



Minnesota Toxic Pollution Prevention Act (TPPA) Reporting Requirements Fact Sheet (Minnesota Statutes, Sections 115D.07 and 115D.08)

Do the TPPA reporting requirements apply to my facility?

The TPPA requirements apply if your facility submits the EPA Form R to the Environmental Protection Agency (EPA) and the Emergency Planning and Community Right-to-Know Act (EPCRA) Program in the Minnesota Department of Public Safety Division of Homeland Security and Emergency Management.

What are the TPPA reporting requirements?

The TPPA requires you to prepare a Pollution Prevention (P2) Plan and submit an annual Pollution Prevention Progress Report (P2PR) based on the plan to the EPCRA Program.

How and when do I prepare my P2 Plan?

Prepare your P2 Plan within six months of the time you were first required to submit the EPA Form R. For example, if you had to submit an EPA Form R for the first time by July 1, 2014, prepare the P2 Plan by January 1, 2015. Update your P2 Plan by January 1 of every even-numbered year.

You can use the [Minnesota Guide to Pollution Prevention Planning](http://mntap.umn.edu/prevention/) (<http://mntap.umn.edu/prevention/>) to prepare your plan. The Minnesota Technical Assistance Program ([MnTAP](#)) can give you pollution prevention assistance and help with plan preparation.

Keep the P2 Plan at your facility; it is a non-public document. Please *do not* submit the plan.

When do I submit a Pollution Prevention Progress Report (P2PR)?

Submit the P2PR, based on your P2 plan, annually by July 1, covering activities for the previous calendar year. For example, if you submitted your first EPA Form R by July 1, 2014, submit your first P2PR by July 1, 2015, covering activities from January 1, 2014 through December 31, 2014. The P2PR is a public document.

You can use the [Minnesota Pollution Prevention Progress Report](https://app.dps.mn.gov/HSEM_P2PRweb/) web form (https://app.dps.mn.gov/HSEM_P2PRweb/) to complete and submit your P2PR. The web form has code tables and instructions. You can also download a [PDF of the instructions](https://dps.mn.gov/divisions/hsem/epcra/Pages/regulated-facilities.aspx) (<https://dps.mn.gov/divisions/hsem/epcra/Pages/regulated-facilities.aspx>).

What exemptions apply?

P2 Plans and Progress Reports are not required for chemicals:

- Not required to be reported on EPA Form R
- Reported on EPA Form R, but with no release or off-site transfer amounts
- Reported on EPA Form A

Who can I contact for more information?

The University of Minnesota Technical Assistance Program ([MnTAP](http://www.mntap.umn.edu/)) helps Minnesota businesses develop and implement industry-tailored solutions to improve public health and the environment by preventing pollution at the source, maximizing the efficient use of resources, and reducing energy use and costs.
<http://www.mntap.umn.edu/> or 1-800-247-0015

The Resource Management and Assistance Division of the Minnesota Pollution Control Agency ([MPCA](http://www.pca.state.mn.us/)) provides financial, pollution prevention and recycling market development assistance to Minnesota companies.
<http://www.pca.state.mn.us/> or 1-800-657-3864

If you have questions about the Pollution Prevention Progress Report, contact the Minnesota EPCRA Program:

[Steve Tomlyanovich](mailto:steve.tomlyanovich@state.mn.us) (steve.tomlyanovich@state.mn.us) or 651-201-7417