

Responsible Distribution Commitment

Customer Self-Assessment

As part of AllChem Industries Industrial Chemicals Group, Inc. (ICG) Commitment to the principles of Responsible Distribution® and the protection of Public Safety and Health, our firm asks the organizations who resell our products to perform a Self-Assessment to enhance their awareness of Chemical Distribution practices.

Please provide this form to the person in your organization who is responsible for your Product Stewardship Activities.

We appreciate your time and attention to this request and look forward to receiving the completed form.

Persons Responsible for filling out the Questionnaire

Individual (s)		
Title		
Company Name		
Address		
Date		
Signature		

Is your company a member or partner domestic or international organization committed to the principles of Responsible Distribution®?	Yes	No
Association of Water Technologies		
Chemical Manufacturers Association		
Chlorine Chemistry Council		
Compressed Gas Institute		
National Association of Chemical Distributors		
National Association of Chemical Recyclers		
American Coatings Association		
Society of Chemical Manufacturer's and Affiliates (SOCMA)		
The Vinyl Institute		
Other Chemical Industry Council or Association, please name below		

**if you checked yes in any of the above boxes,
No further action is required.
Stop here and return the document to:**

Name	Adys Rivas/Alfredo Palmer
Title	Responsible Distribution Co-Code Coordinators
Company	AllChem Industries Industrial Chemicals Group, Inc.
Email	Adys.rivas@allchem.com / Alfredo.palmer@allchem.com

If you did not check the above, please continue:

	Yes	No
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Section A -- Risk Management			
Is your company a member of another organization that practices similar principles of good product stewardship?			
If yes, please list the organization's name below.			
Has the senior management of your firm made a commitment through policy, communications and resources to ongoing improvements in Chemical Distribution Safety?			
Does your firm have a process to identify and implement of risk reduction measures?			
Comments			

Section B -- Compliance Review and Training		Yes	No
Does your firm have a process for monitoring regulations and industry standards for their application to chemical distribution activities?			
Does your firm have a process to implement applicable regulations and standards that apply to chemical distribution activities?			
Does your firm train for all affected company employees in the proper implementation of applicable regulations and company requirements?			
Does your firm perform reviews of employee, outside contractor, and reseller's compliance with applicable regulations and member company's specific requirements?			
Comments			

Section C -- CARRIER SELECTION		Yes	No
Does your firm have a process for selecting carriers to transport chemicals that include carrier safety fitness, regulatory compliance and regular performance reviews?			
Comments			

Section D -- HANDLING and STORAGE			
When Applicable, does your firm have the following	Yes	No	NA
Procedures for ensuring that containers are appropriate for the chemicals being shipped, comply with performance standards and certification requirements and are free of leaks and visible defects?			
Criteria for the cleaning and reuse of transportation equipment and chemical containers and proper disposal of cleaning residues?			
Documented procedures for loading chemicals at company facilities that will reduce emissions to the environment, protect personnel and ensure that the chemicals are loaded and unloaded into and out of proper storage facilities?			
A program for providing manufacturer guidance to customers and other receivers on procedures for loading, unloading and storing chemicals.			
A process for selecting owned and contracted facilities and sites for chemical storage or handling that emphasizes safety fitness and includes regular reviews of such fitness?			
Documentation of current operating procedures?			
Facility design, construction, maintenance, inspection and security practices that promote facility integrity, consistent with recognized codes and regulations?			
Provisions for control of processes and equipment during emergencies resulting from natural events, utility disruptions and other external conditions?			
Comments			

Section E -- JOB PROCEDURES and TRAINING

When Applicable, does your firm have the following	Yes	No	NA
Identification of the skills necessary to perform each job.			
Establishment of procedures and work practices for safe operating and maintenance activities.			
Training for all employees to reach and maintain proficiency in safe work practices and the skills and knowledge necessary to perform their jobs, including confirmation of job competence.			
Programs designed to assure that employees in safety critical jobs are fit for duty and are not compromised by external influences, including alcohol and drug abuse.			
Comments			

Do you have written procedures to manage the following:	Yes	No
Chemical hazards and exposures		
Emergency response?		
Chemical handling and disposal?		
Standard operating procedures?		
Worker protection?		
Chemical and product storage?		
New or modified products?		
New or modified processes?		
Do you have a process to audit for compliance with these procedures?		
Do you have written procedures to ensure compliance with applicable safety, Health and Environmental laws and regulations?		

Section F - Safety, Health and Environment		Yes	No
Do you have Safety Health & Environmental training programs in place for all employees based on job function?			
Do you have a process in place to communicate hazard/risk information to:			
Employees?			
Customers?			
Communities near your facility?			
Comments			

Section G -- WASTE MANAGEMENT			
When Applicable, does your firm have the following	Yes	No	NA
Procedures to ensure that all containers are disposed of in a responsible manner, and in accordance with existing regulations.			
A clear commitment by senior management through policy, communications and resources, to ongoing waste reductions, at each of your facilities, giving preference first to source reduction, second to recycle/reuse, third to treatment and fourth to disposal.			
Comments			

Section H -- Emergency Response & Public Preparedness

When Applicable, does your firm have the following	Yes	No	NA
A process for responding to, reporting on and investigating chemical distribution accidents and releases involving the member company's chemicals, and implementation of preventative measures developed from that investigative process.			
A system of investigation, reporting, appropriate corrective action and follow of each incident that results or could have resulted in a fire, explosion or accidental chemical release.			
Procedures for making emergency response information about your firm's chemicals available to response agencies.			
Communication with state and local emergency planning and response organizations on the distribution and hazards of your firm's chemicals.			
Annual review, testing, and assessment of the operability of your firm's written emergency response plan.			
Facility tours for first responders to promote emergency preparedness and to provide current knowledge of facility operations.			
Coordination of the written facility emergency response plan with the comprehensive community emergency response plan and other facilities. If no plan exists, the facility should initiate community efforts to create a plan.			
Participation in the Local Emergency Planning Committee's process to develop and periodically test the local emergency response plan.			

Comments

Section I -- PRODUCT STEWARDSHIP- END USE CUSTOMERS

When Applicable, does your firm have the following	Yes	No	NA
Work with end use customers to foster proper use, handling and disposal of products commensurate with risk.			
If necessary, does your firm cease doing business with customers who are unwilling to implement appropriate actions?			
If you further resell chemicals, does your firm assess your reseller's performance as appropriate?			
If you find areas of concern, does your firm initiate follow-up actions to cause the reseller to correct shortcomings including, if necessary, termination of supply?			
Does your firm have a feedback process to ensure that your resellers understand your firm's expectation?			
Do you have a system to respond to requests for information concerning chemical products?			
Comments			

Section J - Action Requested

	Yes	No
Do you have any follow up actions to address any practices identified in this questionnaire?		
Has a follow up review date been scheduled to confirm the identified actions will be completed?		
Any comments?		

Section K - Mutual Assistance		Yes	No
Is there any additional information about your company's commitment to product stewardship that you wish to describe?			
If Yes, please describe:			
Is there anything that we can do to assist you with implementation of your product stewardship program?			
If Yes, please describe and identify a contact person or persons:			

Person(s) Responsible for completing the Questionnaire		
Individual (s)		
Title		
Company Name		
Telephone		
Date		
Signature		

Thank you for your cooperation. Please return this form to:	
Name	
Title	Responsible Distribution Code Coordinator
Company	AllChem Industries Industrial Chemicals Group, Inc.
Email Address	