
REPORTING RANGE :  
ESTIMATE : 0  
ESTIMATE N/A : Y  
BASIS OF ESTIMATE : NA

\*\* DISCHARGE TO POTW \*\*  
FACILITY NAME : NA  
STREET ADDRESS :  
CITY :  
COUNTY :  
STATE :  
ZIP CODE :  
REPORTING RANGE :  
ESTIMATE : 0  
ESTIMATE N/A :  
BASIS OF ESTIMATE :

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SAMPLE BATCH REPORTS

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UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
TOXIC RELEASE INVENTORY SYSTEM

06/13/91  
21:02:25

FACILITY PROFILE REPORT FOR FACILITY ID: 19809DPNTD104HA

-----  
REGION TRI-FACILITY-ID EPA ID NAME : DU PONT EDGE MOOR  
03 19809DPNTD104HA DE0000800284 ADDRESS : 104 HAY RD.  
CITY/STATE/ZIP: WILMINGTON, DE 19809

\*\* OTHER OFF-SITE LOCATION \*\*

OFF-SITE ID : 19809DPNTCHAYRO  
OFF-SITE LOCATION CODE: 1  
EPA ID (RCRA ID NO.) : NA  
FACILITY NAME : DU PONT CHERRY ISLAND  
STREET ADDRESS : HAY ROAD  
CITY : EDMOND  
COUNTY : NEW CASTLE  
STATE : DE  
ZIP CODE : 19809  
CONTROL OF RPT. FACIL.: Y (YES, LOCATION IS UNDER CONTROL OF REPORTING FACILITY OR PARENT COMPANY)  
REPORTING RANGE :  
ESTIMATE : 0  
ESTIMATE N/A : Y  
BASIS OF ESTIMATE :  
TREATMENT/DISPOSAL :

\*\* WASTE TREATMENT METHODS AND EFFICIENCY \*\*

GENERAL WASTESTREAM CODE : A (GASEOUS (INCLUDING GASES, VAPORS, AIRBORNE PARTICULATES))  
TREATMENT METHOD CODE : A03 (SCRUBBER)  
RANGE OF INFLUENTIAL CONCENT. CODE: 2 (100 PARTS PER MILLION (0.01 PERCENT) TO 1 PERCENT (10,000 PARTS PER MILLION))  
SEQUENTIAL TREATMENT :  
TREATMENT EFFICIENCY ESTIMATE : 0.00  
BASED ON OPERATING DATA : N (NO, TREATMENT EFFICIENCY ESTIMATE IS NOT BASED ON ACTUAL OPERATING DATA)

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**CHEMICAL/GEOGRAPHIC/  
SIC CODE REPORT**

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SAMPLE BATCH REPORTS

TRR08BP  
PAGE 1UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
TOXIC RELEASE INVENTORY SYSTEM  
CHEMICAL/GEOGRAPHICAL/SIC CODE REPORT, REPORTING YEAR: 198906/13/91  
21:05:16

REGION: 03 \* STATE: VA \* CITY: RICHMOND \* \* ZIP CODE: 00000 THRU 99999

DATA SORTED BY: \* #FACIL-STATE \* #FACIL-CITY \* \* \* \* \*

FACILITY NAME / ADDRESS

| DOCUMENT CONTROL NUM | CHEMICAL NAME | FUG AIR | STACK AIR | WATER | UNDER INJ | LAND |
|----------------------|---------------|---------|-----------|-------|-----------|------|
|----------------------|---------------|---------|-----------|-------|-----------|------|

JAMES RIVER CORP FILTRATION PRODUCTS DIV-RICHMOND  
TREDEGAR ST.  
RICHMOND, VA 23219

|                                             |              |         |           |     |   |   |
|---------------------------------------------|--------------|---------|-----------|-----|---|---|
| 13-89-03532178-5-VA                         | FORMALDEHYDE | 0       | 14,000    | 1   | 0 | 0 |
| 13-89-03532179-7-VA                         | PHENOL       | 0       | 19,000    | 7   | 0 | 0 |
| 13-89-03532180-9-VA                         | METHANOL     | 180,000 | 1,200,000 | 160 | 0 | 0 |
| *** TOTALS FOR JAMES RIVER CORP. FILTRATION |              | 180,000 | 1,233,000 | 168 | 0 | 0 |

REHRIG INTERNATIONAL  
901 NORTH LOMBARDY ST.  
RICHMOND, VA 23220

|                                     |                   |    |     |   |   |   |
|-------------------------------------|-------------------|----|-----|---|---|---|
| 13-89-03558346-3-VA                 | NICKEL            | 0  | 0   | 0 | 0 | 0 |
| 13-89-03558347-5-VA                 | HYDROCHLORIC ACID | 73 | 146 | 0 | 0 | 0 |
| *** TOTALS FOR REHRIG INTERNATIONAL |                   | 73 | 146 | 0 | 0 | 0 |

U.S. HISTORICAL SOCIETY  
2422 EAST FRANKLIN ST.  
RICHMOND, VA 23223

|                                        |      |   |     |   |   |   |
|----------------------------------------|------|---|-----|---|---|---|
| 13-89-03573005-0-VA                    | LEAD | 0 | 250 | 0 | 0 | 0 |
| *** TOTALS FOR U.S. HISTORICAL SOCIETY |      | 0 | 250 | 0 | 0 | 0 |

J.M. FRY CO. INC.  
830 HULL ST.  
RICHMOND, VA 23224

|                     |                  |   |   |   |   |   |
|---------------------|------------------|---|---|---|---|---|
| 13-89-03542988-5-VA | COPPER COMPOUNDS | 0 | 0 | 0 | 0 | 0 |
|---------------------|------------------|---|---|---|---|---|

250 LBS WAS USED FOR RELEASE ESTIMATE FOR 1-499 REPORTING RANGE, 750 LBS FOR 500-999 RANGE

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## **REGIONAL TRIS SUBMISSIONS REPORT**



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SAMPLE BATCH REPORTS

TRR05BP  
PAGE: 1UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
TOXIC RELEASE INVENTORY SYSTEM  
REGIONAL TRIS SUBMISSIONS REPORT08/12/91  
16:02:17

YEAR: 1989 REGION: 03 STATE: VA ZIP CODES: 00000 THRU 99999

| TRI FACIL ID/<br>DCC CNTL NUM          | FACILITY NAME                      | FACILITY ADDRESS                                 | TECH CONTACT NAME/<br>PHONE NUMBER   | CAS NUMBER/<br>CHEMICAL NAME        |
|----------------------------------------|------------------------------------|--------------------------------------------------|--------------------------------------|-------------------------------------|
| 24210STRLNORMO<br>13-89-03506491-6-VA  | STERLING CASKET HARDWARE CO.       | NORWOOD RD.<br>ABINGDON<br>VA 24210              | BEN B. SCOTT<br>(703) 628-7153       | 71-55-6<br>1,1,1-TRICHLOROETHANE    |
| 24210WSTNGHIGHM<br>13-89-03524000-9-VA | WESTINGHOUSE ELECTRIC CORP.<br>EMD | HWY. 11 WESTINGHOUSE RD.<br>ABINGDON<br>VA 24210 | LISA M. GENTRY<br>(703) 676-9152     | 1330-20-7<br>XYLENE (MIXED ISOMERS) |
| 24210WSTNGHIGHM<br>13-89-03524001-1-VA | WESTINGHOUSE ELECTRIC CORP.<br>EMD | HWY. 11 WESTINGHOUSE RD.<br>ABINGDON<br>VA 24210 | LISA M. GENTRY<br>(703) 676-9152     | 1319-77-3<br>CRESOL (MIXED ISOMERS) |
| 24210WSTNGHIGHM<br>13-89-03524002-3-VA | WESTINGHOUSE ELECTRIC CORP.<br>EMD | HWY. 11 WESTINGHOUSE RD.<br>ABINGDON<br>VA 24210 | LISA M. GENTRY<br>(703) 676-9152     | 7440-50-8<br>COPPER                 |
| 24210WSTNGHIGHM<br>13-89-03524003-5-VA | WESTINGHOUSE ELECTRIC CORP.<br>EMD | HWY. 11 WESTINGHOUSE RD.<br>ABINGDON<br>VA 24210 | LISA M. GENTRY<br>(703) 676-9152     | 108-95-2<br>PHENOL                  |
| 23301PRDNCROUTE<br>13-89-03580523-7-VA | PERDUE FARMS INC.                  | U.S. RTE. 13<br>ACCOMAC<br>VA 23301              | JAMES EICHELBERGER<br>(804) 787-2700 | 7782-50-5<br>CHLORINE               |
| 23301PRDNCROUTE<br>13-89-03580524-9-VA | PERDUE FARMS INC.                  | U.S. RTE. 13<br>ACCOMAC<br>VA 23301              | JAMES EICHELBERGER<br>(804) 787-2700 | 7664-41-7<br>AMMONIA                |
| 23301PRDNCROUTE<br>13-89-03580525-2-VA | PERDUE FARMS INC.                  | U.S. RTE. 13<br>ACCOMAC<br>VA 23301              | JAMES EICHELBERGER<br>(804) 787-2700 | 7664-93-9<br>SULFURIC ACID          |
| 22312TLNTC5390C<br>13-89-03575229-6-VA | ATLANTIC RESEARCH CORP.            | 5390 CHEROKEE AVE.<br>ALEXANDRIA<br>VA 22312     | JENNIFER G. FOSTER<br>(703) 642-6448 | 1332-21-4<br>ASBESTOS (FRIABLE)     |
| 22312TLNTC5390C<br>13-89-03575230-8-VA | ATLANTIC RESEARCH CORP.            | 5390 CHEROKEE AVE.<br>ALEXANDRIA<br>VA 22312     | JENNIFER G. FOSTER<br>(703) 642-6448 | 71-55-6<br>1,1,1-TRICHLOROETHANE    |

TRIS INFORMATION RETRIEVAL USERS GUIDE

09/03/91

TRR05BP  
PAGE: 170

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
TOXIC RELEASE INVENTORY SYSTEM  
REGIONAL TRIS SUBMISSIONS REPORT

08/12/91  
16:02:21

YEAR: 1989 REGION: 03 STATE: VA ZIP CODES: 00000 THRU 99999

| TRI FACIL ID/<br>DOC CNTL NUM | FACILITY NAME | FACILITY ADDRESS | TFLH CONTACT NAME/<br>PHONE NUMBER | CAS NUMBER/<br>CHEMICAL NAME |
|-------------------------------|---------------|------------------|------------------------------------|------------------------------|
|-------------------------------|---------------|------------------|------------------------------------|------------------------------|

\*\*\*\*\*  
\* REPORT SUMMARY \*  
\*\*\*\*\*

TOTAL NUMBER OF SUBMISSIONS = 1667

TOTAL NUMBER OF FACILITIES = 473

LIST OF ALL CAS NUMBERS (WITH CHEMICAL NAMES) USED:

50-00-0 FORMALDEHYDE  
55-63-0 NITROGLYCERIN  
56-23-5 CARBON TETRACHLORIDE  
63-25-2 CARBARYL  
67-56-1 METHANOL  
67-63-0 ISOPROPYL ALCOHOL (MANUFACTURING, STRONG-ACID PROCESS ONLY, NO PROCESS  
67-64-1 ACETONE  
67-66-3 CHLOROFORM  
67-72-1 HEXACHLOROETHANE  
71-36-3 N-BUTYL ALCOHOL  
71-43-2 BENZENE  
71-55-6 1,1,1-TRICHLOROETHANE  
74-85-1 ETHYLENE  
74-87-3 CHLOROMETHANE  
75-00-3 CHLOROETHANE  
75-05-8 ACETONITRILE  
75-07-0 ACETALDEHYDE  
75-09-2 DICHLOROMETHANE  
75-15-0 CARBON DISULFIDE  
75-21-8 ETHYLENE OXIDE  
75-35-4 VINYLIDENE CHLORIDE  
75-55-8 PROPYLENEIMINE  
75-56-9 PROPYLENE OXIDE  
75-65-0 TERT-BUTYL ALCOHOL  
76-13-1 FREON 113  
77-78-1 DIMETHYL SULFATE  
78-84-2 ISOBUTYRALDEHYDE  
78-87-5 1,2-DICHLOROPROPANE  
78-93-3 METHYL ETHYL KETONE  
79-01-6 TRICHLOROETHYLENE  
79-06-1 ACRYLAMIDE  
79-10-7 ACRYLIC ACID  
79-11-8 CHLOROACETIC ACID  
80-62-6 METHYL METHACRYLATE

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SAMPLE BATCH REPORTS

TRIS INFORMATION RETRIEVAL USERS GUIDE

## **POTW/OFF-SITE LOCATION REPORT**

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09/03/91

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SAMPLE BATCH REPORTS

TRR02BP  
PAGE: 1  
09:45:08.2UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
TOXIC RELEASE INVENTORY SYSTEM

08/13/91

## POTW/OFF-SITE LOCATION REPORT

POTW/OFF-SITE LOCATION REPORT FOR TRI-OFF-SITE-ID 53150BFNSTW1439 \*\*POTW/OFF-SITE NAME: BFI WASTE SYSTEMS TOWN &  
STREET: W143 S6400 COLLEGE CT. / COUNTY: WAUKESHA / CITY: MUSKEGO / STATE: WI / ZIP: 53150

=====

REGION TRI-FACILITY-ID: 53187LLYPR1045P NAME : ALLOY PRODUCTS CORP.  
EPA-ID : WID006077978 ADDRESS : 1045 PERKINS AVE.  
DOC-CNTL-NUM : 13-89-03581823-4-WI CITY/STATE/ZIP: WAUKESHA, WI 53187CAS NUMBER : 000071-55-6 SIC CODE: 3551  
CHEMICAL NAME: 1,1,1-TRICHLOROETHANETYPE OF TRANSFER 00 1-499 500-999 ESTIMATE  
LB. LBS. LBS. IN LBS.-----  
OTHER OFF-SITE LOCATION 0

=====

REGION TRI-FACILITY-ID: 53187LLYPR1045P NAME : ALLOY PRODUCTS CORP.  
EPA-ID : WID006077978 ADDRESS : 1045 PERKINS AVE.  
DOC-CNTL-NUM : 13-89-03581821-0-WI CITY/STATE/ZIP: WAUKESHA, WI 53187CAS NUMBER : 007439-96-5 SIC CODE: 3551  
CHEMICAL NAME: MANGANESETYPE OF TRANSFER 00 1-499 500-999 ESTIMATE  
LB. LBS. LBS. IN LBS.-----  
OTHER OFF-SITE LOCATION 772

=====

REGION TRI-FACILITY-ID: 53187LLYPR1045P NAME : ALLOY PRODUCTS CORP.  
EPA-ID : WID006077978 ADDRESS : 1045 PERKINS AVE.  
DOC-CNTL-NUM : 13-89-03581822-2-WI CITY/STATE/ZIP: WAUKESHA, WI 53187CAS NUMBER : 007440-02-0 SIC CODE: 3551  
CHEMICAL NAME: NICKELTYPE OF TRANSFER 00 1-499 500-999 ESTIMATE  
LB. LBS. LBS. IN LBS.-----  
OTHER OFF-SITE LOCATION 1.834

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**GEOGRAPHIC/CHEMICAL  
PROFILE REPORT**



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09/03/91

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SAMPLE BATCH REPORTS

TRR01BP  
PAGE: 1UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
TOXIC RELEASE INVENTORY SYSTEM  
GEOGRAPHIC LOCATION / CHEMICAL PROFILE REPORT08/12/91  
16:04:16

YEAR: 1989 REGION: 03 STATE: VA ZIP CODE: 23231 CITY: RICHMOND

```
=====
RGN TRI-FACILITY-ID FACILITY NAME ADDRESS CITY / STATE ZIP EPA-ID
03 23231TTHCR45009 AT&T MICROELECTRONICS 4500 S. LABURNUM AVE. RICHMOND 23231 VAD066000993
 RICHMOND WORKS VA
CAS NUMBER : 007664-41-7 SIC-CODE(S): 3672 3661 NA DCN: 13-89-03511056-2-VA
CHEMICAL NAME: AMMONIA
```

| TYPES OF RELEASES<br>(SUMMARY) | 00<br>LB. | 1-499<br>LBS. | 500-999<br>LBS. | ESTIMATE<br>IN LBS. | TYPES OF TRANSFERS<br>(SUMMARY) | 00<br>LB. | 1-499<br>LBS. | 500-999<br>LBS. | ESTIMATE<br>IN LBS. |
|--------------------------------|-----------|---------------|-----------------|---------------------|---------------------------------|-----------|---------------|-----------------|---------------------|
| FUGITIVE AIR EMISSION          |           |               |                 | 0                   | DISCHARGE TO POTW               |           |               |                 | 59,500              |
| STACK/POINT AIR EMISSION       |           |               |                 | 17,700              | OTHER OFF-SITE LOCATIONS        |           |               |                 | 0                   |
| DISCHARGE TO WATER             |           |               |                 | 0                   |                                 |           |               |                 |                     |
| UNDERGROUND INJECTION          |           |               |                 | 0                   |                                 |           |               |                 |                     |
| RELEASE TO LAND                |           |               |                 | 0                   |                                 |           |               |                 |                     |
| ** TOTALS FOR RELEASES:        |           |               |                 | 17,700              | ** TOTALS FOR TRANSFERS:        |           |               |                 | 59,500              |

## \*\* TYPES OF ACTIVITY/USES \*\*

| MANUFACTURE :   | PRODUCE       | IMPORT      | ON-SITE USE | SALE/DISTR  | BYPRODUCT | IMPURITY |
|-----------------|---------------|-------------|-------------|-------------|-----------|----------|
| PROCESS :       | REACTANT      | FORMULATION | ARTICLE     | REPACKAGING |           |          |
| OTHERWISE USED: | X PROCESS AID | MANUFTR AID | ANCILLARY   |             |           |          |

```
=====
RGN TRI-FACILITY-ID FACILITY NAME ADDRESS CITY / STATE ZIP EPA-ID
03 23231TTHCR45009 AT&T MICROELECTRONICS 4500 S. LABURNUM AVE. RICHMOND 23231 VAD066000993
 RICHMOND WORKS VA
CAS NUMBER : 007782-50-5 SIC-CODE(S): 3672 3661 NA DCN: 13-89-03511057-4-VA
CHEMICAL NAME: CHLORINE
```

| TYPES OF RELEASES<br>(SUMMARY) | 00<br>LB. | 1-499<br>LBS. | 500-999<br>LBS. | ESTIMATE<br>IN LBS. | TYPES OF TRANSFERS<br>(SUMMARY) | 00<br>LB. | 1-499<br>LBS. | 500-999<br>LBS. | ESTIMATE<br>IN LBS. |
|--------------------------------|-----------|---------------|-----------------|---------------------|---------------------------------|-----------|---------------|-----------------|---------------------|
| FUGITIVE AIR EMISSION          |           |               |                 | 0                   | DISCHARGE TO POTW               |           |               |                 | 0                   |
| STACK/POINT AIR EMISSION       |           |               |                 | 151                 | OTHER OFF-SITE LOCATIONS        |           |               |                 | 0                   |
| DISCHARGE TO WATER             |           |               |                 | 0                   |                                 |           |               |                 |                     |
| UNDERGROUND INJECTION          |           |               |                 | 0                   |                                 |           |               |                 |                     |
| RELEASE TO LAND                |           |               |                 | 0                   |                                 |           |               |                 |                     |
| ** TOTALS FOR RELEASES:        |           |               |                 | 151                 | ** TOTALS FOR TRANSFERS:        |           |               |                 | 0                   |

## \*\* TYPES OF ACTIVITY/USES \*\*

| MANUFACTURE :   | PRODUCE       | IMPORT      | ON-SITE USE | SALE/DISTR  | BYPRODUCT | IMPURITY |
|-----------------|---------------|-------------|-------------|-------------|-----------|----------|
| PROCESS :       | REACTANT      | FORMULATION | ARTICLE     | REPACKAGING |           |          |
| OTHERWISE USED: | X PROCESS AID | MANUFTR AID | ANCILLARY   |             |           |          |

TRIS INFORMATION RETRIEVAL USERS GUIDE

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SAMPLE BATCH REPORTS

TRRC1BP  
PAGE: 1

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
TOXIC RELEASE INVENTORY SYSTEM  
GEOGRAPHIC LOCATION / CHEMICAL PROFILE REPORT

08/13/91  
09:44:13

YEAR: 1989 REGION: 03 STATE: VA ZIP CODE: 23231 CITY: RICHMOND

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\*\*\*\*\*  
\*  
\* SUMMARY TOTALS FOR RELEASES AND TRANSFERS \*  
\*  
\*\*\*\*\*

TOTAL FACILITIES = 10  
TOTAL SUBMISSIONS = 24

RELEASES TO ENVIRONMENT  
FUGITIVE AIR= 383,690  
STACK AIR = 318,188  
WATER = 0  
UNDERGROUND = 0  
LAND = 0  
TOTAL = 701,878

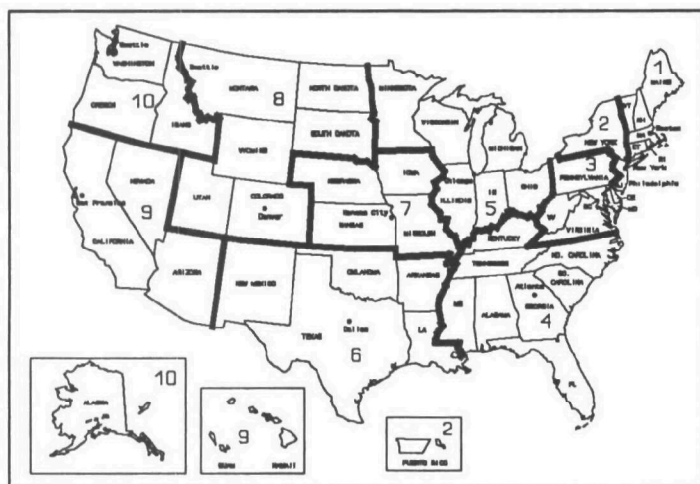
TRANSFERS  
TO POTW = 109,873  
TO OFF SITE = 35,050  
TOTAL = 144,923

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## **APPENDIX C**

### **EPA REGIONS AND STATES**

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**TABLE OF STATES AND  
EPA REGIONS (STATES)**

**Listing of EPA Regional Offices by State**

|                           |    |                     |   |                     |    |
|---------------------------|----|---------------------|---|---------------------|----|
| Alabama (AL)              | 4  | Louisiana (LA)      | 6 | Oklahoma (OK)       | 6  |
| Alaska (AK)               | 10 | Maine (ME)          | 1 | Oregon (OR)         | 10 |
| Arizona (AZ)              | 9  | Maryland (MD)       | 3 | Pennsylvania (PA)   | 3  |
| Arkansas (AR)             | 6  | Massachusetts (MA)  | 1 | Rhode Island (RI)   | 1  |
| California (CA)           | 9  | Michigan (MI)       | 5 | South Carolina (SC) | 4  |
| Colorado (CO)             | 8  | Minnesota (MN)      | 5 | South Dakota (SD)   | 8  |
| Connecticut (CT)          | 1  | Mississippi (MS)    | 4 | Tennessee (TN)      | 4  |
| Delaware (DE)             | 3  | Missouri (MO)       | 7 | Texas (TX)          | 6  |
| District of Columbia (DC) | 3  | Montana (MT)        | 8 | Utah (UT)           | 8  |
| Florida (FL)              | 4  | Nebraska (NE)       | 7 | Vermont (VT)        | 1  |
| Georgia (GA)              | 4  | Nevada (NV)         | 9 | Virginia (VA)       | 3  |
| Hawaii (HI)               | 9  | New Hampshire (NH)  | 1 | Washington (WA)     | 10 |
| Idaho (ID)                | 10 | New Jersey (NJ)     | 2 | West Virginia (WV)  | 3  |
| Illinois (IL)             | 5  | New Mexico (NM)     | 6 | Wisconsin (WI)      | 5  |
| Indiana (IN)              | 5  | New York (NY)       | 1 | Wyoming (WY)        | 8  |
| Iowa (IA)                 | 7  | North Carolina (NC) | 4 | American Samoa (AS) | 9  |
| Kansas (KS)               | 7  | North Dakota (ND)   | 8 | Guam (GU)           | 9  |
| Kentucky (KY)             | 4  | Ohio (OH)           | 5 | Puerto Rico (PR)    | 2  |
|                           |    |                     |   | Virgin Island (VI)  | 2  |

**Listing of States by EPA Regional Office**

|                    |                     |                           |                     |                  |
|--------------------|---------------------|---------------------------|---------------------|------------------|
| <b>Region 1</b>    | <b>Region 2</b>     | <b>Region 3</b>           | <b>Region 4</b>     | <b>Region 5</b>  |
| Connecticut (CT)   | New Jersey (NJ)     | Delaware (DE)             | Alabama (AL)        | Illinois (IL)    |
| Maine (ME)         | New York (NY)       | District of Columbia (DC) | Florida (FL)        | Indiana (IN)     |
| Massachusetts (MA) | Puerto Rico (PR)    | Maryland (MD)             | Georgia (GA)        | Michigan (MI)    |
| New Hampshire (NH) | Virgin Islands (VI) | Pennsylvania (PA)         | Kentucky (KY)       | Minnesota (MN)   |
| Rhode Island (RI)  |                     | Virginia (VA)             | Mississippi (MS)    | Ohio (OH)        |
| Vermont (VT)       |                     | West Virginia (WV)        | North Carolina (NC) | Wisconsin (WI)   |
|                    |                     |                           | South Carolina (SC) |                  |
|                    |                     |                           | Tennessee (TN)      |                  |
| <b>Region 6</b>    | <b>Region 7</b>     | <b>Region 8</b>           | <b>Region 9</b>     | <b>Region 10</b> |
| Arkansas (AR)      | Iowa (IA)           | Colorado (CO)             | Arizona (AZ)        | Alaska (AK)      |
| Louisiana (LA)     | Kansas (KS)         | Montana (MT)              | California (CA)     | Idaho (ID)       |
| New Mexico (NM)    | Missouri (MO)       | North Dakota (ND)         | Hawaii (HI)         | Oregon (OR)      |
| Oklahoma (OK)      | Nebraska (NE)       | South Dakota (SD)         | Nevada (NV)         | Washington (WA)  |
| Texas (TX)         |                     | Utah (UT)                 | American Samoa (AS) |                  |
|                    |                     | Wyoming (WY)              | Guam (GU)           |                  |

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**APPENDIX D**  
**FORM R**



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# THIS INFORMATION RETRIEVAL USERS GUIDE



Form Approved OMB No 2070-0093

Approval Expires 01/94



Important Type or print read instructions before completing form )

Page 1 of 5

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>EPA</b> U S Environmental Protection Agency<br><b>TOXIC CHEMICAL RELEASE INVENTORY REPORTING FORM</b><br>Section 313 of the Emergency Planning and Community Right-to-Know Act of 1986,<br>also known as Title III of the Superfund Amendments and Reauthorization Act                                                                                                                                                                                                                           |                                                                                                             | Public reporting burden for this collection of information is estimated to vary from 30 to 34 hours per response with an average of 32 hours per response including time for reviewing instructions searching existing data sources gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Chief, Information Policy Branch (PM-223) US EPA, 401 M St., SW, Washington, D C 20460 Attn: TRI Burden and to the Office of Information and Regulatory Affairs, Office of Management and Budget Paperwork Reduction Project (2070-0093) Washington D C 20503 |  |
| <b>EPA FORM R</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>PART I. FACILITY IDENTIFICATION INFORMATION</b>                                                          | (This space for your optional use )                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| 1 1 Are you claiming the chemical identity on page 3 trade secret?<br><input type="checkbox"/> Yes (Answer question 1 2, Attach substantiation forms ) <input type="checkbox"/> No (Do not answer 1 2 Go to question 1 3 )                                                                                                                                                                                                                                                                          | 1 2 If "Yes" in 1 1 is this copy<br><input type="checkbox"/> Sanitized <input type="checkbox"/> Unsanitized | 1 3 Reporting Year<br>19 ____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |
| <b>2 CERTIFICATION (Read and sign after completing all sections )</b><br>I hereby certify that I have reviewed the attached documents and that to the best of my knowledge and belief the submitted information is true and complete and that the amounts and values in this report are accurate based on reasonable estimates using data available to the preparers of this report<br>Name and official title of owner/operator or senior management official<br>Signature _____ Date signed _____ |                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| <b>3 FACILITY IDENTIFICATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                             | <b>WHERE TO SEND COMPLETED FORMS:</b><br>1 EPCRA REPORTING CENTER<br>P O BOX 23779<br>WASHINGTON, DC 20026-3779<br>ATTN: TOXIC CHEMICAL RELEASE INVENTORY<br>2. APPROPRIATE STATE OFFICE (See instructions in Appendix G)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| 3 1 Facility or Establishment Name<br>Street Address<br>City County<br>State Zip Code<br>TRI Facility Identification Number                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                             | 3 2 This report contains information or (Check only one)<br>a <input type="checkbox"/> Entire activity b <input type="checkbox"/> Part of a facility                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| 3 3 Technical Contact                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                             | Telephone Number (include area code)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| 3 4 Public Contact                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                             | Telephone Number (include area code)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| 3 5 SIC Code (4 digit)                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| 3 6 Latitude Longitude<br>Degrees Minutes Seconds Degrees Minutes Seconds                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| 3 7 Dun & Bradstreet Number(s)                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| 3 8 EPA Identification Number(s) (RCRA ID No )                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| 3 9 R-PDES Permit Number(s)                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Receiving Streams or Water Bodies (enter one name per box)                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| 3 10                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| 3 11 Underground Injection Well Code (UIC) Identification Number(s)                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| <b>4 PARENT COMPANY INFORMATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Name of Parent Company                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                             | Parent Company's Dun & Bradstreet Number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |

EPA Form 9350-1 (Rev 1-91) - Previous editions are obsolete

TRIS INFORMATION RETRIEVAL USERS GUIDE



(Important Type or print, read instructions before completing form )

Page 2 of 5

|                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p><b>EPA FORM R</b></p> <p><b>PART II. OFF-SITE LOCATIONS TO WHICH TOXIC<br/>CHEMICALS ARE TRANSFERRED IN WASTES</b></p> </div> <div style="border: 1px solid black; padding: 5px; width: 30%; font-size: small;">                 (This space for your optional use )             </div> </div> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                 |        |                      |        |
|-------------------------------------------------|--------|----------------------|--------|
| <b>1 PUBLICLY OWNED TREATMENT WORKS (POTWs)</b> |        |                      |        |
| <b>1 1 POTW name</b>                            |        | <b>1 2 POTW name</b> |        |
| Street Address                                  |        | Street Address       |        |
| City                                            | County | City                 | County |
| State                                           | Zip    | State                | Zip    |

|                                                                                                                  |        |                                                                                      |        |
|------------------------------------------------------------------------------------------------------------------|--------|--------------------------------------------------------------------------------------|--------|
| <b>2 OTHER OFF-SITE LOCATIONS (DO NOT REPORT LOCATIONS TO WHICH WASTES ARE SENT ONLY FOR RECYCLING OR REUSE)</b> |        |                                                                                      |        |
| <b>2.1 Off-site location name</b>                                                                                |        | <b>2 2 Off-site location name</b>                                                    |        |
| EPA Identification Number (RCRA ID No )                                                                          |        | EPA Identification Number (RCRA ID No )                                              |        |
| Street Address                                                                                                   |        | Street Address                                                                       |        |
| City                                                                                                             | County | City                                                                                 | County |
| State                                                                                                            | Zip    | State                                                                                | Zip    |
| Is location under control of reporting facility or parent company?<br>[ ] Yes [ ] No                             |        | Is location under control of reporting facility or parent company?<br>[ ] Yes [ ] No |        |

|                                                                                      |        |                                                                                      |        |
|--------------------------------------------------------------------------------------|--------|--------------------------------------------------------------------------------------|--------|
| <b>2 3 Off-site location name</b>                                                    |        | <b>2 4 Off-site location name</b>                                                    |        |
| EPA Identification Number (RCRA ID No )                                              |        | EPA Identification Number (RCRA ID No )                                              |        |
| Street Address                                                                       |        | Street Address                                                                       |        |
| City                                                                                 | County | City                                                                                 | County |
| State                                                                                | Zip    | State                                                                                | Zip    |
| Is location under control of reporting facility or parent company?<br>[ ] Yes [ ] No |        | Is location under control of reporting facility or parent company?<br>[ ] Yes [ ] No |        |

|                                                                                      |        |                                                                                      |        |
|--------------------------------------------------------------------------------------|--------|--------------------------------------------------------------------------------------|--------|
| <b>2 5 Off-site location name</b>                                                    |        | <b>2 6 Off-site location name</b>                                                    |        |
| EPA Identification Number (RCRA ID No )                                              |        | EPA Identification Number (RCRA ID No )                                              |        |
| Street Address                                                                       |        | Street Address                                                                       |        |
| City                                                                                 | County | City                                                                                 | County |
| State                                                                                | Zip    | State                                                                                | Zip    |
| Is location under control of reporting facility or parent company?<br>[ ] Yes [ ] No |        | Is location under control of reporting facility or parent company?<br>[ ] Yes [ ] No |        |

|                                                                        |  |
|------------------------------------------------------------------------|--|
| [ ] Check if additional pages of Part II are attached. How many? _____ |  |
|------------------------------------------------------------------------|--|

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|                                                                                                                                                                                                                                                                                                                                                                             |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p><b>EPA FORM R</b><br/><b>PART III. CHEMICAL-SPECIFIC INFORMATION</b><br/>(continued)</p> </div> <div style="border: 1px solid black; padding: 5px; font-size: small;">                 (This space for your optional use )             </div> </div> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

| 6 TRANSFERS OF THE CHEMICAL IN WASTE TO OFF-SITE LOCATIONS                                                    |                            |                                                   |                    |                                     |                                                            |
|---------------------------------------------------------------------------------------------------------------|----------------------------|---------------------------------------------------|--------------------|-------------------------------------|------------------------------------------------------------|
| You may report transfers of less than 1 000 pounds by checking ranges under A 1 (Do not use both A 1 and A 2) |                            | A Total Transfers (pounds/yr)                     |                    | B Basis of Estimate<br>(enter code) | C Type of Treatment/ Disposal<br>(enter code)              |
|                                                                                                               |                            | A 1 Reporting Ranges<br>1-10    11-499    500-999 | A 2 Enter Estimate |                                     |                                                            |
| 6 1 1 Discharge to POTW (enter location number from Part II Section 1)                                        | 1 <input type="checkbox"/> | [ ] [ ] [ ]                                       |                    | 6 1 1b <input type="checkbox"/>     |                                                            |
| 6 2 1 Other off-site location (enter location number from Part II Section 2)                                  | 2 <input type="checkbox"/> | [ ] [ ] [ ]                                       |                    | 6 2 1b <input type="checkbox"/>     | 6 2 1c <input type="checkbox"/> M <input type="checkbox"/> |
| 6 2 2 Other off-site location (enter location number from Part II Section 2)                                  | 2 <input type="checkbox"/> | [ ] [ ] [ ]                                       |                    | 6 2 2b <input type="checkbox"/>     | 6 2 2c <input type="checkbox"/> M <input type="checkbox"/> |
| 6 2 3 Other off-site location (enter location number from Part II Section 2)                                  | 2 <input type="checkbox"/> | [ ] [ ] [ ]                                       |                    | 6 2 3b <input type="checkbox"/>     | 6 2 3c <input type="checkbox"/> M <input type="checkbox"/> |
| [ ] (Check if additional information is provided on Part IV-Supplemental Information )                        |                            |                                                   |                    |                                     |                                                            |

| 7 WASTE TREATMENT METHODS AND EFFICIENCY                                                                                                                 |                                    |                                                   |                                                  |                                 |                                      |     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|---------------------------------------------------|--------------------------------------------------|---------------------------------|--------------------------------------|-----|
| <input type="checkbox"/> Not Applicable (NA) - Check if no on-site treatment is applied to any waste stream containing the chemical or chemical category |                                    |                                                   |                                                  |                                 |                                      |     |
| A General Wastestream<br>(enter code)                                                                                                                    | B Treatment Method<br>(enter code) | C Range of Influent Concentration<br>(enter code) | D Sequential Treatment?<br>(check if applicable) | E Treatment Efficiency Estimate | F Based on Operating Data?<br>Yes No |     |
| 7 1a <input type="checkbox"/>                                                                                                                            | 7 1b <input type="checkbox"/>      | 7 1c <input type="checkbox"/>                     | 7 1d [ ]                                         | 7 1e %                          | 7 1f [ ]                             | [ ] |
| 7 2a <input type="checkbox"/>                                                                                                                            | 7 2b <input type="checkbox"/>      | 7 2c <input type="checkbox"/>                     | 7 2d [ ]                                         | 7 2e %                          | 7 2f [ ]                             | [ ] |
| 7 3a <input type="checkbox"/>                                                                                                                            | 7 3b <input type="checkbox"/>      | 7 3c <input type="checkbox"/>                     | 7 3d [ ]                                         | 7 3e %                          | 7 3f [ ]                             | [ ] |
| 7 4a <input type="checkbox"/>                                                                                                                            | 7 4b <input type="checkbox"/>      | 7 4c <input type="checkbox"/>                     | 7 4d [ ]                                         | 7 4e %                          | 7 4f [ ]                             | [ ] |
| 7 5a <input type="checkbox"/>                                                                                                                            | 7 5b <input type="checkbox"/>      | 7 5c <input type="checkbox"/>                     | 7 5d [ ]                                         | 7 5e %                          | 7 5f [ ]                             | [ ] |
| 7 6a <input type="checkbox"/>                                                                                                                            | 7 6b <input type="checkbox"/>      | 7 6c <input type="checkbox"/>                     | 7 6d [ ]                                         | 7 6e %                          | 7 6f [ ]                             | [ ] |
| 7 7a <input type="checkbox"/>                                                                                                                            | 7 7b <input type="checkbox"/>      | 7 7c <input type="checkbox"/>                     | 7 7d [ ]                                         | 7 7e %                          | 7 7f [ ]                             | [ ] |
| 7 8a <input type="checkbox"/>                                                                                                                            | 7 8b <input type="checkbox"/>      | 7 8c <input type="checkbox"/>                     | 7 8d [ ]                                         | 7 8e %                          | 7 8f [ ]                             | [ ] |
| 7 9a <input type="checkbox"/>                                                                                                                            | 7 9b <input type="checkbox"/>      | 7 9c <input type="checkbox"/>                     | 7 9d [ ]                                         | 7 9e %                          | 7 9f [ ]                             | [ ] |
| 7 10a <input type="checkbox"/>                                                                                                                           | 7 10b <input type="checkbox"/>     | 7 10c <input type="checkbox"/>                    | 7 10d [ ]                                        | 7 10e %                         | 7 10f [ ]                            | [ ] |
| [ ] (Check if additional information is provided on Part IV-Supplemental Information )                                                                   |                                    |                                                   |                                                  |                                 |                                      |     |

| 8 POLLUTION PREVENTION OPTIONAL INFORMATION ON WASTE MINIMIZATION                                                                                                                      |                                                                     |                                                   |                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|---------------------------------------------------|-----------------------------------------------------------------|
| (Indicate actions taken to reduce the amount of the chemical being released from the facility See the instructions for coded items and an explanation of what information to include ) |                                                                     |                                                   |                                                                 |
| A Type of Modification<br>(enter code)                                                                                                                                                 | B Quantity of the Chemical in Wastes Prior to Treatment or Disposal |                                                   | C Index                                                         |
| <input type="checkbox"/> M <input type="checkbox"/>                                                                                                                                    | Current reporting year (pounds/year) <input type="checkbox"/>       | Prior year (pounds/year) <input type="checkbox"/> | Or percent change (Check (+) or (-)) <input type="checkbox"/> % |
|                                                                                                                                                                                        |                                                                     |                                                   | <input type="checkbox"/> R <input type="checkbox"/>             |

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|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <div style="display: flex; align-items: center; justify-content: space-between;"> <div style="text-align: center;"> <p><b>EPA FORM R</b></p> <p><b>PART IV. SUPPLEMENTAL INFORMATION</b></p> <p>Use this section if you need additional space for answers to questions in Part III.<br/>Number the lines used sequentially from lines in prior sections (e.g. 5 3 4 6 1 2, 7 11)</p> </div> <div style="border: 1px solid black; padding: 5px; width: 35%;"> <p>(This space for your optional use )</p> </div> </div> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

| <b>ADDITIONAL INFORMATION ON RELEASES OF THE CHEMICAL TO THE ENVIRONMENT ON-SITE</b><br>(Part III, Section 5 3) |                                                                                                                    |                                                     |                                                            |                            |  |
|-----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|------------------------------------------------------------|----------------------------|--|
| You may report releases of less than 1 000 pounds by checking ranges under A 1<br>(Do not use both A 1 and A 2) | <b>A Total Release</b><br>(pounds/yr)                                                                              |                                                     | <b>B Basis of Estimate</b><br>(enter code in box provided) | <b>C % From Stormwater</b> |  |
|                                                                                                                 | <b>A 1 Reporting Ranges</b><br>1-10 11-499 500-999                                                                 | <b>A 2 Enter Estimate</b>                           |                                                            |                            |  |
| <b>5 3 Discharges to receiving streams or water bodies</b>                                                      | 5 3 <input type="checkbox"/> a <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | 5 3 <input type="checkbox"/> b <input type="text"/> | 5 3 <input type="checkbox"/> c <input type="text"/> %      |                            |  |
| (Enter letter code from Part I Section 3 10 for stream(s) in the box provided )                                 | 5 3 <input type="checkbox"/> a <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | 5 3 <input type="checkbox"/> b <input type="text"/> | 5 3 <input type="checkbox"/> c <input type="text"/> %      |                            |  |
| 5 3 <input type="checkbox"/>                                                                                    | 5 3 <input type="checkbox"/> a <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | 5 3 <input type="checkbox"/> b <input type="text"/> | 5 3 <input type="checkbox"/> c <input type="text"/> %      |                            |  |

| <b>ADDITIONAL INFORMATION ON TRANSFERS OF THE CHEMICAL IN WASTE TO OFF-SITE LOCATIONS</b><br>(Part III Section 6) |                                                                                                                    |                                                     |                                                            |                                                                      |
|-------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|------------------------------------------------------------|----------------------------------------------------------------------|
| You may report transfers of less than 1 000 pounds by checking ranges under A 1 (Do not use both A 1 and A 2)     | <b>A Total Transfers</b><br>(pounds/yr)                                                                            |                                                     | <b>B Basis of Estimate</b><br>(enter code in box provided) | <b>C Type of Treatment/ Disposal</b><br>(enter code in box provided) |
|                                                                                                                   | <b>A 1 Reporting Ranges</b><br>1-10 11-499 500-999                                                                 | <b>A 2 Enter Estimate</b>                           |                                                            |                                                                      |
| <b>6 1 Discharge to POTW</b><br>(enter location number from Part II Section 1 )                                   | 6 1 <input type="checkbox"/> a <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | 6 1 <input type="checkbox"/> b <input type="text"/> | 6 1 <input type="checkbox"/> c <input type="text"/>        | 6 1 <input type="checkbox"/> d <input type="text"/>                  |
| <b>6 2 Other off-site location</b><br>(enter location number from Part II Section 2 )                             | 6 2 <input type="checkbox"/> a <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | 6 2 <input type="checkbox"/> b <input type="text"/> | 6 2 <input type="checkbox"/> c <input type="text"/>        | 6 2 <input type="checkbox"/> d <input type="text"/>                  |
| <b>6 2 Other off-site location</b><br>(enter location number from Part II Section 2 )                             | 6 2 <input type="checkbox"/> a <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | 6 2 <input type="checkbox"/> b <input type="text"/> | 6 2 <input type="checkbox"/> c <input type="text"/>        | 6 2 <input type="checkbox"/> d <input type="text"/>                  |
| <b>6 2 Other off-site location</b><br>(enter location number from Part II Section 2 )                             | 6 2 <input type="checkbox"/> a <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | 6 2 <input type="checkbox"/> b <input type="text"/> | 6 2 <input type="checkbox"/> c <input type="text"/>        | 6 2 <input type="checkbox"/> d <input type="text"/>                  |

| <b>ADDITIONAL INFORMATION ON WASTE TREATMENT METHODS AND EFFICIENCY (Part III, Section 7)</b> |                                                           |                                                          |                                                         |                                                       |                                                       |
|-----------------------------------------------------------------------------------------------|-----------------------------------------------------------|----------------------------------------------------------|---------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------|
| <b>A General Wastestream</b><br>(enter code in box provided)                                  | <b>B Treatment Method</b><br>(enter code in box provided) | <b>C Range of Influent Concentration</b><br>(enter code) | <b>D Sequential Treatment?</b><br>(check if applicable) | <b>E Treatment Efficiency Estimate</b>                | <b>F Based on Operating Data?</b><br>Yes No           |
| 7 <input type="checkbox"/> a <input type="checkbox"/>                                         | 7 <input type="checkbox"/> b <input type="checkbox"/>     | 7 <input type="checkbox"/> c <input type="checkbox"/>    | 7 <input type="checkbox"/> d <input type="checkbox"/>   | 7 <input type="checkbox"/> e <input type="checkbox"/> | 7 <input type="checkbox"/> f <input type="checkbox"/> |
| 7 <input type="checkbox"/> a <input type="checkbox"/>                                         | 7 <input type="checkbox"/> b <input type="checkbox"/>     | 7 <input type="checkbox"/> c <input type="checkbox"/>    | 7 <input type="checkbox"/> d <input type="checkbox"/>   | 7 <input type="checkbox"/> e <input type="checkbox"/> | 7 <input type="checkbox"/> f <input type="checkbox"/> |
| 7 <input type="checkbox"/> a <input type="checkbox"/>                                         | 7 <input type="checkbox"/> b <input type="checkbox"/>     | 7 <input type="checkbox"/> c <input type="checkbox"/>    | 7 <input type="checkbox"/> d <input type="checkbox"/>   | 7 <input type="checkbox"/> e <input type="checkbox"/> | 7 <input type="checkbox"/> f <input type="checkbox"/> |
| 7 <input type="checkbox"/> a <input type="checkbox"/>                                         | 7 <input type="checkbox"/> b <input type="checkbox"/>     | 7 <input type="checkbox"/> c <input type="checkbox"/>    | 7 <input type="checkbox"/> d <input type="checkbox"/>   | 7 <input type="checkbox"/> e <input type="checkbox"/> | 7 <input type="checkbox"/> f <input type="checkbox"/> |
| 7 <input type="checkbox"/> a <input type="checkbox"/>                                         | 7 <input type="checkbox"/> b <input type="checkbox"/>     | 7 <input type="checkbox"/> c <input type="checkbox"/>    | 7 <input type="checkbox"/> d <input type="checkbox"/>   | 7 <input type="checkbox"/> e <input type="checkbox"/> | 7 <input type="checkbox"/> f <input type="checkbox"/> |
| 7 <input type="checkbox"/> a <input type="checkbox"/>                                         | 7 <input type="checkbox"/> b <input type="checkbox"/>     | 7 <input type="checkbox"/> c <input type="checkbox"/>    | 7 <input type="checkbox"/> d <input type="checkbox"/>   | 7 <input type="checkbox"/> e <input type="checkbox"/> | 7 <input type="checkbox"/> f <input type="checkbox"/> |
| 7 <input type="checkbox"/> a <input type="checkbox"/>                                         | 7 <input type="checkbox"/> b <input type="checkbox"/>     | 7 <input type="checkbox"/> c <input type="checkbox"/>    | 7 <input type="checkbox"/> d <input type="checkbox"/>   | 7 <input type="checkbox"/> e <input type="checkbox"/> | 7 <input type="checkbox"/> f <input type="checkbox"/> |
| 7 <input type="checkbox"/> a <input type="checkbox"/>                                         | 7 <input type="checkbox"/> b <input type="checkbox"/>     | 7 <input type="checkbox"/> c <input type="checkbox"/>    | 7 <input type="checkbox"/> d <input type="checkbox"/>   | 7 <input type="checkbox"/> e <input type="checkbox"/> | 7 <input type="checkbox"/> f <input type="checkbox"/> |

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## **APPENDIX E**

### **MICRO-TO-MAINFRAME LINK**



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# **MICRO-TO-MAINFRAME LINK**

**FEBRUARY 1990**

**Prepared by:**

**US Environmental Protection Agency  
National Data Processing Division  
National Computer Center  
Research Triangle Park  
North Carolina**

### **Preface**

**Micro-to-Mainframe Link** provides essential information for users of the National Computer Center who transfer files between the mainframe and a Personal Computer. Each type of file transfer is discussed including asynchronous, coax, LAN SNA gateway, and Arbiter

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## INTRODUCTION

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Although there are many data file transfer needs within the Environmental Protection Agency, this portion of the **Guide to NCC Services** is limited to transfers of text or binary data from MS DOS, IBM-compatible microcomputers to any of the NCC-IBM mainframe computers. It is assumed that you have acquired a User-ID and account on at least one of the NCC-IBM mainframes and are able to log on to TSO.



For more information on registration procedures and for detailed logon instructions, refer to the section of this guide entitled **Getting Started**.

File transfers can occur across any micro-to-mainframe connection **except** the NCC's System Network Architecture (SNA) protocol converter, also referred to as the Terminal/Controller Processor (TCP). The NCC supports transfer accesses in the following categories:

- Asynchronous: dialup, multiplexers, and DEC terminal servers
- Coaxial: IRMA, CXI, and FORTE
- Local Area Network (LAN) SNA gateway connections

Asynchronous connections are established through modems such as HAYES 1200 or 2400 baud modems or through direct wired connections. These direct connections include multiplexer devices, often referred to as muxes, and DEC terminal servers.

## ASYNCHRONOUS FILE TRANSFERS

---

### KERMIT PROTOCOL

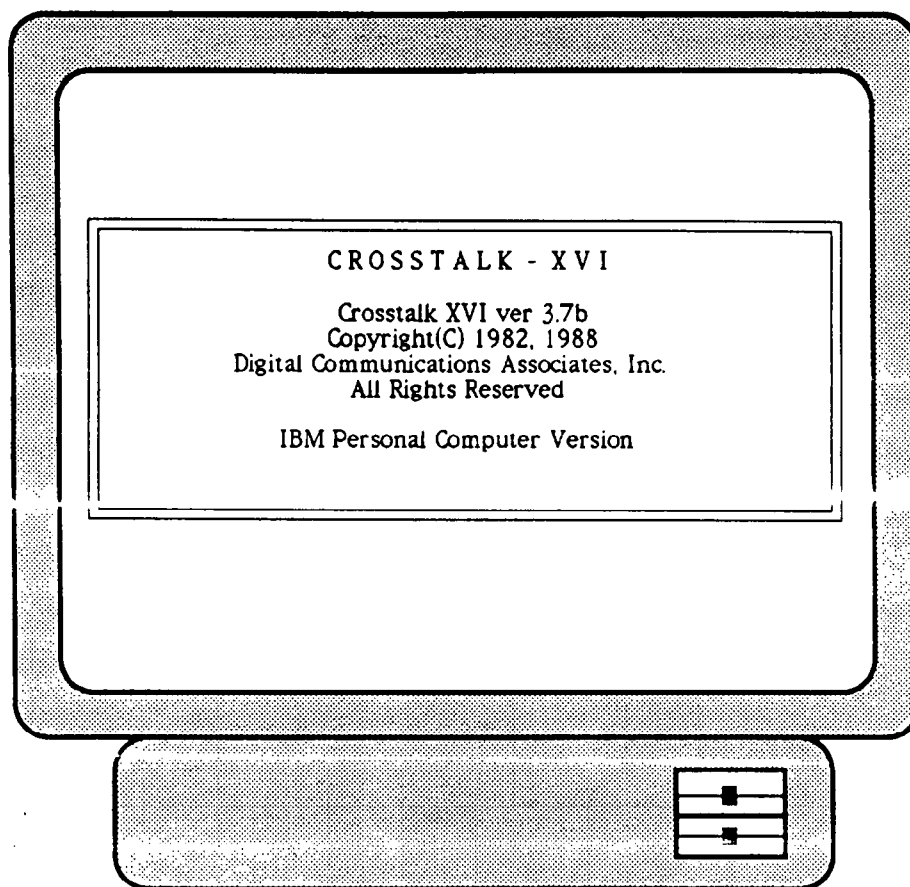
Kermit is a file transfer protocol which will ensure error free data transfer between two computers across asynchronous communications connections. A Kermit file transfer requires that both computers involved have Kermit software available. The Kermit file transfer protocol was developed several years ago by Columbia University for transferring data to and from mainframes. Columbia placed Kermit in the public domain, and it has been developed for many different computer systems including IBM-compatible PC's and IBM mainframes. The version on the NCC-IBM mainframe is called TSO-Kermit; the version for the IBM PC is called MS-Kermit.

Both Crosstalk and MS-Kermit may be used on the PC to accomplish Kermit text file transfers with other computers across asynchronous connections.



Crosstalk and MS-Kermit both accomplish file transfers, but each has its own set of display menus and screens. Their similarities lie in the fact that both use the Kermit file transfer protocol.

While all versions of MS-Kermit will perform Kermit file transfer, Crosstalk must be version 3.6 or later to perform Kermit file transfers. The opening banner of Crosstalk will display the version as you start the program as shown below:



This screen will disappear after a few seconds, or you can just press ENTER and the following screen will appear:



CROSSTALK - XVI Status Screen
Off line

Name    Crosstalk default settings  
NUmber 0700

Loaded  
CApture    STD  
            Off

Communications parameters

Filter settings

|       |      |        |      |         |        |          |     |          |     |
|-------|------|--------|------|---------|--------|----------|-----|----------|-----|
| SPeed | 2400 | PARity | Even | DUplex  | Full   | DEbug    | Off | LFauto   | Off |
| DAta  | 7    | STOp   | 1    | EMulate | VT-100 | TAber    | Off | BLanker  | Off |
| POrt  | 1    |        |      | MOde    | Call   | INfilter | On  | OUfilter | On  |

Key settings


SEnd control settings

|        |        |         |         |       |      |
|--------|--------|---------|---------|-------|------|
| ATten  | GS ( ) | COmmand | ETX (C) | CWait | None |
| SWitch | Home   | BReark  | End     | LWait | None |

Available command files

1) EMAIL
2) NEWUSER
3) SETUP
4) STD
5) TSO

Enter number for file to use ( 1 - 12 ) :



Command files allow you to automatically access the hardware by storing the phone numbers and other parameters in a macro-like file. For example, this screen has been set up to allow access to TSO on the mainframe simply by entering the number 5.

For more information on setting up your own command files, see the Crosstalk documentation or call User Support.



Note that if you add or delete a command file, numbering will change because Crosstalk arranges the files alphabetically.

#### MS-KERMIT

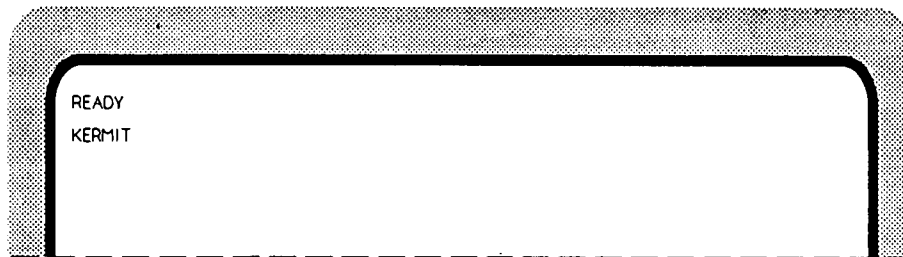
For convenience, the MS-Kermit version includes the Kermit transfer protocol along with a terminal emulation program to allow you to log on to the mainframe and transfer data in the same program.



Every mainframe/PC transfer (either direction) must begin with the mainframe because you are using the PC as a way to enter commands.

#### MAINFRAME TO PC

Transferring data from a mainframe to a PC is commonly referred to as downloading. To begin a Kermit file transfer from the mainframe to your PC, log on to the IBM and get to the TSO READY prompt. Refer to the section of this guide entitled **Getting Started** for logon details. Then enter the following at the TSO READY prompt:



The following prompt will then appear:

Kermit-TSO>

Then type SEND followed by the TSO data set name you wish to transfer to your PC. A message should appear instructing you to begin receiving data on your PC. An example follows:

```
Kermit-TSO>>SEND data-set-name

Delay in seconds before sending is 20.
Escape to your local KERMIT and enter the RECEIVE command
```

At this point procedures differ depending on whether you are using Crosstalk (version 3.6 or later) or MS-Kermit (currently version 2.30).

#### MS-KERMIT DOWNLOAD PROCEDURES

If you are using MS-Kermit, press CTRL-] followed by C to escape to the command mode on the PC. In newer versions of MS-Kermit, Alt-X will function the same way.

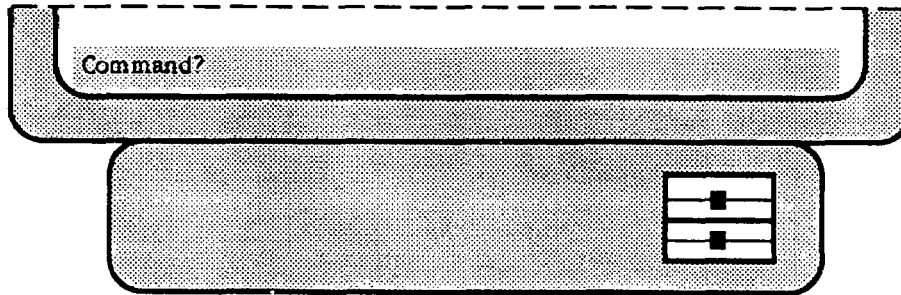
The Kermit-MS> prompt appears on the screen. Enter RECEIVE in response to the prompt as shown below:

```
Kermit-MS>RECEIVE
Kermit-MS: V2.30 8 Jan 1988
 File name: DATA.SET.NAME
KBytes transferred: 12345
 Receiving: In progress
Number of packets: 0
 Packet length:
Number of retries: 1
 Last error: None
 Last warning: None
```

The transfer begins and Kermit continues to display the status of the transfer until it completes.

**CROSSTALK  
DOWNLOAD  
PROCEDURES**

If you are using Crosstalk, press your Attn (attention) key, which is usually defined as ESC, to go to the PC. You will see a Command? prompt on the bottom of your screen as shown below:



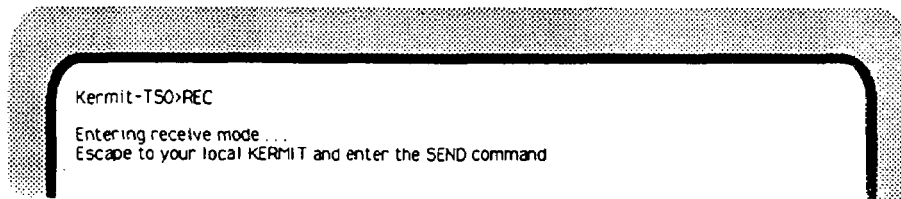
Enter **KERMIT RECEIVE** in response to the prompt. The file transfer begins and continues to display the status of the transfer until it is complete.



Commands can be abbreviated to their shortest unique length. For example, **RECEIVE** can be shortened to **REC**.

**UPLOADING  
DATA TO THE  
MAINFRAME VIA  
CROSSTALK OR  
MS-KERMIT**

Sending data from your PC to the IBM mainframe is very much like receiving data. First log on to the mainframe and get the **TSO READY** prompt. Then type **KERMIT** to get the **Kermit-TSO>** prompt. Tell the mainframe to begin receiving data by issuing a **RECEIVE** data set command at the **Kermit-TSO>** prompt as shown below:



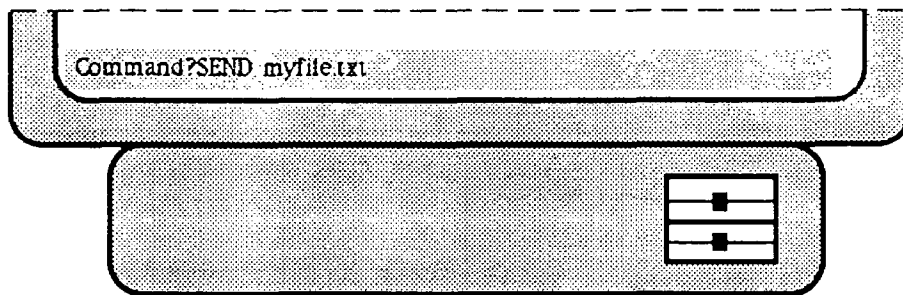
Then escape from the terminal mode of MS-Kermit or Crosstalk, (CTRL-] or Attn key as discussed before) and tell your PC to send the data you wish to transmit. Crosstalk uses the following command at the Command? prompt to send data to the TSO data set:

**KERMIT SEND filename**

The command to do the same thing in MS-Kermit is as follows:

**SEND filename**

An example follows:



#### **KERMIT BINARY FILE TRANSFER**

Kermit binary file transfers are used when the data being transferred is data that must not be changed. Since text is represented differently on mainframes, such as the NCC's IBM 3090, than on PC's, the text must be converted as the data is transmitted. Kermit translates unless you instruct it to leave the data alone. If you disable the translate feature, you will be affecting a binary file transfer.

To transfer binary data you must first tell TSO-Kermit to handle the data as binary by issuing the

following command at the Kermit-TSO> prompt prior to starting your SEND or RECEIVE of any data:

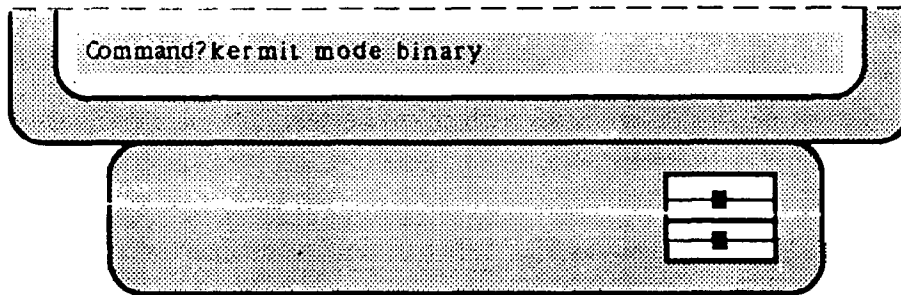
### SET FILE BINARY



To reverse this and start text file transfers the command is SET FILE TEXT.

MS-Kermit requires no special commands to switch to binary mode from text mode. It recognizes the mainframe activities as binary activities and switches accordingly.

However, Crosstalk must be told to switch to binary mode before starting to send or receive data with the following entered at the Command? prompt:



Binary file transfers must not be used when sending text data from a PC to the mainframe to be further edited or printed. The resulting data on the mainframe will be useless except by another PC which could download the data in binary mode and have a duplicate copy of what was transferred to the mainframe.

Binary data file transfers are useful for distributing data such as WordPerfect files, dBASE files, and Lotus files as well as programs for IBM-compatible PC's.

## COAX FILE TRANSFERS

---

Another method which is used within the EPA to connect IBM-compatible PCs to the various IBM mainframes uses coaxial cable (often referred to as coax). This coax is connected to the PC by use of coax adapters or interface cards installed inside the PC.

There are three major coax cards used within EPA and supported by NCC User Support:

- IRMA
- FORTE
- CXI (PCOX)

All three products can perform file transfers provided that you have the right software installed on your PC. As in any file transfer there must be software on each computer capable of communicating with the other across the communications link. The NCC supports one software package called IND\$FILE on the IBM mainframes which will communicate with any of the three interface cards mentioned.

### IRMA CARD AND FORTE CARD



The IRMA card from Digital Communications Associates (DCA) will transfer files using IND\$FILE with software on the PC called FT3270 SEND/RECEIVE.

The product called FTTSO is not supported by the NCC and should not be used.

Like the IRMA card, the FORTE card, also manufactured by DCA, uses the FT3270 SEND/RECEIVE software.

### UPLOADING USING IRMA OR FORTE

To send, or upload, a file to the IBM mainframe from your PC using the IRMA or FORTE card, the IRMA or FORTE terminal software must be loaded as

resident in the PC's memory for FT3270 to work. See the IRMA or FORTE manuals for more information on making the terminal software resident.

Access the IBM through the IRMA or FORTE connection (often just by selecting the software from the AUTOMAX menu). Then log on to TSO and get to the READY prompt. See the section of this guide called **Getting Started** for logon details. At the READY prompt, press the HOTKEY.



The HOTKEY is usually defined as pressing both shift keys simultaneously to escape to the DOS prompt. At the DOS prompt enter the following command:

```
SEND d:\path\pcfile.typ tso.dsn[(mbr)] [options]
```

Where the command elements are explained as follows:

**d:\path\** represents the DOS path to the file to be sent, such as C:\MAIN\.

**pcfile.typ** represents the DOS filename of the file to be sent to the mainframe.

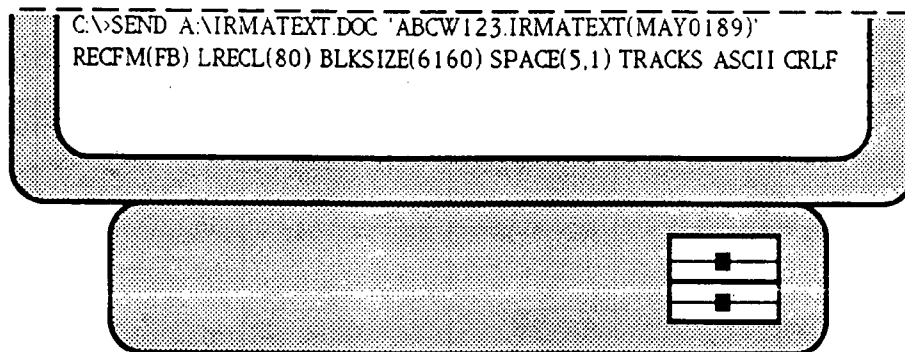
**tso.dsn** is the destination data set name in TSO followed by an optional partitioned data set member name if the target data set is a partitioned data set.

**options** at the end of the command may include any of the following:



- Data Control Block (DCB) information:  
BLKSIZE (size of logical data blocks)  
LRECL (length of logical data records)  
RECFM (record format such as fixed or variable)  
SPACE (how much space to allow for the data on the mainframe)  
TRACKS or CYLINDERS to refer to the SPACE option
- ASCII (to translate from ASCII to EBCDIC)
- CRLF (to define CRLF as end of logical records)
- APPEND (to add the new data to an existing data set on the mainframe).

For example, to send a small text file called IRMATEXT.DOC from the PC's A: disk drive to a data set in TSO called ABCW123.IRMATEXT with member MAY0189 to be printed from the IBM mainframe, the command would look like the following:



Since the DCB information is default values, the command can be shortened to the following:

SEND A:\IRMATEXT.DOC  
'ABCW123.IRMATEXT(MAY0189)' ASCII CRLF



For more information on TSO data set data control block information, refer to Section 3 of the **IBM Ready Reference** or refer to IBM documentation.

After entering the SEND command, a status line appears on the PC's screen and displays the progress of the file transfer. When it is complete, you can **HOTKEY** back to the TSO session and browse, edit, or print the newly uploaded data set.

#### CXI CARD

The CXI card from Novell (sometimes called the PCOX card) has its own SEND/RECEIVE software product. However, like FT3270 SEND/RECEIVE the CXI SEND/RECEIVE software will communicate with IND\$FILE to transfer files to and from the mainframe.

#### UPLOADING USING THE CXI CARD

The SEND command syntax for the CXI/PCOX card is the same as the IRMA and FORTE syntax unless you are using the WINDOWED version of the CXI/PCOX product. For the WINDOWED (multi-session) product, a window designator such as A: must be placed in front of the TSO data set name to direct the data to the appropriate session for transfer to a TSO data set.



For more information on WINDOWED CXI/PCOX sessions see the PCOX documentation.

#### DOWNLOADING USING COAX CARDS

The RECEIVE command is used to move data from a TSO data set to a file on your PC. The command syntax is as follows:

**RECEIVE d:\path\pcfile.typ tso dsn [(mbr)] [opt]**

Where the command elements are explained as follows:

**d:\path\** represents the DOS path to the file to be created on the PC.

**pcfile.typ** represents the DOS filename of the file to be received from the mainframe.

**tso.dsn** is the data set name in TSO from which you wish to receive the data followed by an optional partitioned data set member name if the source data set is a partitioned data set.

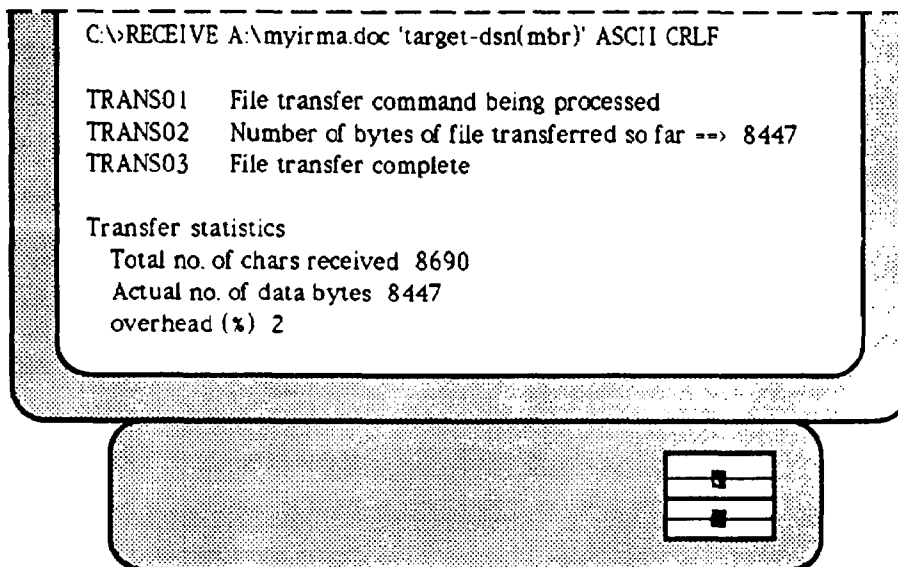
There are fewer options at the end of the RECEIVE command than in the SEND command:

- ASCII (to translate from EBCDIC to ASCII).
- CRLF (to define CRLF as end of logical records)
- APPEND (to add the new data to an existing file on the IBM PC)

For example, to receive a small text file called IRMATEXT.DOC to the A. disk drive on the PC from a data set in TSO called 'ABCW123 IRMATEXT' member MAY0189 to be merged into a WordPerfect document on the PC, the command would look like the following.

**RECEIVE A:\IRMATEXT.DOC  
'ABCW123.IRMATEXT(MAY0189)' ASCII CRLF**

After you enter the **RECEIVE** command, a status line appears on the PC's screen and displays the progress of the file transfer, as shown in the example below:



Transfer messages are different for each type of coax transfer. But each will notify you that the transfer is complete.

When your transfer from the mainframe is complete, you can edit, merge, or print the new PC file.

## LAN SNA GATEWAY FILE TRANSFERS

---

### PC TOKEN RING LAN

PC Token Ring LAN's, installed throughout the Agency, often provide an easily accessible pathway to the IBM mainframe. EPA sites with Novell SNA gateways will have the Novell Workstation software available for 3270 emulation. This software is similar to the CXI/PCOX coax software discussed previously.

Like the CXI/PCOX software, the workstation software must be loaded as resident in memory for the SEND and RECEIVE software to function in the PC. The main difference between the LAN file transfer and the coax file transfer is in the SEND command



The SEND command for the LAN conflicts with a utility which is available for LAN users to send messages to each other and is called SEND. To resolve this problem NCC has renamed the file transfer send command to the following:

#### SENDFILE

With the exception of SENDFILE, command syntaxes for sending and receiving are the same as for the CXI/PCOX access method.

The LAN SNA Gateway software from Novell in conjunction with the IBM Token Ring cards will transfer files using IND\$FILE with software on the PC called CXI PCOX SEND/RECEIVE

### UPLOADING USING THE LAN SNA GATEWAY

To send, or upload, a file to the IBM mainframe from your PC using the LAN SNA Gateway, the Gateway software must be resident on the PC's memory.



For more information on making the terminal software resident, see the CXI PCOX manual.

Access the IBM through the LAN SNA Gateway connection. Then log on to TSO and get to the READY prompt. See the section of this guide called **Getting Started** for logon details. At the READY prompt, press the HOTKEY (usually defined as Alt-PageUp) to escape to the DOS prompt. At the DOS prompt enter the following command:

```
SENDFILE d:\path\pcfile.typ w:tso.dsn[(mbr)]
[options]
```

Where the command elements are explained as follows:

**d:\path\** represents the DOS path to the file to be sent, such as C.\MAIN\.

**pcfile.typ** represents the DOS filename of the file to be sent to the mainframe.

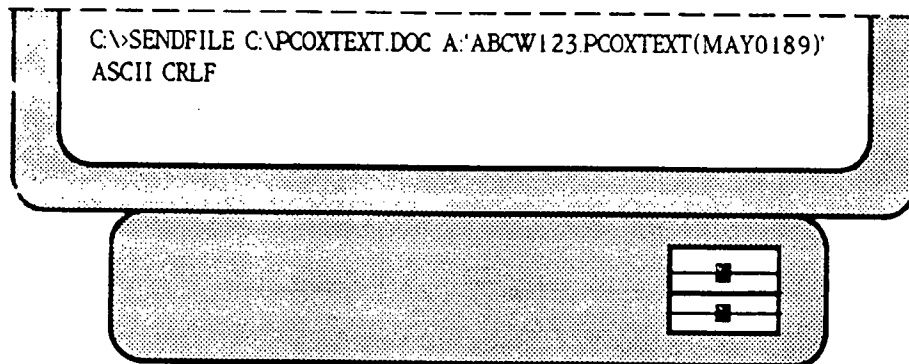
**w:** refers to the window you wish to transfer the data with, since the gateway software operates in a windowed mode.

**tso.dsn** is the destination data set name in TSO followed by an optional partitioned data set member name if the target data set is a partitioned data set.

**options** at the end of the command may include any of the following:

- Data Control Block (DCB) information:  
BLKSIZE (size of logical data blocks)  
LRECL (length of logical data records)  
RECFM (record format such as fixed or variable)  
SPACE (how much space to allow for the data on the mainframe)  
TRACKS or CYLINDERS to refer to the SPACE option
- ASCII (to translate from ASCII to EBCDIC)
- CRLF (to define CRLF as end of logical records)
- APPEND (to add the new data to an existing data set on the mainframe)

For example, to send a small text file called PCOXTTEXT.DOC from the PC's C: disk drive to a data set in TSO called 'ABCW123.PCOXTTEXT' with member MAY0189 using the A: window to be printed from the IBM mainframe, the command would look like the following:





For more information on TSO data set data control block information, see Section 3 of **IBM Ready Reference** and IBM documentation.

After entering the **SENDFILE** command, a status line appears on the PC's screen and displays the progress of the file transfer. When it is complete, you can **HOTKEY** back to the TSO session and browse, edit, or print the newly uploaded data set.

#### DOWNLOADING USING THE LAN SNA GATEWAY



The **SEND** and **RECEIVE** command syntax for the **CXI/PCOX LAN SNA Gateway** product is the same as the **CXI/PCOX** coax card syntax

For more information on **WINDOWED CXI/PCOX** sessions see the **PCOX** documentation

The **RECEIVE** command is used to move data from a TSO data set to a file on your PC. The command syntax is as follows:

```
RECEIVE d:\path\pcfile typ w tso dsn[(mbr)]
[options]
```

Where the command elements are explained as follows.

**d:\path\** represents the DOS path to the file to be created on the PC

**w:** refers to the window you wish to transfer the data with, since the gateway software operates in a windowed mode

**pcfile.typ** represents the DOS filename of the file to be received from the mainframe.

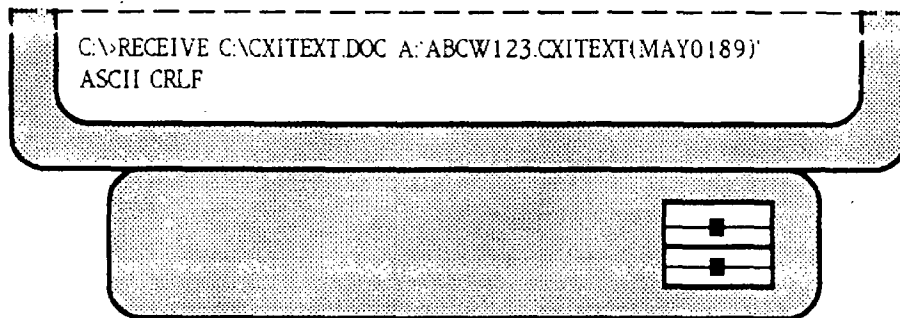


**tso.dsn** is the data set name in TSO from which you wish to receive the data from followed by an optional partitioned data set member name if the source data set is a partitioned data set.

**options** include the following:

- ASCII (to translate from EBCDIC to ASCII)
- CRLF (to define CRLF as end of logical records)
- APPEND (to add the new data to an existing file on the IBMPC)

For example, to receive a small text file called CXITEXT.DOC to the C: disk drive on the PC from a data set in TSO called 'ABCW123.CXITEXT' member MAY0189 through PCOX window A: to be merged into a WordPerfect document on the PC, the command would look like the following:



After entering the RECEIVE command a status line appears on the PC's screen and displays the progress of the file transfer. When it is complete you can edit, merge, or print the new PC file.

## ARBITER FILE TRANSFERS

---

### ARBITER FILE TRANSFERS

Arbiter has many features including using the mainframe as disk drive server, 3270 full-screen terminal emulation, data translation, and file transfers. This section will cover the file transfer features of Arbiter.

Like MS-Kermit, Crosstalk, and IRMA, Arbiter can transfer data between your PC and the NCC-IBM mainframe. However, unlike all of the other methods available at the NCC, Arbiter is not specific to any one connection type. It can attach IBM-compatible PC's to the IBM mainframe using a variety of connection methods. Arbiter supports almost all of the NCC communications access methods. In addition, all features of Arbiter are available to you regardless of the access method you choose to use.

The NCC purchases, installs, and maintains the Arbiter mainframe products. The PC software components and documentation are available at no charge through PC Site Coordinators and Information Centers at Washington and RTP. Or Arbiter software and documentation kits can be obtained from NCC Production Control for a copy fee of \$25.00 per kit. Contact Production Control at one of the telephone numbers listed below and be sure to have a valid IBM timeshare account number available for billing purposes.



### TWO METHODS TO USE WITH ARBITER

(FTS) 629-3609  
(919) 541-3609

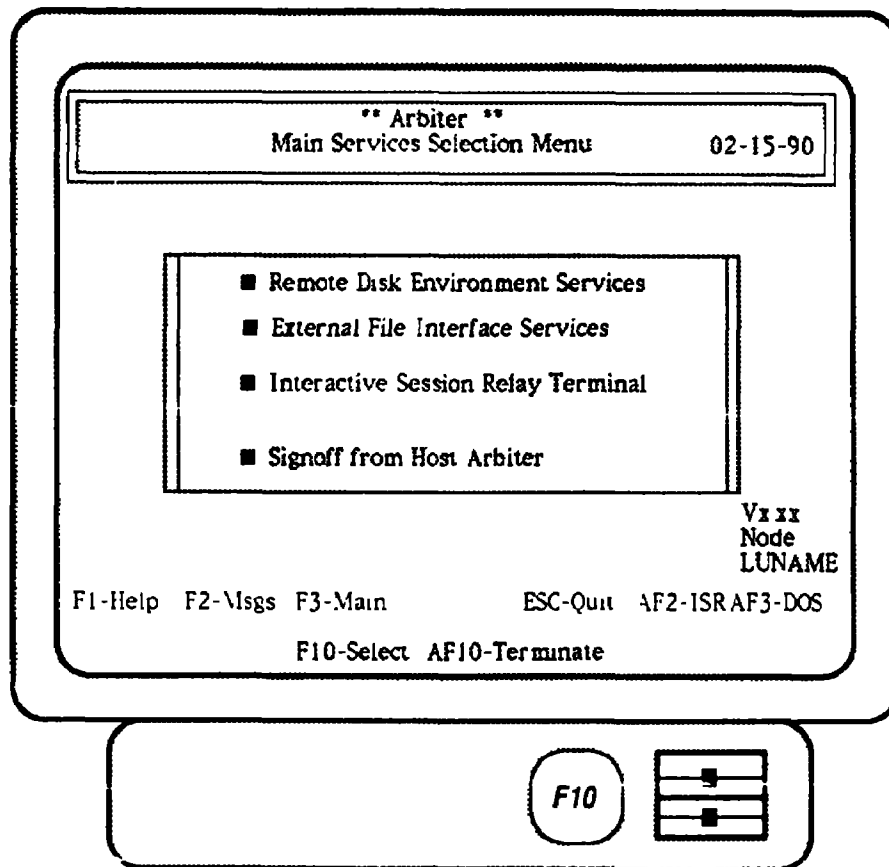
After logging onto Arbiter, there are two ways to transfer a file:

**Full-Screen Panels.** Full screen panels prompt you through the process. All field data is retained from one transfer session to the next to allow for easy editing of repeated transfers.

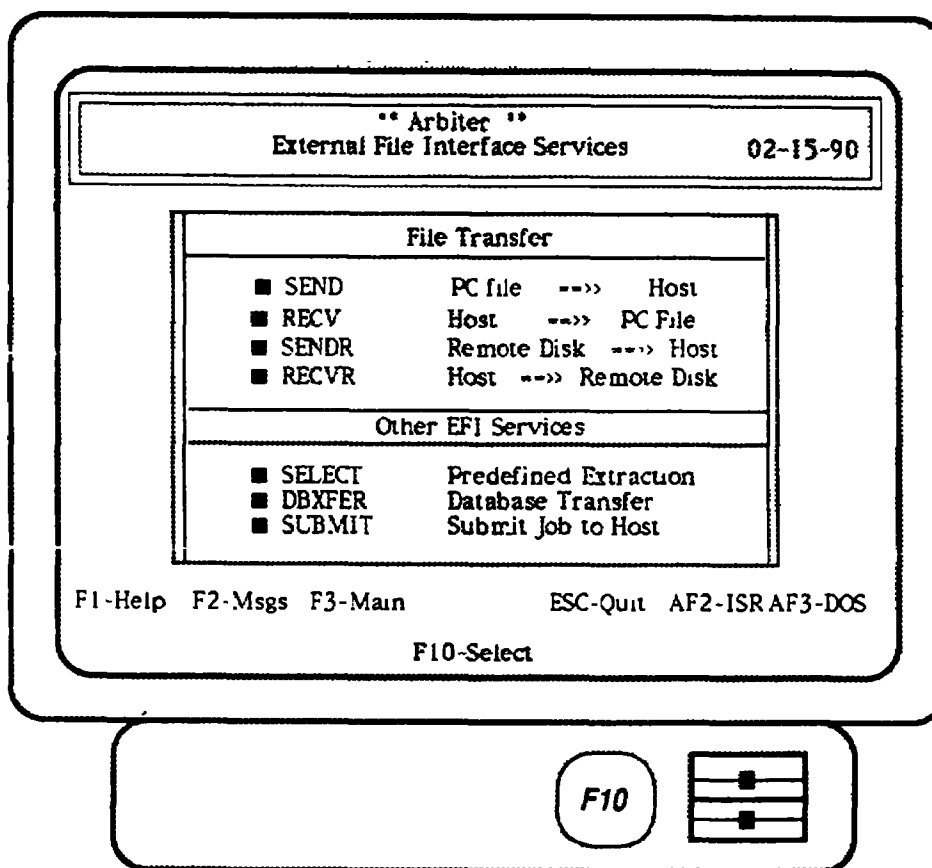
**Extended commands.** You can issue extended commands on the DOS command line. This is useful when automating file transfers using the DOS batch functions.

**UPLOADING  
USING ARBITER**

To start a transfer of data from the PC to the main-frame using full-screen prompting, issue the command \$ at the DOS prompt. The following screen appears:



Select the **EXTERNAL FILE INTERFACE (EFI)** option by moving the highlighted bar with your arrow keys and pressing F10. The next screen then appears:



Next, highlight the **SEND** command and press F10. The following screen appears:

PC --> Host
**\*\* Arbiter \*\***
02-15-90

**File Transfer**

|               |                          |
|---------------|--------------------------|
| TEXT          | TEXT<br>FIXREC<br>BINARY |
| Transfer Type |                          |

**From:**  

FilePath

C:

**To:**  

|          |  |        |        |
|----------|--|--------|--------|
| Host DSN |  | Member | (    ) |
|----------|--|--------|--------|

|        |    |
|--------|----|
| Append | No |
|--------|----|

F1-Help F2-Msgs F3-Main F4-EFI F10-Exec ESC-Quit AF2-ISR AF3-DOS  
 F5-↑ F6-↓ F9-View

F10

|  |
|--|
|  |
|  |
|  |
|  |

Specify the PC path and file name of the PC file you wish to send, the TSO data set name which will receive the data (including a member name if needed for a partitioned data set), and the file transfer type (TEXT or BINARY).



More information on the file transfer type may be found in the Arbiter Users Guide in Chapter 21

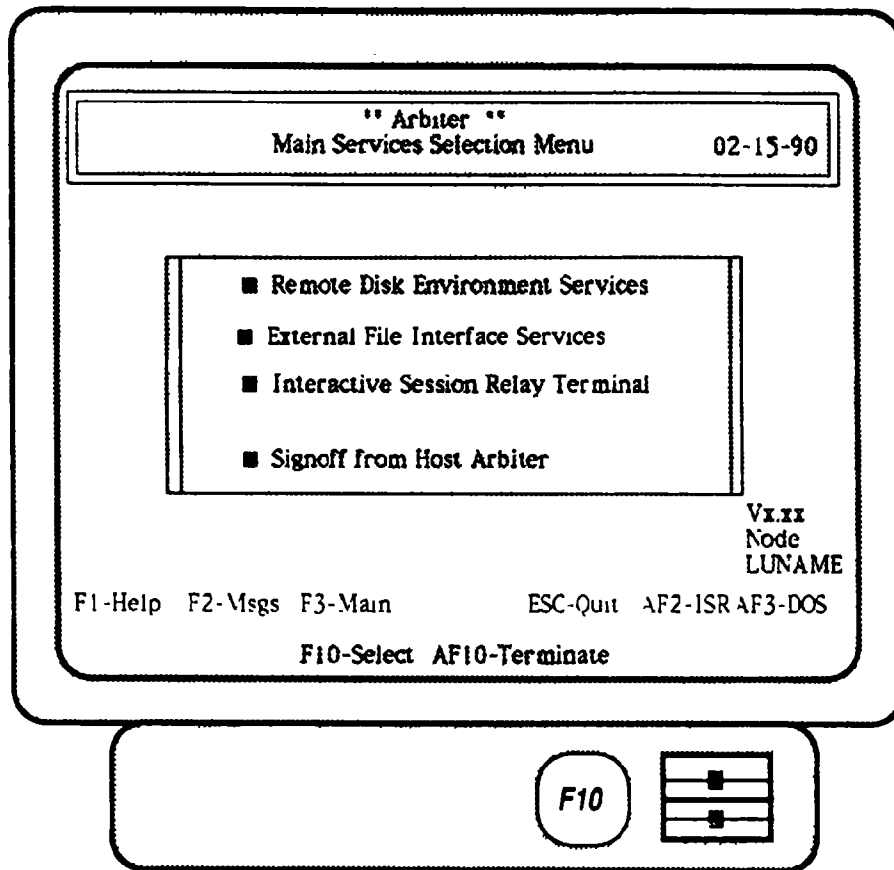
The filepath field requires a valid PC file name and optional path that references an existing PC file.



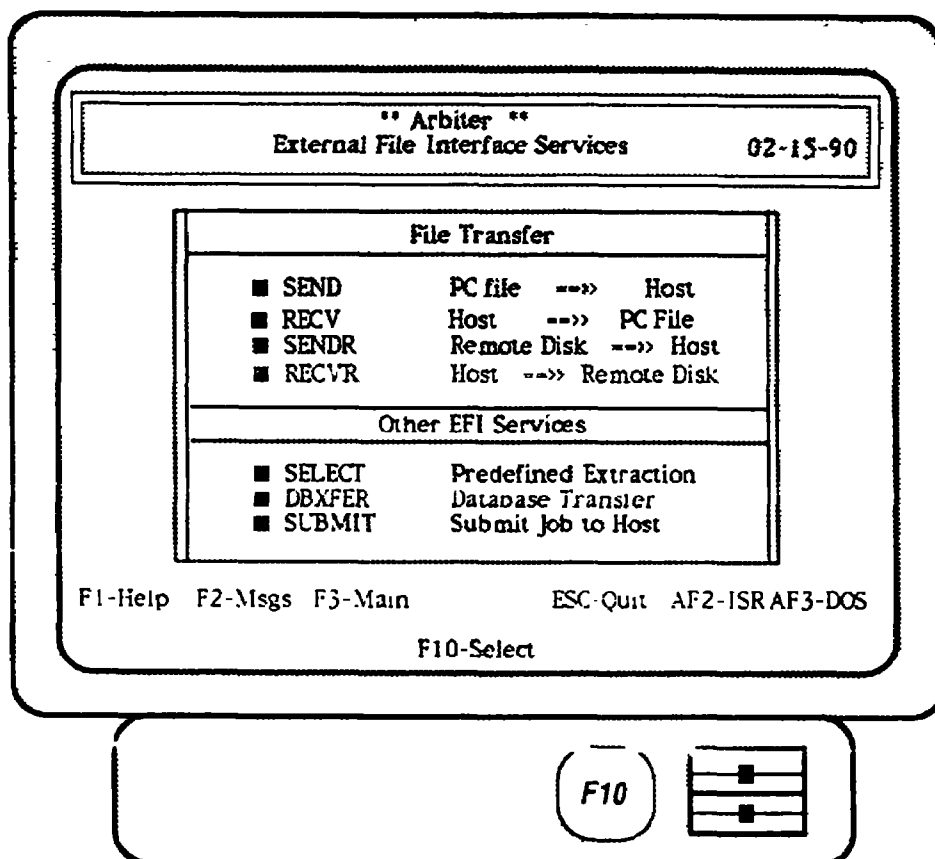
The TSO data set field requires the name of a PRE-ALLOCATED data set on the mainframe because Arbiter is not capable of dynamic allocation of TSO data sets. However, members of partitioned data sets (PDSs) will be dynamically created once the PDS is allocated.

#### DOWNLOADING USING ARBITER

Downloading data is easier than uploading because you need not allocate PC files. The receive process is started like the send process by issuing the \$ command at the DOS prompt. You will again see the following screen:



Select the EFI option with the highlighted bar, being sure to press **F10** to select the option. The following screen appears:



Next, select RECV using the highlighted bar and F10. The following screen appears:



Host ==>> PC
**\*\* Arbiter \*\***
02-15-90

**File Transfer**

The Host Data Set Name must be filled in

|               |                  |
|---------------|------------------|
| TEXT          | TEXT             |
| Transfer Type | FIXREC<br>BINARY |

From:

|          |  |        |          |
|----------|--|--------|----------|
| Host DSN |  | Member | (      ) |
|----------|--|--------|----------|

To:

|          |    |
|----------|----|
| FilePath | C. |
|----------|----|

|         |    |
|---------|----|
| Replace | No |
|---------|----|

F1-Help F2-Msgs F3-Main F4-EFI F10-Exec ESC-Quit AF2-ISR AF3-DOS

F10

|  |
|--|
|  |
|  |
|  |

On the Host ==>> PC panel, specify the host data set name and a member name if the data set is a partitioned data set, a PC file name to receive the host data, and the type of data transfer (TEXT or BINARY)

The type of file transfer may be one of the selections you see by pressing the F5 and F6 keys on your keyboard with the cursor placed in the box labeled

'Transfer Type', or you may create a transfer type of your own by pressing the F9 key.



For more information on modifying transfer characteristics, see the Arbiter Users Guide, Chapter 21.

The last field on the the Host ==>> PC screen is the Replace field. The default is NO. If you place YES in this box, you will overwrite the data in the PC file if the PC file already exists; otherwise, the file transfer will abort and tell you that the PC file cannot be overwritten.

When all fields are complete, press F10 to begin the file transfer. The PC will display a small window at the bottom of your screen showing the status of your file transfer. This window displays the name of the file into which data is being written, the date and time of the transfer, and the number of bytes transferred, as shown in the following example:

Replace No

Host ==>> PC File Transfer

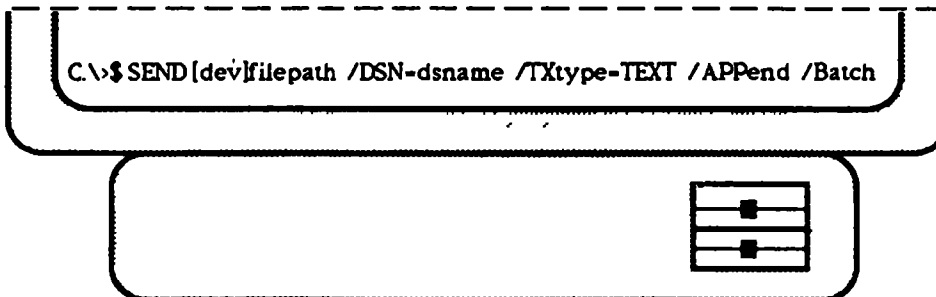
FILEEXT 8192 2-15-90 3-28p

F1-Help F2-Msgs F3-Main F4-EFI F10-Exec ESC-Quit AF2-ISR AF3-DOS

F10

## COMMAND LINE TRANSFERS

You may suppress the full-screen panels of Arbiter if you wish to use PC batch processing to transmit and receive data from the mainframe. All of the options available from the panels may be placed on the command line of the \$ command, as shown in the following example:



The \$ SEND command is used to transfer data from the PC to the mainframe. Some of the commonly used options are as follows:

|                       |                                            |
|-----------------------|--------------------------------------------|
| <b>dev</b>            | Such as C: for a hard drive.               |
| <b>filepath</b>       | Such as \DOS\ for a DOS subdirectory.      |
| <b>/DSN='dataset'</b> | Defines the TSO data set.                  |
| <b>/TXtype=TEXT</b>   | Transfer type such as TEXT or BINARY.      |
| <b>/APPend</b>        | Appends file to end of mainframe data set. |
| <b>/Batch</b>         | Suppresses the Arbiter panels.             |



More information on other transfer options may be found in the Arbiter Users Guide in Chapter 21.

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## **APPENDIX F**

### **KEYBOARD MAPPINGS**

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## **KEYBOARD REVIEW**

### **Program Function (PF) Keys**

TRIS makes extensive use of program function (PF) keys to navigate from menu to menu. Within TRIS the first three PF keys always produce the same result:

PF1 = HELP Online help

PF2 = MAIN Return to opening TRIS menu

PF3 = PREV Back up to previous menu

Unfortunately, the exact location, assignment, and number of PF keys vary greatly from keyboard to keyboard. Documentation delivered with your terminal, emulation board, or communications software will detail precisely how PF and other keys are mapped and sent to the mainframe. Some common translations for the PF1 key are shown below:

#### Vendor PF Key Sequence

Memorex 2078 Model 82<ALT> <PF1>

Typewriter Keyboard Style A,

87 keys hardwired terminal

PROCOMM Plus Version 1.1B<ESC> 1 <ENTER>

MS-DOS communications software

CROSSTALK XVI Release 3.61<ESC> 1 <ENTER>

MS-DOS communications software

## MAINFRAME TERMINAL

### Keyboard Configuration

|                       |                                                           |
|-----------------------|-----------------------------------------------------------|
| <b>&lt;ENTER&gt;</b>  | Enter data and take the next logical action               |
| <b>&lt;RETURN&gt;</b> | Moves the cursor to the input field below the current one |
| <b>PF1 / PF13</b>     | PF1 equivalent                                            |
|                       |                                                           |
|                       |                                                           |
| thru                  |                                                           |
|                       |                                                           |
|                       |                                                           |
| <b>PF12 / 24</b>      | PF12 equivalent                                           |
| <b>&lt;TAB&gt;</b>    | Moves the cursor to the next input field                  |
| <b>&lt;INSERT&gt;</b> | Stays on until <ENTER> is pressed                         |
| <b>&lt;DELETE&gt;</b> | Deletes one character                                     |
| <b>&lt;HOME&gt;</b>   | Moves the cursor to the first input field                 |
| <b>&lt;RESET&gt;</b>  | Resets the terminal when a lock condition occurs          |

## IRMA

### Keyboard Configuration

The key sequences in brackets are for an enhanced PC keyboard operating in terminal emulation mode using the IRMA terminal emulation software. TRIS functions described on the bottom line of the mainframe screen (the PF keys) are accessible by pressing <ALT> and the **number** simultaneously. For example, PF1 calls a help screen in TRIS. When using IRMA, press <ALT> and **1** simultaneously.

|                              |                                                                     |
|------------------------------|---------------------------------------------------------------------|
| <ENTER>                      | Enter data and take the next logical action                         |
| <TAB>                        | New line. Moves the cursor to the input field below the current one |
| <LEFT SHIFT> + <RIGHT SHIFT> | Return to PC (DOS)                                                  |
| <ALT> + 1                    | PF1 equivalent                                                      |
|                              |                                                                     |
| thru                         |                                                                     |
|                              |                                                                     |
| <ALT> + 9                    | PF9 equivalent                                                      |
| <ALT> + 0                    | PF10 equivalent                                                     |
| <ALT> + '-'                  | PF11 equivalent                                                     |
| <ALT> + '='                  | PF12 equivalent                                                     |
| <F10>                        | Reset locked terminal or turn off insert mode                       |
| <INSERT>                     | Stays on until <ENTER> or <F10> is pressed                          |
| <DELETE>                     | Deletes one character                                               |
| <HOME>                       | Move the cursor to the first input field                            |

## CROSSTALK

### Keyboard Configuration

The key sequences shown in brackets are for an enhanced PC keyboard operating in terminal emulation mode using the CROSSTALK terminal emulation software.

|                         |                                                                     |
|-------------------------|---------------------------------------------------------------------|
| <b>&lt;ENTER&gt;</b>    | Enter data and take the next logical action                         |
| <b>&lt;TAB&gt;</b>      | New line. Moves the cursor to the input field below the current one |
| <b>&lt;1&gt;</b>        | On the number keypad PF1                                            |
| <b>&lt;2&gt;</b>        | On the number keypad PF2                                            |
| <b>&lt;3&gt;</b>        | On the number keypad PF3                                            |
| <b>&lt;ESC&gt; + H</b>  | Takes the cursor to the first input field                           |
| <b>&lt;CTRL&gt; + V</b> | Insert. Stays on until <ENTER> is pressed                           |
| <b>&lt;DELETE&gt;</b>   | Deletes one character                                               |
| <b>&lt;CTRL&gt; + R</b> | Resets the terminal when a lock condition occurs                    |

**<ESC> + number + <ENTER>** For any <PF> designated in TRIS. For example:

**<PF10>** type **<ESC> + 1 + 0 + <ENTER>**  
**<PF11>** type **<ESC> + 1 + 1 + <ENTER>**  
**<PF12>** type **<ESC> + 1 + 2 + <ENTER>**

## PROCOMM PLUS

### Keyboard Configuration

The key sequences shown in brackets are for an enhanced PC keyboard operating in terminal emulation mode using the CXI terminal emulation software.

|                                            |                                                 |
|--------------------------------------------|-------------------------------------------------|
| <b>&lt;CTRL&gt;</b>                        | Transmits data and take the next logical action |
| <b>&lt;TAB&gt;</b>                         | Moves the cursor to the next input field        |
| <b>&lt;DELETE&gt;</b>                      | Delete a character                              |
| <b>&lt;HOME&gt;</b>                        | Take the cursor to the first input field        |
| <b>&lt;CTRL&gt; + R</b>                    | Resets the terminal                             |
| <b>&lt;CTRL&gt; + B</b>                    | Clears the screen                               |
| <b>&lt;CTRL&gt; + P</b>                    | Prints the current screen to a local printer    |
| <b>&lt;ESC&gt; + 1 + &lt;ENTER&gt;</b>     | PF1 equivalent                                  |
|                                            |                                                 |
| thru                                       | thru                                            |
|                                            |                                                 |
| <b>&lt;ESC&gt; + 9 + &lt;ENTER&gt;</b>     | PF9 equivalent                                  |
| <b>&lt;ESC&gt; + 1 + 0 + &lt;ENTER&gt;</b> | PF10 equivalent                                 |
| <b>&lt;ESC&gt; + 1 + 1 + &lt;ENTER&gt;</b> | PF11 equivalent                                 |
| <b>&lt;ESC&gt; + 1 + 2 + &lt;ENTER&gt;</b> | PF12 equivalent                                 |



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## **APPENDIX G**

### **REGIONAL ACCOUNT MANAGERS**

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| <u>Account Name</u> | <u>Region/Location</u>   | <u>Account Manager</u>                                                                                              |
|---------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------|
| TNEI                | NEIC/Denver, CO          | Carolyn Thornton<br>EPA/OTS/IMD/PDB<br>401 M Street, SW<br>Washington, DC 20460<br>(FTS) 260-8620<br>(202) 260-9419 |
| TOSW                | Office of Solid<br>Waste | Carolyn Thornton<br>EPA/OTS/IMD/PDB<br>401 M Street, SW<br>Washington, DC 20460<br>(FTS) 260-8620<br>(202) 260-8620 |
| TRID                | SYCOM/Developers         | Carolyn Thornton<br>EPA/OTS/IMD/PDB<br>401 M Street, SW<br>Washington, DC 20460<br>(FTS) 260-8620<br>(202) 260-8620 |
| TRIS                | Headquarters             | Carolyn Thornton<br>EPA/OTS/IMD/PDB<br>401 M Street, SW<br>Washington, DC 20460<br>(FTS) 260-8620<br>(202) 260-8620 |

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|      |                                               |                                                                                                                |
|------|-----------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| TOAQ | Office of Air Quality<br>Planning & Standards | Charles Isbell<br>EPA/NADB/MDAD-OA&R<br>Mutual Building<br>RTP, NC 27711<br>(FTS) 629-5448<br>(919) 541-5448   |
| TRIP | EPCRA Center                                  | Doug Sellers<br>OTS/IMD/PDB<br>401 M Street, SW<br>Washington, DC 20460<br>(FTS) 260-3587<br>(202) 260-3587    |
| TRI1 | Region 1                                      | Michael McDougall<br>EPA/Region 1<br>JFK Federal Bldg.<br>Boston, MA 02203<br>(FTS) 835-3377<br>(617) 565-3377 |
| TRI2 | Region 2                                      | Robert Messina<br>EPA/Region 2<br>26 Federal Plaza<br>New York, NY 10278<br>(FTS) 264-9850<br>(212) 264-9850   |
| TRI3 | Region 3                                      | Kim Woodall<br>EPA/Region 3<br>841 Chestnut Blg.<br>Philadelphia, PA 19107<br>(FTS) 597-9358<br>(215) 597-9358 |

|      |          |                                                                                                                  |
|------|----------|------------------------------------------------------------------------------------------------------------------|
| TRI4 | Region 4 | Jesse Dooley<br>EPA/Region 4<br>345 Courtland St. NE<br>Atlanta, GA 30365<br>(FTS) 257-2316<br>(404) 347-2316    |
| TRI5 | Region 5 | Sandra Darden<br>EPA/Region 5<br>230 S. Dearborn Street<br>Chicago, IL 60604<br>(FTS) 353-1770<br>(312) 353-1770 |
| TRI6 | Region 6 | David White<br>EPA/Region 6<br>1445 Ross Avenue<br>Dallas, TX 75202<br>(FTS) 255-6540<br>(214) 655-6540          |
| TRI7 | Region 7 | Dale Parke<br>EPA/Region 7<br>726 Minnesota Avenue<br>Kansas City, KS 66101<br>(FTS) 757-2827<br>(913) 551-2827  |
| TRI8 | Region 8 | Dianne Groh<br>EPA/Region 8<br>999 18th Street<br>Denver, CO 80202<br>(FTS) 330-1730<br>(303) 293-1730           |

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|      |           |                                                                                                                      |
|------|-----------|----------------------------------------------------------------------------------------------------------------------|
| TRI9 | Region 9  | Judy Quan<br>EPA/Region 9<br>P5-2<br>75 Hawthorne St.<br>San Francisco, CA 94105<br>(FTS) 484-1802<br>(415) 484-1802 |
| TRI0 | Region 10 | August (Gus) Parlier<br>EPA/Region 10<br>1200 6th Avenue<br>Seattle, WA 98101<br>(FTS) 399-2988<br>(206) 442-2988    |

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