Date: October 9, 2013

To: Interested Parties

From: David W. Harris, Executive Vice President of Administration, CFO & COO, Chaouki T. Abdallah, Ph.D., Provost /Executive Vice President for Academic Affairs, Paul Roth, M.D., Chancellor for Health Sciences Center & Dean of School of Medicine

Subject: US Department of Homeland Security Chemical Possession Requirements

The United States Department of Homeland Security (DHS) Chemical Facility Anti-Terrorism Standard (CFATS) requires universities to inventory and report Chemicals of Interest (COI) in their possession. The University of New Mexico (UNM) is required to update prior information submitted to DHS to comply with regulatory requirements.

Please review and complete your chemical inventory for the DHS on the attached form by no later than November 8, 2013. **All individuals possessing COI must report.** This includes owners, principal investigators or other responsible persons at all UNM locations, including laboratories. Where ownership of the COI is not clear and the chemicals are in an area under your control, you are the responsible party and must report. If you have a current chemical inventory, completion of the UNM Homeland Security Inventory Form is required and should be submitted to SRS.

For those Principal Investigators or others with laboratories or facilities in multiple buildings, we request that a separate SRS Homeland Security Inventory Form be used for each building. If you do not possess any COI, please return a signed copy of the Safety and Risk Services Homeland Security Inventory Form and this will serve as your certification that you do not possess any COI.

Please contact Michael McKinstry at 277-2713 (direct line), 227-7134 (cell phone) or mmckinstry@unm.edu prior to November 8, 2013 to arrange proper disposal of any unwanted COI. These chemicals will not appear on your inventory if these COI are picked up from your facility/laboratory prior to November 8, 2013.

Please direct any questions you may have about the attached SRS Homeland Security Inventory Form or the DHS regulations to Mr. McKinstry.
Please deliver each signed original SRS Homeland Security Inventory Form to:
UNM Safety and Risk Services
MSC 07 4100
1801 Tucker Street NE, Albuquerque, NM 87131-0001
(505) 277-2753
Requirements for Homeland Security Chemical Possession

The following resources below may informative to you in clarifying the US Department of Homeland Security requirements for chemical inventories:

RESOURCES:

Final List of Chemicals of Interest:

Frequently Asked Questions:
http://www.dhs.gov/how-do-i/by-type

Fact Sheet: Anti-Terrorism Standards:
http://www.dhs.gov/chemical-facility-anti-terrorism-standards

DHS Publishes “Chemicals of Interest” List:
http://www.dhs.gov/how-appendix-chemicals-interest-was-developed

Critical Infrastructure - Chemical Security:
http://www.dhs.gov/critical-infrastructure-chemical-security

November 20, 2007 Federal Register: [Vol. 72, No. 223] Rules and Regulations: