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# HAZARDOUS MATERIALO MORIDING PROCEDI TENDENTIALO HANDLING PROCEDURE Origination Date: (month year)

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Document	Hazardous Material
Identifier:	Handling Procedure
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Abstract:

July Specialtile This document describes the Company's hazardous material handling procedure. COPYIONI



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### 1.0 SCOPE

The use of hazardous materials is Hazardous materials may include, but are not limited to:

These potentially hazardous materials must be handled as directed by federal, state and local laws and regulations.

The Federal Resource Conservation and Recovery Act of 1976 (RCRA) sets strict standards for the "cradle-to-grave" management of hazardous wastes. These standards are written and enforced by the U. S. Environmental Protection Agency (EPA).

Hazardous wastes must

The regulations require the generator maintain

In 1984, the Hazardous and

Solid Waste Amendments (HSWA) to RCRA tightened the hazardous waste rules. It also brought the concept of waste minimization to the forefront as the preferred method of controlling hazardous waste production.

In order to comply with the various environmental laws, good safety practices, and to avoid future liabilities, the Company

responsible for

The person in any work area that produces a hazardous material is

responsible for

The Environmental, Health and Safety (EH&S) Department at the Company is charged

with

The Company EH&S Department is defined as

Any questions concerning the protocol and procedures for generation, handling, minimization or disposal of waste materials

## 2.0 APPLICABILITY

This policy applies to all personnel in all work areas of the Company. Any work area or individual that handles hazardous materials must comply with these procedures

### 3.0 WASTE MINIMIZATION

The most efficient and cost effect method of handling waste materials is

In a practical sense, it is



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### 4.0 MATERIALS ACCUMULATION

All material stored within a room or facility shall be

. Improperly stored containers

At least once a year, each work area

At the end of a project, or prior to the departure of a key person, all materials. When an Employee completes their work,

### 5.0 MATERIALS SEGREGATION

When feasible, materials

Materials of different chemical composition,

The mixing of chemically incompatible materials

For example,

A material exhibiting more than one hazard characteristic

Various reactive materials

DANGER:

# 6.0 WASTE IDENTIFICATION

Disposal regulations for chemical wastes require an accurate accounting of the chemical identification and amount of each in the waste material.

The material identification



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Before a material can be disposed of,	
If there are any questions involving disposal of	a material,
Dy EDA definitions some wester are	70
By EPA definitions, some wastes are	
Other materials	
The Responsible Authority in the work area	
The reesponsion reading in the work area	
Collection containers	
Any unused materials	
Use only the labels provided by the EH&S Department to label the container	S.
is a substitution of the s	
Use only the labels provided by the EH&S Department to label the container	
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7.0 COLLECTION CONTAINERS

Containers

Use a container made of

Keep all containers holding hazardous materials

The containers

Each container must



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Chemicals that cause or produce tearing of the eyes Do not This precaution will The containers Caution: HAZARDOUS MATERIALS COLLECTION The EH&S Department is responsible for An EH&S representative The EH&S Department is responsible for Federal and state regulations require Regulations also require Because of these legal requirements, The Responsible Authority or work area supervisor Before the material is



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## FIGURE 2: WASTE PICKUP AND DISPOSAL REQUEST FORM



### 9.0

The following definitions, characteristics and examples are provided for the purpose of educating shop personnel as to the legal definitions of the hazardous waste categories. These definitions are adapted from

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A "waste" is	
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er Coll III A III A	
"Listed waste." A waste is	

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'Characteristic wastes." If the waste does not appear on one of the hazardous waste lists, it still might be considered hazardous if it demonstrates one or more of the following characteristics:
Although not considered a hazardous waste by EPA definition,
A "reactive" waste is
A "toxic" waste is
To determine if a waste is
The National Institute of Occupational Health and Safety (NIOSH) defines
10.0 HAZARDOUS MATERIAL HANDLING PROCEDURE
The proper handling of all hazardous materials is

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	*5	
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APPENDIX I: WAST	E MINIMIZATION	
All employees		
Responsible A	uthorities	
The following recommendations	are provided to assist in implementing waste minimization	practices.
Because of certain properties, se	ome chemicals	
	es of these are:	
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PROPRIETARY INFORMATION PAGE 11 of 13	This document expires 1 day after printing unless marked "Released".  Date Printed:	Form Rev: Orig



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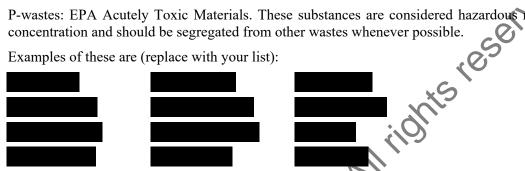
The Company is not permitted to

APPENDIX II: LISTED WASTES

P-wastes: EPA Acutely Toxic Materials. These substances are considered hazardous regardless of their concentration and should be segregated from other wastes whenever possible.

Examples of these are (replace and the segregated from other wastes)

Examples of these are (replace with your list):



U-Wastes: These wastes are materials that appear on EPA's Toxic list.

Examples of these are:



D-numbers: Waste numbers and the regulatory concentrations that determine whether a waste is a characteristic toxic waste.

Examples of these are (replace with your list):



Carcinogens: Substances that have been identified as a carcinogen by either the International Agency for Research on Cancer, the National Toxicology Program, or the National Cancer Institute.

Examples of these are (replace with your list):



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