

Touch of Class Auto Detailing
51 Enfield St. Enfield, CT. 06082

Materials Management Plan

The following are general guidelines for evacuation, spill control, notification of proper authorities, and general emergency procedures in the event of a chemical incident in which there is potential for a significant release of hazardous materials.

1. Evacuation-Persons in the immediate vicinity of a spill should immediately evacuate the premises (except for employees with training in spill response in circumstances described below). If the spill is of “medium” or “large” size, or if the spill seems hazardous, immediately notify emergency response personnel by calling DEEP.
2. Spill Control Techniques Once a spill has occurred, the employee needs to decide whether the spill is small enough to handle without outside assistance. Only employees with training in spill response should attempt to contain or clean up a spill.
3. As soon as a spill is discovered, the initial action should be to protect personal safety and prevent the pollutant from entering nearby drainage ditches or storm water drop inlets.

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4. The person observing the spill should take immediate action to prevent further spillage and to confine the spilled material and are aware of the hazards associated with the materials spilled, have adequate ventilation, and proper personal protective equipment. If needed, an eyewash station can be readily accessed.

The following are instructions to contain and clean up a spill:

- If it's possible to do safely, stop the release immediately.
- Warn other employees and onsite personnel of the spill.
- Contain the spill by using absorbent materials, dirt, sand, or other relatively impervious material to dam up the spill and prevent further flow of the material from the spill area.
- A stockpile of readily accessible spill cleanup materials will be located near storage and maintenance areas.
- On paved surfaces, clean up spills with as little water as possible. Use a rag for small spills, a damp mop for general cleanup, and absorbent material for larger spills.

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- If it's possible use physical methods for the cleanup of dry chemicals (e.g., brooms, shovels, sweepers, or vacuums). Never hose down or bury dry material spills. Sweep up the material and dispose of properly. Use adsorbent materials on small spills rather than hosing down the spill. Remove the adsorbent materials promptly and dispose of properly.
- Should spillage reach the drainage ditches or storm water drop inlets, use available means to minimize amount of substance flowing into the ditch or drain and contain the substance at the discharge point. For soluble materials, use chemical absorbent, makeshift dams, or other means of confinement to prevent waterway contamination or the spread of further contamination.
- Immediate Emergency Contact person: Business owner, Jose Rosado, at 860-816-3189.
- If warranted, contact the Department of Energy and Environmental Protection (DEEP), and notify the Emergency Response Unit at 860-424-3338 or toll free 1-866-DEP-SPIL (1-866-337-7745), 24 hours/day. Should these number become unavailable for any reason, call 860-424-3333.

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A template (appendix 1) for chemicals will be used to document chemical product name, quantities, sizes, and storage location on site. It will be maintained by facility on a monthly basis and available for inspections.

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Appendix 1 **Materials Management Plan**

Chemical Name:	Hazardous:	Non-Hazardous:	Quantity:	Size:	Volume:	Container Type:	Storage Location:
Extreme Shine							
Aerosol Instant Spray							
Simonize Odor Out Kit							
Trimtastic/Simoniz®							
Vinyl & Leather Dressing							
Lime Scale Remover							
Nu Shine							
Brake Away							
Banana Express Wax							
Perma Scent New Car							
Strawberry Express Wax							
Correction Crème Compound							
Aerosol Citrus All Purpose Cleaner							
Carpet and Upholstery Cleaner							
Wash N Shine							
Cleaner Degreaser							
Body Gloss							
Vinyl and Leather Dressing							
Auto Foam Wash							
Crush Plus Degreaser							
Ready To Use (RTU) Waterless Wash & Wax							
Aerosol Graffiti & Stain Remover							
Polish Compound (Heavy Duty)							
Tuff Stuff							
Window Cleaner							
Amor All Ceramic							
Iron Deposit/Removal							
Ceramic Coating							

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