



Hazardous Substance Management Procedure

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1.0 PURPOSE

The purpose of this procedure is to provide a consolidated source of information on the safe and environmentally sound management of the major hazardous products to be used in KE during construction and operational phases.

2.0 SCOPE

This procedure applies to all employees and contractors of KE who manage materials that, if mishandled, could pose health and/or safety risk to humans and/or pollute the environment.

3.0 DISTRIBUTION

All employees and contractor staff – KE

4.0 DEFINITIONS

Cold Zone: upwind of the spill where possibility of contamination is minimal.

Compressed Gases: class encompasses compressed gases, liquefied gases, dissolved gases, refrigerated liquefied gases, mixtures of one or more gases with one or more vapors of substances of other classes, articles charged with a gas and aerosols.

Corrosives: substances which by chemical action degrade or disintegrate other materials upon contact.

Discharge: means spilling, leaking, pumping, depositing, seeping, releasing, flowing-out, pouring, emitting, emptying or dumping into the land, water or atmosphere.

Explosives: materials or items which can rapidly conflagrate or detonate as a consequence of chemical reaction.

Flammable Liquids: defined as liquids, mixtures of liquids or liquids containing solids in solution or suspension which give off a flammable vapor (have a flash point) at particular temperature.

Flammable Solids: materials which, under conditions during storage or handling, are readily combustible or may cause or contribute to fire through friction, self-reactive substances which are liable to undergo a strongly exothermic reaction or solid desensitized explosives.

Highly Toxic: material that is indicated as highly toxic by its Material Safety Data Sheet (MSDS) and must be reviewed before working with or cleaning up.

Hot Zone: In the event of a spill, the hot zone (or isolation zone) is the working area in which only those participating in spill cleanup activities may enter.

Oxidizing Substances: defined as substances which may cause or contribute to combustion, generally by yielding oxygen as a result of a redox chemical reaction.

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Organic Peroxides: Organic peroxides are substances which may be considered derivatives of hydrogen peroxide where one or both hydrogen atoms of the chemical structure have been replaced by organic radicals.

Spill: A direct or indirect discharge of a material, substance or mixture into the workplace or environment from a container, vehicle, machinery, or structure, that is abnormal in quality or quantity in light of all the circumstance of the discharge.

Substances Liable to Spontaneous Combustion: Substances which are liable to spontaneous heating under normal conditions, or to heating up in contact with air, and are consequently liable to catch fire and substances which emit flammable gases.

Substances Which Emit Flammable Gases When in Contact with Water: Become spontaneously flammable when in contact with water.

Toxic Substances: Toxic substances are those which are liable either to cause death or serious injury or to harm human health if swallowed, inhaled or by skin contact.

5.0 APPLICABLE LEGISLATION AND REFERENCE MATERIALS

This procedure has been developed to ensure compliance with following local environmental protection legislations and international regulations:

- Sindh Environmental Protection Act, 2014
- Hazardous Substance Rule, 2014
- Sindh Environmental Quality Standard, 2014
- International Occupational Health and Safety Regulations
- Best practices related to management of hazardous materials

6.0 ROLES & RESPONSIBILITIES

KE management is committed to protect the environment and to ensure the health and safety of employees, contractors and visitors. Employees and contractors must be aware of the hazardous substances, their safe management, and hazards of spills and know how to protect themselves and the environment.

Chief HSEQ Officer - Corporate HSEQ

- Shall ensure that the hazardous substance management procedure is prepared and disseminated across KE
- Shall ensure that the procedure is implemented through a system of audits.
- Shall ensure that effective trainings are provided, and resources allocated for implementation of this procedure.

BU Heads

- Approve and authorize the assignment of the responsibilities and duties for hazardous substance management including spill prevention, control and cleanup.

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- b. Ensure allocation of financial resources for spill kits, personal protective equipment (PPE), containment, cleanup, decontamination, and disposal.
- c. Ensure that emergency facilities, personnel and first aid are available.
- d. Direct and coordinate emergency response activities for major spills.
- e. Ensure that adequate training is provided to employees who handle hazardous materials.

HSE Coordinators

- a. Shall ensure that BU specific customized procedure is prepared in line with CHSEQ Hazardous Substance Management Procedure.
- b. Shall ensure that relevant staff has attended training on hazardous substance management.
- c. Shall be responsible for managing hazardous substance as specified in this procedure to protect employees, properties, environment and the community from the hazardous substance and its spill.
- d. Shall ensure that hazardous waste is safely disposed through EPA certified third party contractors as per KE-SP-012 waste management procedure.
- e. Develop and maintain an effective Spill Prevention and Response Program; review on an annual basis.
- f. Shall communicate spill prevention and response program to third party contractors working in the facility.
- g. Shall ensure that spills are investigated, and reports are shared with Corp HSEQ.

Employees

- a. Attend training and awareness programs on spill prevention and response, when required.
- b. Read MSDS of the materials to be handled and be informed of the hazards involved.
- c. Maintain good housekeeping and safety practice to prevent spills.
- d. Report major spills immediately to the Supervisor and HSE Coordinator.
- e. Report minor spill immediately to the Supervisor.
- f. Take immediate measures to restrict spillage.
- g. Use the provided facilities and assigned PPE for spill cleanup.
- h. Comply with regulations regarding disposal of hazardous materials and waste.
- i. Cooperate with HSE Coordinator and other relevant personnel for spill investigations.

Contractor

- a. Ensure MSDS are readily available
- b. Maintain good housekeeping and safety practice to prevent spills.
- c. Clean-up minor spills in accordance with spill response plan and waste management procedure.
- d. Report major spill to the HSE Coordinator and Head of concerned department immediately.
- e. Notify affected people nearby immediately after a spill and take measures to protect employees, properties and the environment from the hazards caused by the spill.

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7.0 HAZARDOUS SUBSTANCE

Hazardous substance is any item or agent (biological, chemical, radiological, and/or physical), which has the potential to cause harm to humans, animals, or the environment, either by itself or through interaction with other factors.

7.1 Types of Hazardous Substance

Types of hazardous substances are mentioned as below:

- Carcinogen** chemical or physical agents that cause cancer;
- Developmental and reproductive hazards** cause adverse effects on male or female reproductive systems or on developing organisms;
- Corrosive substances** cause visible destruction or alterations in living tissue;
- Irritants** - cause reversible inflammatory effects on living tissue at the site of contact by a chemical;
- Hazardous substances with toxic effects of specific organs may damage organs** such as liver, nervous system, or blood;
- Allergens** cause an allergic reaction after repeated exposure
- Flammable liquids** have the potential to readily catch fire and burn in air;
- Explosive substances** may decompose under conditions of mechanical shock, elevated temperature, or chemical action, resulting in the release of large volumes of gases.

7.2 Route of Exposure

The major routes of exposure to hazardous substances at the workplace are inhalation and skin contact or absorption. Less frequently, these substances may be ingested, or injected into the body.

7.3 Labelling

All hazardous chemicals must be clearly labeled for the benefit of current users, emergency personnel, and future users. Make sure all labels are legible and in good condition. Repair or replace damaged or missing labels. Original manufacturers' labels must not be removed or defaced. Hazardous chemicals that are not in the manufacturer's original container (e.g., working solutions prepared in the lab) must, at a minimum, be labeled with the contents of the container.

Following points must be considered while labelling a container:

- Class of the hazardous substance with its specific hazard (example: Explosive, Flammable, Corrosive, etc.)
- An accurate description of the contents of the container.
- Generic names can be used if a separate list is maintained to indicate the chemical names and the approximate amounts.

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7.4 Segregation

Materials should always be segregated and stored according to their chemical family or hazard classification. The most common hazard classes include:

- a. Flammables/combustibles
- b. Corrosive acids
- c. Corrosive bases
- d. Toxics
- e. Highly toxics
- f. Oxidizers
- g. Compressed gases
- h. Cryogenics
- i. Water reactive
- j. Explosives

Accidental contact between incompatible chemicals can result in a fire, an explosion, the formation of highly toxic and/or flammable substances, or other potentially harmful reactions, for example; oxidizers mixed with flammable solvents can cause a fire or acids mixed with metal dust can produce flammable hydrogen gas.

The OSHA standards 49 CFR 174.81 – segregation of hazardous materials can be used as guidance material relating to segregation of hazardous materials as shown in **Appendix I**.

7.5 Storage Area and Handling Requirements

All hazardous materials must be stored in secured areas to prevent access by unauthorized personnel or any tampering. An accurate inventory tracking system must be established for effective emergency response program. The following basic storage area and handling requirements apply to all hazardous substances:

- a. Label storage areas according to the hazard classification.
- b. Store hazardous materials in clearly marked and controlled areas.
- c. Maintain a list of all hazardous material within the premises showing the name, quantity, location, and person responsible for handling the material.
- d. Label all containers of hazardous material properly with the following information:
 - i. Product name
 - ii. Word designating degree of hazard, i.e., DANGER, WARNING, POISON, etc.
 - iii. Statement of hazard, i.e., Flammable if exposed to..., etc.
 - iv. Precautionary measures to be taken or action to be avoided (avoid breathing vapor, keep away from heat, open flame, etc.)
 - v. Instructions in case of contact or exposure.
- e. Keep storage areas well lit, appropriately ventilated, and at a consistent, cool temperature.
- f. Eliminate ignition sources such as open flames, heat sources, or direct sunlight.
- g. Maintain safety data sheets that identify hazards, precautions, emergency procedures, etc., for each hazardous material purchased.

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- h. Prohibit smoking in the storage areas for flammable liquids. Restrict the carrying of matches, lighters, or any other device that can produce a spark.
- i. At unloading areas where flammable liquids are being transferred or pumped into smaller containers, an adequate electrically conductive path must exist. When a hose is used to fill containers with flammable liquids, the nozzle and the container must be electrically interconnected.
- j. Flammable liquids must not be handled, drawn, or dispensed where flammable vapors may reach a source of ignition. Electrical equipment and wiring in the safety storage area where flammable liquids are stored and handled must strictly adhere to the National Electrical Code.
- k. Employees responsible for the maintenance of the safety storage area where flammable and combustible liquids are stored must follow established procedures to control leakage and prevent the accidental escape of those liquids. Spills must be cleaned up promptly.
- l. When containers of flammable or combustible liquids are stacked on top of each other, they must be separated by dunnage (packing of bulky material) to provide stability and prevent excessive stress on container walls. Stacking height is to be consistent with the stability and strength of the containers. Containers must be stacked so that they cannot be tumbled.
- m. Hazardous materials must be provided with proper secondary containment. The volume of the secondary containment needs to be 110% of the volume of a single container or, if there are multiple containers, the larger of either 150% of the largest container volume or 110% of the total volume of all the containers.
- n. Compressed gas cylinders are to be hydrostatically tested by the supplier for signs of leaking or damage. Great care must be exercised in the handling of compressed gas cylinders.
 - i. They must never be dropped or banged against each other.
 - ii. They must be stored upright in a restricted, well-ventilated area away from any source of heat and away from electrical wiring, per the storage specifications defined by the manufacturer.
 - iii. They must be secured in an upright position by chain, cable, or other suitable means to prevent tumbling.
 - iv. Physical movement of compressed gas cylinders is restricted to authorized personnel.
 - v. Cylinders are to be moved by special hand trucks (where possible).
 - vi. When in transit, the cylinders are to be tied with support or bound to the hand trucks in as near an upright position as possible.
 - vii. Storage areas for compressed gases must be fire resistant, clean, free of combustible liquids, and well lighted.
 - viii. Empty cylinders must be marked and kept away from full ones.
 - ix. Full cylinders must be identified positively.
- o. Confine chemical storage areas so that leaks or spills are controlled.
- p. Prevent chemicals from running down sink, floor, or storm water drains. Clean up spills and drips immediately.
- q. Keep aisles, hallways, doorways, exits, and entryways clear.
- r. Keep emergency equipment such as fire extinguishers handy and in good working order.
- s. Combustible waste materials and residues in an operating area must be stored in metal containers.
- t. Inspect storage areas at least annually.

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7.6 Handling of Waste Generated from use of Hazardous Materials

Waste generation at the workplace should go through a plan consisting of segregation, reduction, recovery, reutilization, and recycling as per KE-SP-012. This will result in waste being recycled wherever possible.

Empty containers, cylinders, bulk bags and other packaging waste should be collected in a designated area for return to the supplier where applicable. The container or cylinders that cannot be returned to the supplier must go through appropriate cleaning methods or punctured at the bottom to exclude chances of reuse within community. The residual materials drained from these empty containers must be treated as hazardous waste (i.e. packed and remove from site for appropriate recycle/disposal).

8.0 SPILL MANAGEMENT OF HAZARDOUS MATERIAL

Spill is a direct or indirect discharge of material, substance or mixture into the workplace or environment from a container, vehicle, machinery, or structure, that is abnormal in quality or quantity in light of all the circumstance of the discharge. Spills will be either: major or minor, depending on the volume, location and hazard of the substance spilt. Flow chart in Figure - 1 can be used to define major or minor spill;

8.1 Major Spill

A major chemical spill will usually result in the immediate evacuation of the area, if not the entire building. For example: the uncontrolled release of ammonia from a gas cylinder in an unventilated enclosed area. The volume is large and may represent a high risk to persons in the area. Major spills require an external emergency response.

If any of the following apply, the spill is considered major.

- There is fire or potential for fire or explosion.
- The spill poses an immediate danger to life or health.
- There are injuries requiring medical attention.
- The properties or hazards of the spilled material are unknown.

8.2 Minor Spill

Minor spills are spills that do not meet the criteria of a major spill and can normally be dealt with internally. For example, small volume of concentrated Sulphuric Acid in a fume cupboard. Although the risk from concentrated acid is high it can easily be neutralized and removed.

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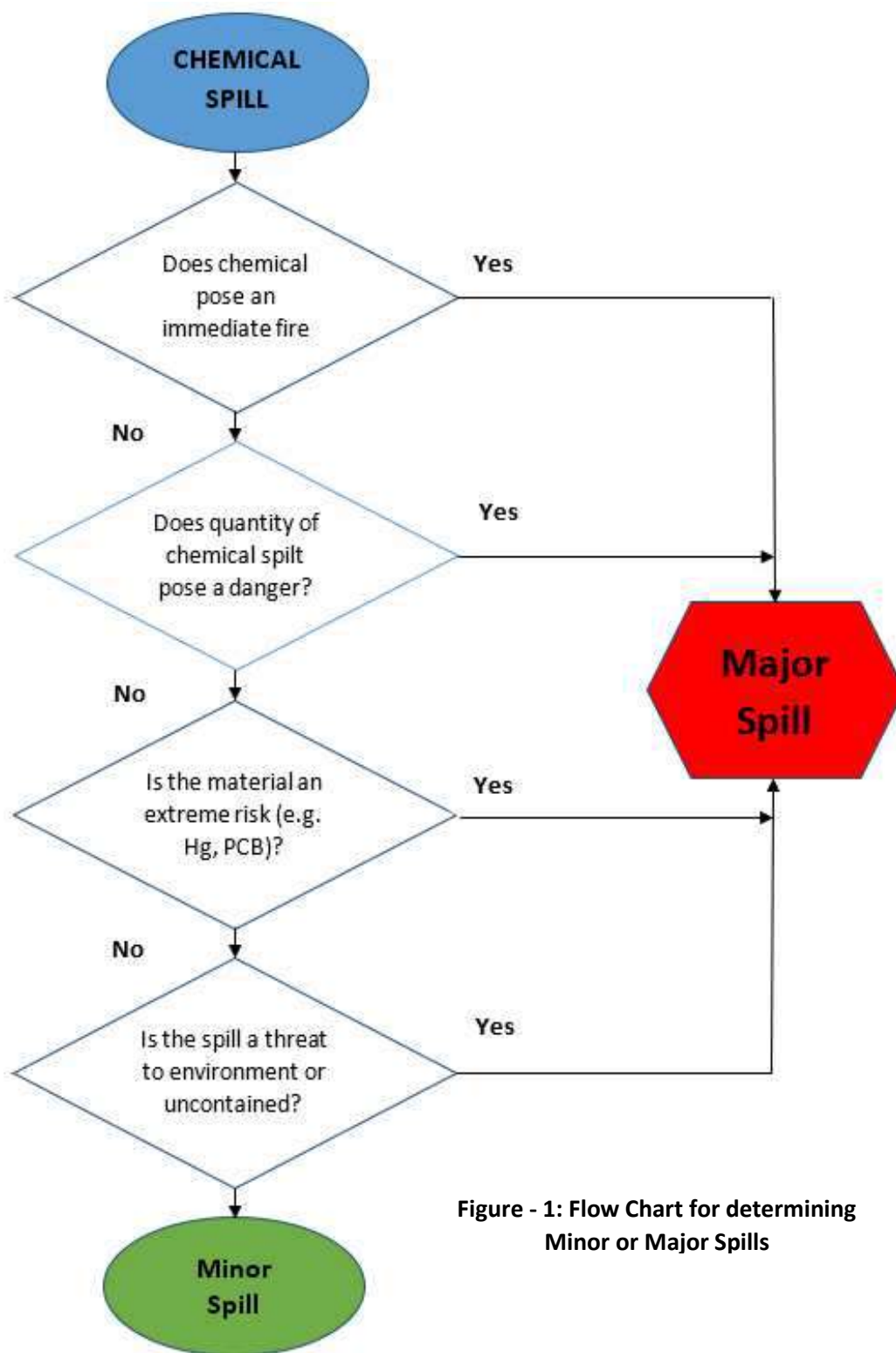


Figure - 1: Flow Chart for determining Minor or Major Spills

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8.3 Spill Prevention

The first step in spill response is to prevent the exposure, release, or spill from happening in the first place. The chemical storage area, or laboratory should be examined to identify measures that can be taken to minimize the risk of a release occurring. These measures can be identified during regular safety inspections. The precautions may include physical controls (secondary containment, safety cabinets), equipment inspection and maintenance, standard operating procedures (labeling, container specifications, lab procedures), or staff training.

Spills occur during following five types of activities for which, Material Safety Data Sheets (MSDSs) must be maintained reasonably available:

- Storage
- Transport
- Transfers or Decanting
- Handling and Usage
- Disposal

Following hierarchy of controls must be followed for spill prevention during storage and handling activities of hazardous substances;

Engineering Controls

Engineering controls involve installation and use of spill prevention devices and structures. Whenever practical, the following facilities should be used to prevent spills:

- Appropriate secondary containment or diversionary structures, which can hold the leakage of hazardous materials (i.e. berm/ dyke)
- Facility drainages
- Spill alarms
- Liquid transfer devices
- Portable spill prevention devices

Note: Take into account the characteristics of chemicals. A drain should not be used for hazardous chemicals.

Administrative Controls

The following are some examples of administrative controls:

- Make sure that all employees and contractors concerned have received necessary safety training and education.
- Keep chemical inventory up to date and all MSDS readily available.
- Review MSDS or other references for spill cleanup methods, materials and PPEs.
- Make annual planning for purchase of spill kits according to the hazard classes, properties and quantities of hazardous materials to be handled or stored.
- Check emergency facilities (such as eye washes, emergency showers) regularly to ensure that they are operational.
- Follow safe work procedures for material handling.
- Keep floors, platforms, ramps, stairs and walkways in a state of good repair and free of slipping and tripping hazards.

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- h. Maintain good housekeeping to prevent spills due to falling, knocking, or tripping over.
- i. Check containers regularly for leakage.
- j. Properly and promptly dispose of extra or obsolete materials that are corrosive or have a potential of pressure buildup.
- k. Place/store materials in accordance with safety and ergonomics principles and regulations.

8.4 Spill Response

There is a reduced risk to persons, property and the environment when teams have prepared a spill response plan. Emergency preparedness includes procedures for initial response to halt and/or contain spilled material, evacuating personnel, cleanup activity, emergency contacts, internal and external notifications to regulatory authorities, and incident documentation. In the event of a spill at any site, all employees and contractors will implement the following response plan:

Step 1: De-Ignition / De-Energize

- a. For spills of flammable materials, turn off ignition sources and de-energize hazardous energy sources immediately if reasonably accessible and safe to do so.
- b. Turn on emergency ventilation if applicable and safe to do so.
- c. Cover drainages to protect the environment if necessary and if time allows.

Step 2: Evacuation

- a. Leave the spill area and avoid being contaminated with the spill or breathing vapor, mists, gases, or dusts of the spilled material.
- b. Evacuate room and close the door or keep people away from the spill area by barriers or by sealing the area with flagging tape.
- c. Stay in the Cold Zone.

Step 3: Notification

- a. Notify persons in the immediate area that a spill has occurred.
- b. Notify Supervisor and HSE Coordinator that a spill has occurred.

Step 4: Personal Decontamination

- a. Immediately precede with personal decontamination procedures if contaminated with a hazardous material. Contaminated clothing must be removed immediately, and the skin must be flushed with water for a sufficiently long period of time (refer to MSDS). If contaminated or injured by an unknown substance or mixture, flush for at least 15 minutes.
- b. If necessary, seek first aid or medical help immediately after decontamination.

Step 5: Contact for Help

- a. Either the Supervisor or HSE Coordinator should be contacted for emergency services or urgent medical attention.
- b. BU Head will send delegate(s) to assess the spill scene.

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Step 6: Preparation for Clean-up

- Restrict access to the Hot Zone.
- HSE Coordinator will determine whether the spill scene needs to be preserved for accident/event investigation before cleanup.
- Trained personnel will be responsible for the containment and cleanup of a minor spill.
- Know the chemical name, hazards, and volume spilled (with the MSDS at hand).
- Wear proper PPE before cleaning-up the spill.
- Prevent environmental release by covering floor drains or by other appropriate means.

Note: Never enter contaminated atmosphere without proper protection. The use of a respirator requires specialized training. Never use a respirator without training and a fit test.

Step 7: Clean-up

- Where applicable, apply neutralizing, absorbers or detergent from edges of a spill or follow the guidance in MSDS.
- Use appropriate tools (refer to MSDS) to mix the spill with cleanup media and work from the perimeter of spill inwards to prevent spreading.
- If applicable, use a pH indicator to ensure mixture is neutralized.
- Brush/shovel mixture into a spill pan.

Note: An assistant stays outside the Hot Zone to offer help and maintain effective communication.

Step 8: Disposal

- Transfer the mixture to a disposal container.
- Identify chemicals involved in the mixture.
- Seal and label the container.
- Place the container in a designated ventilated area for disposal.

Note: Refer to the MSDS or consult pertinent professionals for disposal method and location if necessary.

Step 9: Decontamination

- Once the mixture has been removed, clean-up the spill area with a mild detergent and/or water, as appropriate (refer to MSDS).
- Properly decontaminate reusable PPE and other equipment.

Note: Cover drainages to protect the environment if necessary.

Step 10: Restoration

- Check PPE used for any damage and refill spill kits before storage.
- Repair damages caused by the spill and resume routine operations.

Step 11: Spill Investigation

An investigation should be conducted after a spill incident. The categorization and investigation should be performed in accordance with KE-SP-037 Environmental Incident Reporting Procedure.

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9.0 TRAINING & AWARENESS

Employees and contractors involved in the handling of hazardous materials must be adequately trained and educated on safe work procedures, spill prevention and response procedures. They must be able to answer three key questions:

- What spill hazard you may encounter in your work area?
- What precautions are required to prevent spills?
- What must you do in case of a spill?

People who are responsible for the cleanup of minor spills must be further trained on spill cleanup procedures, PPE (a fit test is required for respirator users), decontamination and waste disposal.

10.0 PROPER EQUIPMENT

Each business unit is responsible to ensure that the necessary spill preparedness and response equipment is available for their personnel and the hazards they deal with or may be exposed to during their work activities. The type of equipment required includes; first-aid equipment (including emergency eye washes/showers), personal protective equipment (gloves, eye protection, etc.), and spill cleanup supplies (absorbents, neutralizing agents, etc.). Spill kits and PPEs should be customized to account for specific hazards and conditions in each department, laboratory, work site, storage facility, room, or area.

11.0 DOCUMENTATION

Each department must keep an up-to-date and readily available inventory of hazardous substance present at the worksite, respective MSDS, records of training and education, spills and other pertinent information.

12.0 PROGRAM REVIEW

This Spill Response Program will be reviewed annually by the Departmental Head for the following:

- The effectiveness of the program and the procedures involved.
- First aid reports related to spill accidents.
- Documentation for training and education.

13.0 APPLICABILITY

- KE's management and non-management staff
- Third Party Contractors/Suppliers/Service Providers

14.0 LIST OF APPENDICES

APPENDIX – I: SEGREGATION OF HAZARDOUS SUBSTANCES

APPENDIX – II: CLASSES OF HAZARDOUS SUBSTANCES

APPENDIX – III: INVENTORY MANAGEMENT FORM



Appendix I: Segregation of Hazardous Material

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Class or Division	Notes	1.1 1.2	1.3	1.4	1.5	1.6	2.1	2.2	2.3 Gas Zone A	2.3 Gas Zone B	3	4.1	4.2	4.3	5.1	5.2	6.1 Liquids PGI Zone A	7	8 Liquids only
Explosives - 1.1 / 1.2	A	*	*	*	*	*	X	X	X	X	X	X	X	X	X	X	X	X	X
Explosives - 1.3		*	*	*	*	*	X		X	X	X		X	X	X	X	X		X
Explosives - 1.4		*	*	*	*	*	O		O	O	O		O				O		O
Very Insensitive Explosives - 1.5	A	*	*	*	*	*	X	X	X	X	X	X	X	X	X	X	X	X	X
Extremely Insensitive Explosives - 1.6		*	*	*	*	*													
Flammable Gases - 2.1		X	X	O	X				X	O							O	O	
Non-Toxic, Non- Flammable gases - 2.2		X			X														
Poisonous Gas Zone A - 2.3		X	X	O	X		X				X	X	X	X	X	X			X
Poisonous Gas Zone B - 2.3		X	X	O	X		O				O	O	O	O	O	O			O
Flammable Liquids - 3		X	X	O	X				X	O					O		X		
Flammable Solids - 4.1		X			X				X	O							X		O
Spontaneously Combustible Materials - 4.2		X	X	O	X				X	O							X		X
Dangerous When Wet Materials - 4.3		X	X		X				X	O							X		O
Oxidizers - 5.1	A	X	X		X				X	O	O						X		O
Organic Peroxides - 5.2		X	X		X				X	O							X		O
Poisonous Liquids PGI Zone A - 6.1		X	X	O	X		O				X	X	X	X	X	X			X
Radioactive Materials - 7		X			X		O												
Corrosive Liquids - 8		X	X	O	X				X	O		O	X	O	O	O	X		

	Appendix I: Segregation of Hazardous Material			
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X: These materials may not be loaded, transported, or stored together in the same transport vehicle or storage facility during transportation;

O: These materials may not be loaded, transported, or stored together in the same transport vehicle or storage facility during transportation unless separated in a manner that, in the event of leakage from packages under conditions normally incident to transportation, commingling of hazardous materials would not occur.

Notwithstanding the methods of separation employed, Class 8 (corrosive) liquids may not be loaded above or adjacent to Class 4 (flammable) or Class 5 (oxidizing) materials; except that shippers may load truckload shipments of such materials together when it is known that the mixture of contents would not cause a fire or a dangerous evolution of heat or gas

(*): Segregation among different Class 1 (explosive) materials is governed by the compatibility table;

A: Notwithstanding the requirements of the letter "X", ammonium nitrate (UN 1942) and ammonium nitrate fertilizer may be loaded or stored with Division 1.1 (Class A explosive) or Division 1.5 (blasting agents) materials;

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Class 1: Explosives	1.1 Mass explosion hazard 1.2 Projectile hazard 1.3 Minor blast/projectile/fire 1.4 Minor blast 1.5 Insensitive explosives 1.6 Very insensitive explosives	
Class 2: Compressed Gases	2.1: Flammable gases 2.2: Non-flammable, non-toxic gases 2.3: Toxic gases	
Class 3: Flammable Liquids	Flammable liquids flash point below 100°F Combustible liquids flashpoint at or above 100°F and below 200°F.	
Class 4: Flammable Solids	4.1: Flammable solids 4.2: Substances liable to spontaneous combustion 4.3: Substances which, in contact with water, emit flammable gases	

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Class 5: Oxidizers and Organic Peroxides	5.1: Oxidizing substances 5.2: Organic peroxides	
Class 6: Toxic Materials	6.1: Toxic substances 6.2: Infectious substances	
Class 7: Radioactive Materials	Radioactive I Radioactive II Radioactive III	
Class 8: Corrosive Materials	Destruction of the human skin Corrode steel at a rate of 0.25 inches per year	
Class 9: Miscellaneous	A material that presents a hazard but does not meet the definition of the other classes	

	Hazardous Substance Management			
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APPENDIX – III: INVENTORY MANAGEMENT FORM

S #	Chemical Name	Use	Storage Location	Storage Owner	State	No. of Containers	On-site Quantity	Type of Storage

LOCATION: -----

DATE: -----

HSE COORDINATOR: -----

DEPARTMENT/BU: -----