



Pannier Corporation

Health and Safety Handbook

Marking System Group



Transportation of Hazardous Materials (US)

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Transportation of Hazardous Materials

Policy Statement

It is the policy of the Pannier Corporation to reduce employee exposure to hazardous materials and the overall incidence of chemical-related injuries and illnesses. All employees who are potentially exposed to hazardous materials in their assigned jobs must be fully informed of both the hazardous properties of the chemicals and the protective measures that are available to minimize exposure to these chemicals. This type of information will be made available to employees by means of labels on containers, MSDSs, and training. Employees will be informed of any known hazards associated with chemicals to which they may be exposed before their initial assignment, whenever the hazards change, or when new hazardous materials are introduced into their respective work area.

Use of Hazardous Materials

The Pannier Corporation supplies a variety of Inks and Solvents to a variety of customers, for the purpose of product identification. These products are shipped via common carrier in accordance with DOT and OSHA regulations.

The Pannier Corporation also used a variety of chemicals in the manufacture of our products which results in the generation of hazardous waste. The hazardous waste is disposed of in accordance with DOT, EPA, and OSHA regulations.

Shipment of Hazardous Materials

When shipping hazardous materials, the shipping documentation must contain: the proper shipping name of the product, the proper classification of the material, the identification number of the material, emergency response information (copy of the MSDS), emergency response telephone number and any certifications required. Prepared shipping documentation will be given to the carrier for each shipment.

Packaging for the product has been designed, constructed, tested, and approved under 49CFR Sec 178. Using approved cartons; product is packed, closed, secured and maintained so that under normal conditions of transportation, including handling, there will be no accidental release of hazardous materials that could endanger public safety. All containers will have all necessary hazardous warning labels and placards on the outside of the container.

It is the responsibility of the carrier to load and secure hazardous materials in a means of containment in such a way as to prevent, under normal conditions, damage to the shipment that could lead to an accidental release of the hazardous material.

Training

Employees, who handle, offer for transportation hazardous materials must be trained and hold a certificate to perform those activities in the presence and under the direct supervision of a person who is adequately trained and who also holds a training certificate. Employees who are not certified are not permitted to package or offer for transportation hazardous materials.

Accidental Release of Hazardous Materials

In the event of an accidental release of hazardous materials from a means of containment, the person who has possession of the hazardous materials at the time of the accidental release must make an immediate report of the accidental release to appropriate authority, if the accidental release consists of a quantity of hazardous materials that exceed quantities set out for each Class of hazardous material.

Retention of Records

Shipping documents for hazardous shipments will be maintained for two years after the date of shipment.

Shipment of Hazardous Waste

While handling hazardous waste, proper PPE must be worn in accordance with instructions on the applicable Material Safety Data Sheet.



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Hazardous Waste is collected by type and placed in 55 gallon drums. Full drums are manifested using EPA Form 8700-22 (Rev. 3-05) Showing the generator, the Transporter Company and the Designated Facility for disposal and the DOT description of the material being disposed of. All containers will have all necessary hazardous warning labels and placards on the outside of the container. It is the responsibility of the carrier to load and secure hazardous waste materials in a means of containment in such a way as to prevent, under normal conditions, damage to the shipment that could lead to an accidental release of the hazardous waste material.

Accidental Release of Hazardous Waste Materials

In the event of an accidental release of hazardous waste materials from a means of containment, a person who has possession of the hazardous waste materials at the time of the accidental release must make an immediate report of the accidental release to appropriate authority, if the accidental release consists of a quantity of hazardous waste materials that exceed quantities set out for each Class of hazardous material.

For an accidental release of hazardous materials in plant, the person who discovers the release is to notify his/her supervisor or the Safety Director immediately. For a large release, (quantities that exceed the amount as set out for each Class of hazardous material), the supervisor or safety director will immediately notify the proper authority. All reasonable action will be taken to reduce or eliminate any danger to public safety that results or may reasonably be expected to result from the release.

Training

Emergency Spill Kits are located throughout the plant. On an annual basis employees are trained in the proper procedures and use of these kits to contain a release of a hazardous material.

Retention of Records

Manifests and Disposal Documentation are maintained in accordance with the guidelines as set forth by the EPA, and DOT.