

TGG: JEL: MMG: AJO: RF
XF: _____

TO: Distribution

FROM: T. G. Grumbles

DATE: August 8, 1989

Interoffice
Communication

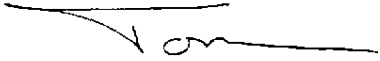
SUBJ: RESPONSIBLE CARE SELF EVALUATION ELEMENT

VISTA

An element of the RESPONSIBLE CARE Program will be periodic, probably annual, self evaluation of progress made in implementing the codes of management practice. The self evaluation results will be reported to CMA. CMA will they use this information to demonstrate, in a quantitative way, industry progress in improving its performance.

Attached is the first example of what the self-evaluation form for the CAER code of management practice.

CMA is not asking for comments at this time, but if you comments or thoughts on the self-evaluation form please let me know.



T. G. Grumbles

tmp

Distribution: Environmental Coordinators
Safety Directors
Plant Managers

cc's: RDG, THH, JAD, WLM, DLC, RTF

Attachment

VVV 000000168

SELF EVALUATION FORM
COMMUNITY AWARENESS AND EMERGENCY RESPONSE
PROGRAM
CODE OF MANAGEMENT PRACTICES

DRAFT

Company: _____

Site Location: _____

Please check the appropriate column for each program element and return to your Company CAER Coordinator

	Evaluating Company Practice Against Code	Developing Action Plan	Implementing Action Plan	Code Management Practice in Place
Community Awareness				
1. An ongoing assessment of employee concerns and questions about the facility.				
2. Communications training for key facility and company personnel who will communicate with employees and the public concerning safety, health and environment issues.				
3. An employee communications program to make employees aware of the facility's emergency response program, to involve them in community outreach efforts, and to respond to their questions and concerns.				
4. A program to educate employees about facility safety, health and environmental programs.				
5. Ongoing assessment of community questions and concerns about the facility.				
6. An outreach program to make responders, government officials, the media, other businesses and the community aware of the facility's emergency response program, to provide information about risks to the community associated with the facility, and to respond to questions and concerns about safety, health and the environment.				
7. A continuing dialogue with members of the community to address issues of common interest.				

VVV 000000169

	Evaluating Company Practice Against Code	Developing Action Plan	Implementing Action Plan	Code Management Practice in Place
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Community Awareness (cont'd)

3. A policy of openness that provides a means for interested persons to become familiar with the facility, its operations and products, and its efforts to protect safety, health and the environment.
9. A regular assessment of the effectiveness of the ongoing communications programs to assure responsiveness to employees and the community.

Emergency Response

1. An ongoing assessment of potential risks to employees and local communities resulting from accidents or other emergencies.
2. A current, written facility emergency response plan.
3. A current, written crisis management plan, including a crisis communications plan.
4. An ongoing training program for those employees who have response or communications responsibilities in the event of an emergency.
5. Annual on-site emergency exercises to test operability of the written emergency response plan.
6. Communication of relevant and useful emergency response planning information to the Local Emergency Planning Committee.
7. Facility tours for all non-employee emergency responders.
8. Coordination of the written facility emergency response plan with the comprehensive community emergency response plan. If no plan exists, the facility should initiate efforts to create a plan.

Emergency Response (cont'd)	Evaluating Company Practice Against Code	Developing Action Plan	Implementing Action Plan	Code Management Practice in Place
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9. Participation in the community emergency response planning process to develop and periodically test the comprehensive community emergency response plan developed by the Local Emergency Planning Committee.
10. Sharing of information and experience relating to emergency response planning, exercises, and the handling of incidents with other facilities in the community.

Note: Please identify any specific problems and/or resources

VVV 000000171

TSG: JCL: MMG: AJO: RF
XF: none

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SUBJ: CMA DISTRIBUTION CONFERENCE

VISTA

Attached is information regarding a CMA sponsored conference to discuss the Distribution Code of Management Practice that is being developed under the RESPONSIBLE CARE program. The draft code for transportation you saw last month was very extensive and detailed, and I believe this is an important conference for some of us to attend. Vista is committed to implementation of Responsible Care codes of Management Practice.

Please let me know if you plan to attend. The meeting is in Houston on September 11 and 12.



T. G. Grumbles

dlj

Distribution: D.A. Kuhn, L.W. Kelm, F. Thomas, D.L. Morgan, M.G. Jakel, W.A. Miller, JAD, THH

cc's: P.C. Gowan, RDG

Attachment

VVV 000000172

RECEIVED

AUG 7 '89

Route: _____

File: _____

X-F: _____

Distribution

CMA CHEMICAL DISTRIBUTION CONFERENCE SCHEDULED

The Chemical Manufacturers Association is sponsoring a chemical distribution conference on September 11 and 12, 1989, in Houston, Texas. The primary focus of this conference will be to discuss the Distribution Code of Management Practice that is being developed under the CMA Responsible Care program. This far-reaching program will have a significant impact on the distribution operations of all CMA members, and your participation is encouraged.

The conference will be held at the Wyndham Greenspoint Hotel in Houston, Texas. The Wyndham is located at 12400 Greenspoint Drive, and can be reached for room reservations at (713) 875-2222. A meeting registration form is attached to this notice.

On the evening of September 11, from 5:30 to 7:30 p.m., there will be a registration and a reception hosted by Exxon Chemical. The program on September 12, will begin a 7:30 a.m. with the showing of CMA's latest emergency response training video entitled "Oxidizers: Identification, Properties and Safe Handling."

Congressman Mike Parker from the House Public Works and Transportation Committee, which is currently working on the Hazardous Materials Transportation Act reauthorization has been invited to address the conference. Congressman Parker is very interested in ensuring that hazardous materials transportation safety receives the highest priority. At recent hearings on HMTA, Mr. Parker stated that something is going to change, and either industry will come up with the right program or Congress will be forced to do so.

The Distribution Code of Management Practice being developed under Responsible Care is aimed at addressing these concerns through the continued improvements in chemical transportation safety. The September 12 conference will give each CMA member company an opportunity to participate in the development of this unparalleled industry initiative.

Attendees will also receive a comprehensive briefing on the activities of the Interindustry Rail Safety Task Force, and an update on TRANSCAER.



CHEMICAL
MANUFACTURERS
ASSOCIATION

2501 M Street, NW
Washington, DC 20037

202-887-1100
Telex 89617 (CMA WSH)

VVV 000000173

REGISTRATION RESPONSE FORM

Please register the following person(s) for the CMA Chemical Distribution Conference. A check in the amount of \$_____ (150 per person) is enclosed.

NAME _____

NAME _____

COMPANY _____

MAILING ADDRESS _____

() _____

PHONE NUMBER

Mail registration form and check or money order, payable to the Chemical Manufacturers Association, to:

**Lillian Amazeen
Chemical Manufacturers Association
2501 M Street, N.W.
Washington, D.C. 20037**

VVV 000000174