

Completing the Hazardous Material Inventory Statement (HMIS)

The Charlotte Fire Department requires that the Hazardous Materials Inventory Statement (HMIS) to be completed for the purpose of processing and issuing a Fire Department Permit for your facility. This information is entered into the Fire Department's Records Management System so that the code official and fire companies are aware of hazardous materials and/or processes at a given location. The following is a guide in completing the HMIS.

DOT/UN NUMBER:

This is an identification number assigned by the United States Department of Transportation (USDOT) to specific chemicals, compounds or materials in order to assist firefighters, police officers and other emergency response personnel who may be the first to arrive on the scene of an incident involving dangerous goods. This number in most cases can be found by a review of the Material Safety Data Sheet(MSDS) or Safety Data Sheet(SDS).

CHEMICAL / DOT CLASS NAME:

This represents the actual name of the chemical of a product (i.e. Sodium Hydroxide, Methyl Ethyl Ketone, Sulfuric Acid, etc.) or the DOT Class name (i.e. Explosives, Compressed Gas, Flammable Liquid, Flammable Solid, Oxidizers, Toxics, Radioactive, Corrosive & Misc.).

AMOUNT:

This represents the total quantity of material on site per container type and hazard class.

UNITS:

For liquids, list the amounts in liquid volume (i.e. quarts, gallons, liters, etc.). For solids, list the amounts in weight measurement (i.e. ounces, pounds, etc.). For compressed gases, list the amounts in gas volume (i.e. cubic feet, cubic meters, etc.). Some liquids are gases at normal room temperature such as Liquid Propane Gas (LP Gas), Liquid Oxygen, Liquid Nitrogen, etc. These materials may be shipped in weight measurements and listing these products as such is acceptable.

CONTAINER TYPE:

This is the type of container or vessel that the product is stored in. Use the following codes for determining the type of storage.

A – Above ground tank, outside	G – Carboy	M - Glass bottles or jugs
B – Below ground tank, outside	H – Silo	Q – Rail car
C – Tank inside building	I – Fiber drum	N – Plastic bottles or jugs
D – Steel Drum	J – Bag	O – Tote bin
E– Plastic or non-metallic drums	K – Box	P – Tank wagon
F – Can	L – Cylinder	Q – Rail car
		R – Other

INSIDE / OUTSIDE:

Indicate whether the product is located inside or outside.(i.e. I for inside or O for outside).

LOCATION:

Use this column for indicating the general location of materials. Use the following codes for indicating location.

CC – Center Core	RR – Right Rear	RF – Right Front	LR – Left Rear	LF – Left Front
CF – Center Front	LC – Left Center	RC – Right Center	CR – Center Rear	