

Tote Return Program

The Kodak Polychrome Graphics Tote Return Program offers a simple and convenient way to reuse chemical totes used in graphic arts processes. Customer participation in this program is vital to the program's success. Totes *must* be returned in order for Kodak Polychrome Graphics to continue to offer chemicals in bulk size. By participating in this program you will also help minimize solid waste.

The following guidelines are designed to assist you in preparing to return empty Kodak Polychrome Graphics totes in compliance with the shipping requirements set forth by the United States Department of Transportation (D.O.T.). Because states and localities may have different requirements, check your local regulations.

1. You must comply with all city, state, and federal regulations.
2. The totes must have contained fresh Kodak Polychrome Graphics chemicals only. You may return the following Kodak Polychrome Graphics *empty* plastic totes:
 - 220 gallons (445 lbs.) (limited availability)
 - 1,000 liters (139 lbs.)

The totes *must* be empty, with the outside free of chemicals. You do not have to rinse the totes with water—just be sure they're empty. If the totes are not empty, you will be billed for any charges associated with disposing of the totes.

According to EPA 40 CFR 261.7, "A container...is empty if:

- (i) All wastes have been removed that can be removed using the practices commonly employed to remove materials for that type of container, e.g., pouring, pumping, and aspirating, and
- (ii) No more than 2.5 centimeters (one inch) of residue remain on the bottom of the container...or
- (iii) (B) No more than 0.3 percent by weight of the total capacity of the container remains in the container...if the container is greater than 110 gallons in size."

3. Be sure all closures are in place and that any plugs are reinserted and tightened. Be sure that the original product labels are in place and not defaced in any manner. *Never* remove labels or paint over them.
4. No additional packaging is required; do *not* ship the totes on pallets.
5. Follow the instructions for arranging return transportation and preparing the Bill of Lading.

- Complete the Tote Tracking Sheet (page 5) and fax it to the Kodak Polychrome Graphics tote control center for tracking purposes: 770-232-2150.
- If you have any questions, please the Kodak Polychrome Graphics Hotline at 1-877-KPGraphics.

How to Return Empty Totes

The return transportation of empty totes is one of the major elements to the success of the program. Your cooperation is needed to help us minimize transportation costs.

- Contact Kodak Polychrome Graphics preferred carrier for your state 24 hours prior to the day you want the empty tote(s) picked up. If a toll free number is not available for your preferred carrier, please call them locally by looking them up in the phone book or call the Kodak Polychrome Graphics Hotline for assistance at 1-877-KPGraphics. If you do not use the preferred carrier for your state, you will be billed for the transportation charges. *If you are returning an empty tote that contained a hazardous material notify the carrier of this when you call.* The preferred carriers are:

State/Province	Preferred Carrier
Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, Washington D.C.	Conway Central Express 800-421-4007 www.con-way.com
Arizona, Arkansas, California, Colorado, Idaho, Iowa, Kansas, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wyoming	ABF Freightways 800-435-2213 www.abf.com
Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Virginia	Estes Express www.estes-express.com
Illinois, Indiana, Michigan, Minnesota, Missouri, Ohio, West Virginia, Wisconsin	USF Holland (616) 395-5000 www.usfholland.com
Ontario	Cavalier Transportation 800-263-2394 www.cavalier.ca

- Fill out the attached preprinted Kodak Polychrome Graphics Bill of Lading form. Follow the instructions listed in *How to Prepare the Bill of Lading*, below.

You need one Bill of Lading for each shipment. Please contact the Kodak Polychrome Graphics Hotline at 1-877-KPGraphics for Bill of Lading forms or assistance.

3. Distribute copies of the Bill of Lading form as follows:
 - Part 1—Customer retains as proof of return
 - Part 2 and Part 3—Give to transportation carrier
 - Part 4—Attach securely to one of the empty drums
4. If you have any questions, please call the Kodak Polychrome Graphics Hotline at 1-877-KPGraphics.

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. Failure to follow these instructions could result in the shipping party being in violation of the law.

1. Enter the full name and address of your company, including zip code, in the "Ship From" section.
2. Enter the date that the shipment is picked up by the carrier.
3. Enter the appropriate name for the carrier who will transport the shipment.
4. Determine the proper shipping description for each tote you are shipping. It is **IMPERATIVE** that all totes be properly described. Failure to do so could result in you being fined for failing to follow D.O.T. regulations.

Hazardous Residue Totes—If you are returning an empty tote that contained a hazardous material, you **must** check the HM (Hazardous Material) Column next to the proper shipping description of the product. Compare the hazardous material CAT No. on the tote to the list of CAT No.'s in Table 1 to determine the proper shipping description.

If you have an empty tote that contained a product labeled a hazardous material and it is not listed in Table 1, it cannot be returned at this time. Please call the Kodak Polychrome Graphics Hotline at 1-877-KPGraphics if you are not sure your empty tote can be returned.

Non-Hazardous Residue Totes—Any empty tote that did NOT contain a hazardous material, described as "F.A.K. (shipping containers, used, empty)" in Table 1, should be described as "F.A.K. (shipping containers, used, empty)" in the Bill of Lading.

5. Fill in the number of totes in the column marked "No. Of Pieces." Be sure that you list all totes under the proper description.
6. Fill in the column marked "Weight" by multiplying the tote weight by the number of totes listed for that description.
7. Add the total number of all regulated and non-regulated totes. Put this total in the section marked "Total Pieces."

8. Add the total weight of all regulated and non-regulated totes. Put this total in the section marked "Total Weight."
9. If you are shipping empty tote(s) from **CANADA**, write the following on the Bill of Lading: "**Customs broker: Danzas AEI on behalf of Kodak Polychrome Graphics**"
10. Sign the Bill of Lading where it says "Shipper" at the bottom of the form.
11. Have the carrier sign the Bill of Lading under "Per: (signature of carrier or driver)."
12. If you have used the hazardous materials (HM) column of the Bill of Lading, attach the supplied Emergency Response Guide #154 (Pages 6 & 7) to the Bill of Lading for your shipment. Call the driver's attention to the guidecard. If there is no guidecard supplied with this document call the Kodak Polychrome Graphics Hotline for assistance immediately at 1-877-KPGraphics. Use the hazardous materials (HM) column of the Bill of Lading only if you are shipping any products that are regulated by the D.O.T.

Table 1. Kodak Polychrome Graphics Tote Return Bill of Lading Proper Shipping Descriptions for Hazardous Materials and Non-Hazardous Materials

CAT No.	Product Name	<u>Proper Shipping Description</u>
0452748	PR 941 Premium TRI-X T5 tote	¹ F.A.K. (shipping containers, used, empty)
0452797	PR 961 Vistar HPQ (Emerald B F/S) T1 tote	¹ F.A.K. (shipping containers, used, empty)
0452839	PR 964 Vistar JXFS T5 tote	¹ F.A.K. (shipping containers, used, empty)
1027085	Silverstar Positive Plate Developer (1000 liter)	² F.A.K. (shipping containers, used, empty)
1127414	Plate Finisher 850 S (220 gallon)	F.A.K. (shipping containers, used, empty)
1168806	Negative Plate Developer 955 (220 gallon)	F.A.K. (shipping containers, used, empty)
1171446	ProTherm Concentrated Developer/Replenisher (1000 liter)	RESIDUE: Last contained Potassium Hydroxide, Solution, 8, UN1814, PG II
1206598	MX-1813 Developer (220 gallon)	RESIDUE: Last contained Potassium Hydroxide, Solution, 8, UN1814, PG III
8016982	Negative Plate Developer 956 (1000 liter)	F.A.K. (shipping containers, used, empty)
8244949	MX-1813 Developer (1000 liter)	RESIDUE: Last contained Potassium Hydroxide, Solution, 8, UN1814, PG III
8529505	Kodak Polychrome Graphics Positive/Thermal Developer, MX1710 (1000 liter)	RESIDUE: Last contained Potassium Hydroxide, Solution, 8, UN1814, PG II
8584146	ProTherm Concentrated Dev/Rep (220 gallon)	RESIDUE: Last contained Potassium Hydroxide, Solution, 8, UN1814, PG II
8865180	Plate Finisher 850 S (1000 liter)	F.A.K. (shipping containers, used, empty)

DISCONTINUED PRODUCTS: You can still return these totes, however you can no longer order the products

CAT No.	Product Name	<u>Proper Shipping Description</u>
1059070	ProNeg D-501 Plate Developer (1000 liter) (Discontinued)	¹ F.A.K. (shipping containers, used, empty)
1159375	Negative Plate Developer 955 (1000 liter) (Discontinued)	F.A.K. (shipping containers, used, empty)
1211127	Silverstar Positive Plate Developer (220 gallon) (Discontinued)	² F.A.K. (shipping containers, used, empty)
1459604	MX-1919 Regenerator (220 gallon) (Discontinued)	RESIDUE: Last contained Potassium Hydroxide, Solution, 8, UN1814, PG III
8914004	MX-1919 Regenerator (1000 liter) (Discontinued)	RESIDUE: Last contained Potassium Hydroxide, Solution, 8, UN1814, PG III

¹ F.A.K. = Freight All Kinds

² This product is exempt for corrosive to metals only. See 49 CFR 173.153(d)(i)

More Information

This bulletin is part of Kodak Polychrome Graphics Printers 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 KPG Environmental, Health & Safety Department at (877) KPGraphics. or PEP@KPGraphics.com.

TOTE RETURN PROGRAM

TOTE TRACKING SHEET

Company Name _____

Contact Person _____

Contact Phone # _____

Fax # and Email _____

Date Returned	Product Name	Tote Size	# of Totes	UN Certification#

Fax to: 770-232-2150

POTENTIAL HAZARDS

HEALTH

· **TOXIC; inhalation, ingestion, or skin contact with material may cause severe injury or death.**

- Contact with molten substance may cause severe burns to skin and eyes.
- Avoid any skin contact.
- Effects of contact or inhalation may be delayed.
- Fire may produce irritating, corrosive and/or toxic gases.
- Runoff from fire control or dilution water may be corrosive and/or toxic and cause pollution.

FIRE OR EXPLOSION

- Non-combustible, substance itself does not burn but may decompose upon heating to produce corrosive and/or toxic fumes.
- Some are oxidizers and may ignite combustibles (wood, paper, oil, clothing, etc.).
- Contact with metals may evolve flammable hydrogen gas.
- Containers may explode when heated.

PUBLIC SAFETY

· **CALL Emergency Response Telephone Number on Shipping Paper first. If Shipping Paper not available or no answer, refer to appropriate telephone number listed on the inside back cover.**

- Isolate spill or leak area immediately for at least 25 to 50 meters (80 to 160 feet) in all directions.
- Keep unauthorized personnel away.
- Stay upwind.
- Keep out of low areas.
- Ventilate enclosed areas.

PROTECTIVE CLOTHING

- Wear positive pressure self-contained breathing apparatus (SCBA).
- Wear chemical protective clothing which is specifically recommended by the manufacturer. It may provide little or no thermal protection.
- Structural firefighters' protective clothing provides limited protection in fire situations ONLY; it is not effective in spill situations.

EVACUATION

Spill

- See the Table of Initial Isolation and Protective Action Distances for highlighted substances. For non-highlighted substances, increase, in the downwind direction, as necessary, the isolation distance shown under "PUBLIC SAFETY".

Fire

- If tank, rail car or tank truck is involved in a fire, ISOLATE for 800 meters (1/2 mile) in all directions; also, consider initial evacuation for 800 meters (1/2 mile) in all directions.

EMERGENCY RESPONSE

FIRE

Small Fires

- Dry chemical, CO₂ or water spray.

Large Fires

- Dry chemical, CO₂, alcohol-resistant foam or water spray.

- Move containers from fire area if you can do it without risk.
- Dike fire control water for later disposal; do not scatter the material.

Fire involving Tanks or Car/Trailer Loads

- Fight fire from maximum distance or use unmanned hose holders or monitor nozzles.
- Do not get water inside containers.
- Cool containers with flooding quantities of water until well after fire is out.
- Withdraw immediately in case of rising sound from venting safety devices or discoloration of tank.
- ALWAYS stay away from tanks engulfed in fire.

SPILL OR LEAK

- ELIMINATE all ignition sources (no smoking, flares, sparks or flames in immediate area).
- Do not touch damaged containers or spilled material unless wearing appropriate protective clothing.
- Stop leak if you can do it without risk.
- Prevent entry into waterways, sewers, basements or confined areas.
- Absorb or cover with dry earth, sand or other non-combustible material and transfer to containers.
- DO NOT GET WATER INSIDE CONTAINERS.

FIRST AID

- Move victim to fresh air.
 - Call 911 or emergency medical service.
 - Apply artificial respiration if victim is not breathing.
 - **Do not use mouth-to-mouth method if victim ingested or inhaled the substance; induce artificial respiration with the aid of a pocket mask equipped with a one-way valve or other proper respiratory medical device.**
 - Administer oxygen if breathing is difficult.
 - Remove and isolate contaminated clothing and shoes.
 - In case of contact with substance, immediately flush skin or eyes with running water for at least 20 minutes.
 - For minor skin contact, avoid spreading material on unaffected skin.
 - Keep victim warm and quiet.
 - Effects of exposure (inhalation, ingestion or skin contact) to substance may be delayed.
 - Ensure that medical personnel are aware of the material(s) involved, and take precautions to protect themselves.
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