

Maximum/Average Daily Inventory Report

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The Maximum / Average Daily Inventory report is used as an aid for completing the Sara Tier II report form. This report is found at *Accounting Reports / Inventory / Maximum Average Daily Inventory* and helps determine the maximum inventory of hazardous materials present onsite at any one time.

Although this report is formatted in a similar fashion as the Sara Tier II report, below are some items which may not be included in the Maximum / Average Daily Inventory report. However, these items should be taken into consideration:

1. Fuel, oil, and other hazardous materials located at your facility for company only use.
2. Products ordered from suppliers or other facilities that were never physically at your facility.
3. Timeliness of when transactions were entered into Agvance.

It is helpful for emergency response teams, such as fire departments, rescue teams, etc., to have information regarding hazardous materials on hand at fertilizer and chemical facilities. Each county should have this information on file for use by these emergency teams. The actual Sara Tier II report is performed to meet the state requirement for reporting Extremely Hazardous Substances (EHS) and other hazardous materials. These reports are different for many states. Most states have their own forms, which they require companies to use.

The PDF created from this report includes the required Physical and Health hazards information.

Using the Maximum / Average Daily Inventory Report

If a Product has multiple chemicals, the Maximum / Average Daily Inventory reports displays only the EHS Products. If the Product has no EHS chemicals, the chemical reported is the one with the highest % *Active* on the *CAS Numbers* grid of the Product's *Tier II* tab.

Product Information for Chemicals -00 / Mustang Max EC

Profile Safety Blend Setup Pricing Sales Activity **Tier II** Seed / Lots Mapping Recs Interfaces

Chemical Description
 Pure Mix Solid Liquid Gas Trade Secret
 EHS

Physical and Health Hazards

	Hazard
1	<input type="checkbox"/> Flammable (gases, aerosols, liquids, or solids)
2	<input type="checkbox"/> Gas under pressure (compressed gas)
3	<input type="checkbox"/> Explosive
4	<input type="checkbox"/> Self-heating

CAS Numbers

	Chemical Name	CAS #	Minimum Report Qty	% Active	EHS	Threshold Plan Qty	Threshold Report Qty
1	Aromatic Naphtha (He...	64742...	0	60	<input type="checkbox"/>	0	0
2	Acetophenone	98-86-2	0	20	<input type="checkbox"/>	0	0
3	2-Methylnaphthalene	91-57-6	0	15	<input type="checkbox"/>	0	0
4	Cypermethrin	52315...	0	9.2	<input type="checkbox"/>	0	0
5	Naphthalene	91-20-3	0	8	<input type="checkbox"/>	0	0
6	1-Methylnaphthalene	90-12-0	0	7	<input type="checkbox"/>	0	0

Storage Codes
 <Cont Type> <Pressure> <Temp>
 Locations Optional

Threshold Ratio Wizard Manufactured Formula Save Cancel

- **Storage Codes** – Double-click to select codes. The location is a text box where the chemical location may be entered.
- **Chemical Name** – These are active *Chemical Names*. There may be more than one chemical per Product.
- **EHS** – Extremely Hazardous Substances. This information is completed by the chemical database interface during an update if an interface is used. If not, the information can be entered manually.
- **Threshold Plan Qty** – This is for the Capture Maximum / Average Daily Inventory Balances report only. If the threshold is greater than zero, then it is an EHS.
- **Minimum Report Qty** – This is the spill amount to report.
- **Threshold Report Qty** – The minimum quantity of a particular Product stored on-site at any one time. The *Threshold Reporting Quantity* triggers the need to submit a Capture Maximum / Average Daily Inventory Balances form.

Capture Maximum / Average Daily Inventory Balances

The first window when navigating to *Accounting Reports / Inventory / Maximum Average Daily Inventory* reports the maximum pounds on hand for a Product.

This allows for the data to be collected over two datasets by selecting a prior year dataset and using a date range that spans both the previous and the current dataset. The **Capture** button retrieves the data from the *InventoryDT* table for Products with a *Chemical Name*.

It is possible to have zeros in the *Max Lbs* column as Product can come in and out on the same day without having a weight at the end of the day. Also if Purchase Receipts, loaded Delivery Tickets, loaded Blend Tickets, and Invoices are not processed promptly, the report may be incorrect. An additional max pounds error may be created if

conversion from gallons to pounds is set up incorrectly for the Products. A correct Product *Unit Weight* is important for the Product's *Max Lbs* to be correct.

Capture Maximum / Average Daily Inventory Balances

Start Date: 01/01/2023
 End Date: 12/31/2023
 Last Years Dataset: (None)
 Location: 00MAIN

This capture process will scan the inventory activity for all of your products which you have entered CAS numbers for at the product setup window. It will display the results in the grid below. You should review the results and save them before running the Maximum / Average Daily Inventory report. You should specify your last years dataset only if it contains inventory activity for the calendar year which you are capturing inventory balances for.

	Department	Product Name	Max Lbs	Avg Lbs	Days	Amount on hand
3	Chemicals -00	Liberty SL200 4X1gal C...	864	864.000	365	90
4	Chemicals -00	Hero, 1GI	313.88	313.880	365	38
5	Chemicals -00	Roundup Original II 25...	595.36	595.360	365	61
6	Chemicals -00	Roundup Weathermax (...)	226.6	226.600	365	20
7	Chemicals -00	Dual Magnum 2X2.5GI	436.8	436.800	365	48
8	Chemicals -00	Dual Magnum Bulk	1210.3	1210.300	365	133
9	Chemicals -00	Quilt 2X2.5GI	80.37	80.370	365	9

Print Capture Save Cancel

Max Lbs, *Avg Lbs*, and *Days* in the grid of the *Capture Maximum / Average Daily Inventory Balances* window can be manually edited.

The weight can be changed, but if so, do not select the **Capture** button again. Instead, select **Save** to go to the next screen where Location information is completed and additional selections are made.

Maximum / Average Daily Inventory Location Information

The *EHS Reporting Quantity* can be edited to match the state requirement on this window. Also, the *Other Haz Rep Quantity* can be edited to match the reporting quantity for the Location's state requirements. The report will print all Products from the grid on the first window with a *Max Lbs* value that equals or exceeds the reporting quantities.

If a Product on the first window has a weight of zero or is less than the maximum amount on the second window for that type of Product, it will not be included on the report. The ability to filter by Location on the previous window is available.

Maximum / Average Daily Inv...

Location: 00MAIN
 Reporting Year: 2023
 EHS Reporting Quantity: 500
 Other Haz Rep Quantity: 10000

Print
 Preview

of copies: 1

Print Cancel

- **Location** – The Location ID populates the *Name*, *Street*, *City*, *County*, *State*, and *Zip* upon selection. In the

future, it will also be a filter for the report by locations. The remaining information is filled in manually.

- **Reporting Year** – Defaults to the year previous to the system date.
- **EHS Reporting Quantity and Other Haz Rep Quantity** – Determine which product is reported. If the quantity of the product exceeds the least of either of these two amounts, it will be reported. For California laws, which state that any product with a CAS number needs to be reported, the *Other Haz Rep Quantity* needs to be set to 1.

To have fertilizer Products or other Products appear on Maximum Average Daily Inventory report, a *Chemical Name* can be entered on the *Tier II* tab of the Product.