

Returnable Drum Program

Introduction

Help minimize solid waste and reduce disposal costs by participating in the Kodak Polychrome Graphics (KPG) Returnable Drum Program. This program offers a simple and convenient way to recycle empty chemical drums used in graphic arts processes.

How to Prepare Drums for Returns

The following guidelines are designed to assist in preparing the return of empty KPG drums in compliance with the shipping requirements set forth by the United States Department of Transportation (D.O.T.). As many states and local municipalities may have different requirements, be sure to check your local regulations.

1. All city, state, and federal regulations must be complied with.
2. The drums must have contained unprocessed KPG chemicals only. The following *empty* KPG plastic drums may be returned:
55 gallons (25 lbs)
30 gallons (18 lbs)
15 gallons (9 lbs)
3. The drums *must* be empty, with the outside free of chemicals. (According to EPA standards, the drums must contain 1 inch or less residue or no more than 3% by weight of the total capacity of the container for containers less than or equal to 110 gallons). It is not necessary to rinse the drums with water—just “empty”. If the drums are not empty, your facility will be billed for any charges associated with disposing of these drums and their contents.
4. Make sure both bungs (closures) are in place and that plugs are reinserted and tightened. If additional drum closures are needed, please contact the KPG Environmental Health & Safety Department at 1-877-KPGraphics for assistance.
5. No additional packaging is required; do *not* ship the drums on pallets.
6. Follow instructions for arranging the return of drums and preparing the Bill of Lading.

How to Return Empty Drums

The return transportation of empty drums is one of the major elements to the success of the program. Cooperation is needed to help us minimize transportation costs.

1. Accumulate as many drums as possible.
2. Ship a minimum of 5 drums and a maximum of 50 drums.
3. Contact National Container at 800-774-6956 at least 72 hours prior to the day the empty drums need to be picked up. The customer service representative will need the company name,

location, and contact information. ***If National Container is not the company used for pick up, your facility will be billed for transportation.***

4. National Container will fax you the following three forms and arrange for transportation:
 - a) A cover letter to be reviewed for instructions.
 - b) An empty container certification to be signed.
 - c) A preprinted Bill of Lading to be completed before pickup.
 - d) A one-time annual Return Program Guidelines form.
5. Sign the empty drum certificate, fill in the bill of lading according to the instructions below, sign the Return Program Guidelines, and fax them to National Container at 630-654-2141 ASAP to expedite the order. It is important that a copy of each form is retained for proof of return.
6. After receiving all the forms, National Container will put in the order for pick up and the drums will be picked up in approximately 5-7 business days.
7. The original Bill of Lading needs to go to the freight carrier driver when the drums are picked up and a signed copy of the empty drum certificate needs to be attached to one of the drums.

How to Fill Out the Bill of Lading

It is the shipping party's responsibility to comply with all United States Department of Transportation regulations when filling out a Bill of Lading.

1. The faxed bill of lading will have the "*Consigner*" and "*Shipper*" filled in by National Container. If it does not, please enter the full name and address of your company including zip code in the "*Shipper*" section and the date the shipment is picked up by the carrier.
2. Fill in the column marked "*Weight*" by multiplying the drum weight by the number of drums listed for that description.
3. Add the total number of empty drums. The total will go in the section marked "*Quantity*."
4. Sign the Bill of Lading under "*Shipper*" and "*Authorized Signature*."
5. Have the carrier sign the Bill of Lading under "*Freight Carrier*" and "*Authorized Signature*"
6. Fax the signed *Bill of Lading*, the *Empty Container Certification*, and the *Return Program Guidelines* forms to National Container at 630-654-2141. The original Bill of Lading needs to go to the freight carrier driver when the drums are picked up and a signed copy of the empty container certification should be attached to one of the drums.

DOT Training Requirements

The U.S. Department of Transportation (49 CFR Subpart H) requires shippers to train, test, and certify hazmat employees every three years in General Awareness, Safety, and all Function-Specific hazmat responsibilities. A "hazmat employee" is anyone involved in the classification, packaging, marking, labeling, documentation, loading/unloading, placarding, and transporting of hazardous materials. New employees or employees transferred into new job functions must be trained and certified within 90 days of assignment. Additionally, such employees are forbidden from performing their HAZMAT functions unless supervised by a fully trained certified employee. A record of current training, inclusive of the preceding three years shall be created and retained by each hazmat employer up to 90 days following employment termination.

More Information

This service is part of Kodak Polychrome Graphics Printer's Enviroservices Program (PEP). This consists of a comprehensive range of environmental and safety products and services specially designed to provide printers with cost effective solutions. For more information, please contact the KPG Environmental, Health & Safety Department by calling (877) KPGraphics or emailing PEP@KPGraphics.com.

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