

Sola ADC Lenses Ltd. - Standard Operating Procedures

Page:	1 of 2.	No.:	TS-017-2.
Date:	02.07.2002.	DISPOSAL OF CHEMICALS FOLLOWING CESSATION OF PRODUCTION.	By: Martin Butler.
Supersedes:	TS-017-1.		Approved:

1. SCOPE

The scope of this procedure covers the disposal methods to be undertaken for chemical raw materials and laboratory chemicals in the event of closure and decommissioning of Sola ADC.

2. BACKGROUND

In the event of closedown or production terminating at Sola ADC in Wexford the following measures are to be adopted to ensure that surplus chemical materials are disposed of in a safe and responsible manner.

3. RESPONSIBILITY

The Plant Chemist is responsible for supervising the undertakings as described in this procedure.

4. PROCEDURE**4.1 Monomer and SIP Initiator**

If production were to cease at the plant it is assumed that quantities of monomer and SIP will be run down in such a manner that minimum amounts of initiator and initiator raw material remain.

Small amounts of initiator may be disposed of as per MSDS sheet instructions and similarly with small amounts of ISO Propyl Chloroformate and Sec Butyl Chloroformate and Hydrogen Peroxide.

Full containers of raw materials should be returned to their source.

Small amounts of CR39, CR307, TS1, TS2, and TS3 monomers may be polymerized and disposed of as per section 1.1. of procedure TS-015.

All full containers of monomer are to be shipped to a Sola manufacturing site, e.g. ROC, Brazil, for their use.

4.2 Solvents

All full containers of solvent (Acetone, IPA, Methanol, PMA, Ethoxy ethanol, IMS) are to be returned to source.

Waste solvents will be disposed of as per section 1.2 of procedure TS-015. All coolant (ex-Brine tank, chillers etc.) will be collected and disposed in conjunction with waste solvents.

MODIFICATIONS TO THIS DOCUMENT MAY OCCUR AFTER THIS DATE OF PRINTING 8-Feb-05
DO NOT PHOTOCOPY THIS SHEET

CIRCULATION ON THIS PROCEDURE: MASTER, Pat Healy.

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4.3 Resin Materials

All surplus unused Hard coating resin materials are to be shipped to sister companies or returned to their sources.

Small amounts of resin in the process and resin cleaning material are to be collected in drums and disposed as per section 2.4 of procedure TS-015.

4.4 Chemicals

Hydrochloric acid and Sodium Hydroxide used for water purification should be returned to their source.

Small amounts of KOH may be neutralized and disposed of as per MSDS instructions.

Small amounts of H_2SO_4 may be neutralized and disposed of as per MSDS instructions.

There is a large variety of small containers of diagnostic and analargrade chemicals stored in the TQMS Laboratory, these should be offered to local educational institutes. If this is not practical they may be returned to source or disposed of as per section 1.2 of procedure TS-015 (i.e. will be disposed of by a hazardous waste contractor).

Note A list of chemical raw materials is maintained in Ref 1(PP-055) Section 2(K). Material Safety Data Sheets are obtained for these chemicals and kept in Purchasing and Technical Services.

Sola ADC Lenses Ltd. - Standard Operating Procedures

Page:	1 of 1	DISPOSAL OF SCRAP EQUIPEMENT	No.:	GP-028-3
Date:	24.01.05		By:	Martin Butler.
Supersedes:	GP-028-2		Approved:	

1. SCOPE

This procedure applies to the monitoring and recording of redundant Plant equipment and its disposal. It takes into consideration the cost of storage / disposal verses reuse or recycling of equipment no longer used at the site. It also will take note of whether the equipment is required by any other Sola site.

This procedure is part of the HSE, 5 S and Sola Star standards.

2. RESPONSIBILITY

The Plant Facilities Manager is the coordinator for the disposal of scrap equipment. The Plant Chemist and Facilities Manager must ensure the equipment is classified correctly for waste disposal or reuse as per waste regulations and fill in any necessary forms if required. These will be maintained in the Waste Register Ref 4 (GP-008).

The Plant Manager, Financial Controller and Technical Manager must sign off on any equipment made redundant in the plant.

3. RELEVANT DOCUMENTATION

- This SOP Ref GP-028& Ref 1(GP-028)
- IPC Licence.
- Waste Management file.
- Legislation register
- Equipment documentation.

4. PROCEDURE

Equipment for disposal:

- 4.1 Details of equipment being made redundant must be recorded on Ref 1(GP-028).
- 4.2 Equipment should be certified as decontaminated or requiring decontamination prior to disposal.
- 4.4 The relevant waste disposal forms are then completed, and signed off and logged in the Waste disposal log sheet as per IPC Licence No. 62.

If Equipment is suitable for reuse or sale the following actions must be completed:

- 4.6 Equipment's asset value must be listed.
- 4.7 Equipment's sale value must be listed.
- 4.8 Any item for sale will be sold to at the highest value.
- 4.9 Sale must comply with general accepted accounting practices.
- 4.10 VAT will be added to the agreed price at the applicable rate.
- 4.11 Decontamination of equipment must be carried out if applicable
- 4.12 Equipment can only be sold once signed off by the Plant Manager, Technical Manager and Financial Controller.
- 4.13 Status of equipment is updated on Ref 1(GP-028) and transfer is signed off.
- 4.14 The Facilities Manager holds master copies of Ref 1 (GP-028) on file.