

Interoffice Communication

To Distribution

From J. A. DeBernardi

Date November 17, 1980

Subject Manifest System - Hazardous Waste Disposal

As you are aware, the Federal and State Governments have put laws into effect regulating the disposal of waste materials defined as hazardous under these laws. In order to comply with the laws, the VCM Plant established a manifesting system late in 1979. Revisions and additions to the laws since that time now require an update of our system. This letter refers to heavy-ends (tars) disposal paperwork specifically.

Our objective in updating our disposal paperwork system is to reduce the paperwork in the system to one form which satisfies Federal and State disposal laws as well as Department of Transportation (DOT) laws. The attached specimen copy of the waste manifest for heavy-ends leaving our plant for delivery to PPG accomplishes this task.

The following information outlines how the manifest for heavy-ends shipments to PPG is to be used.

General Information

1. Pre-typed manifests will be available for heavy-ends shipments in the Chief Operator's office located in the EDC/VCM area controlroom.
2. Each manifest is pre-numbered and all must be accounted for. If for some reason an error is made in filling out the manifest, it should be voided and sent to the Office Manager.
3. All required signatures and dates must be filled in on the manifest. Complete signature is required--not initials.
4. The manifest must be kept with the load while it is in transit to satisfy DOT regulations related to bills-of-lading.

Filling Out Manifest

3. Generator Information Section

The VCM Plant is responsible for filling out this section of the manifest. The Shift Supervisor, or in his absence, the Chief Operator will sign and date the manifest in this section.

4. Transporter Information Section

It is the responsibility of the Surface Transportation Department driver to complete this section. The driver should sign and date this section in the areas provided. Date and pick-up time must also be filled in by the driver.

The Transportation Department driver will also certify the trailer being proper for the movement of heavy-ends to PPG by signing the form in the bottom section on the "Transporter Signature" line. This certification must be signed before the truck leaves the VCM Plant.

5. Disposer Information Section

It is the responsibility of the person at PPG receiving the heavy-ends shipment at their plant to complete this section. PPG will sign and date this section. Also, the Transportation driver will note date and time of delivery at PPG in Section 4 when he arrives at PPG.

Paperwork Distribution

1. After signatures, dates, and pick-up information are completed in the Generator and Transporter Sections, and the certification on the bottom section of the form are signed off, the "Goldenrod" copy should be removed from the packet. The "Goldenrod" copy should be sent to the Office Manager using the plant mail system. The remaining copies in the packet should be given to the Transportation driver to be kept with the load on its trip to PPG.
2. On arrival at PPG the driver will obtain the disposer signature and date for the Disposer Section of the manifest. The driver will also fill in the delivery date and time in the Transporter Section on arrival at PPG.

1. MANIFEST NUMBER

0038

STATE OF LOUISIANA
DEPARTMENT OF NATURAL RESOURCES
HAZARDOUS WASTE MANAGEMENT

For Dept. Use

Index # _____

Date _____

2. WASTE INFORMATION:

HM	SHIPPING DESCRIPTION	HAZARD CLASS	WASTE NUMBER	WEIGHT (TONS)	QTY	TYPE
RQ	Combustible Liquid, NOS	Combustible	State No.	23	1	T/T
	Ethylene Dichloride	Liquid	514-30			
	(Placarded Combustible)					
	(Heavy Ends EDC/VCM)					

3. GENERATOR EPA I.D. Number _____ Identification Number: GD-514 Telephone: 318/491-5437
 NAME OF COMPANY: Conoco Chemicals Company, Division of Conoco Inc.
 ADDRESS: P. O. Box 605, Westlake, LA ZIP: 70669
 SHIPPING LOCATION: VCM Plant, VCM Plant Road, Westlake, LA
 CERTIFICATION: This is to certify that the above-named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the Department of Transportation, and the Louisiana Department of Natural Resources, and the EPA.

Generator Signature _____

Date _____

4. TRANSPORTER EPA I.D. Number TXD 096030697
 TRANSPORTATION INFORMATION: Identification Number: _____ Telephone: 318/491-5265
 NAME OF COMPANY: Conoco Inc. DATE OF PICK UP: _____ TIME: _____
Surface Transportation Department DATE OF DELIVERY: _____ TIME: _____
 CERTIFICATION: This is to certify that the above-named materials were picked up at the date and time above, that the above named materials were delivered without incident to the disposer at the date and time above, and that to the best of the transporter's knowledge, his portion of the manifest is accurately and correctly filled out.

Transporter Signature _____

Date _____

5. DISPOSER EPA I.D. Number LAD 008086506
 DISPOSER INFORMATION: Identification Number: GD-508 Telephone: 318/491-4500
 NAME OF COMPANY: PPG Industries, Inc. Chemicals Division
 LOCATION WHERE SHIPMENT RECEIVED: Columbia Southern Road, Westlake, LA
 CERTIFICATION: This is to certify acceptance of the hazardous waste, that the waste has been or will be disposed of in accordance with Department of Natural Resources relations, and that to the best of the disposer's knowledge, his portion is accurately and correctly filled out.

Disposer Signature _____

Date _____

6. EMERGENCY INFORMATION:
 Immediate Response Information: Contains combustible hydrocarbons. Contain spills. Keep out of sewers, drains, ditches, and waterways Telephone: 318/491-5070
 Special Handling Instructions: Keep ignition sources away from spill. Control fire with water fog, dry chemical, or foam.
 Comments: Wash areas of skin contact thoroughly. Contaminated clothing must be washed before reuse. Report an emergency situation to the above 24-hr. number immediately.

Carrier hereby certifies that the cargo tank used for this shipment is a proper container for the commodity loaded therein, and complies with Department of Transportation specifications.

Transporter Signature: _____

Note: If for any reason the disposer does not accept shipment, the transporter must return the shipment to the point of origin.

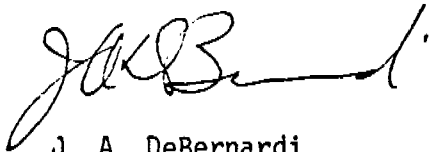
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The driver will then remove the "Pink" page from the packet and deliver it to the Transportation Department office. The driver will remove the "yellow" page from the packet and give it to the person receiving the load at PPG. The driver will return the "Green" and "White" copy to the Shift Supervisor when he returns to the VCM Plant to pick up a second load or leave the trailer in the plant.

3. The Shift Supervisor will send the "Green" and "White" copy of the manifest to the Office Manager in the same manner as was done with the "Goldenrod" copy.

Any questions related to this sytem should be directed to the Process Superintendent, Operations Engineer, or Plant Manager.



J. A. DeBernardi

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Distribution
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Arlen Greathouse - PPG Industries, Lake Charles
HJN-JWW-CWT-JHB-CB-KCC-CHL-CHK-GLF-GSH

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