



2022 PERFORMANCE IMPROVEMENT AWARD – APPLICATION FORM



*Focus your application entries on describing programmatic performance improvement for the **June 2021 – May 2022** timeframe.*

The following information is a preview of the Gold, Silver, and Bronze Awards packet. All applicants may use this as a basis for collecting data and prompting answers before entering it into the online application.

Please note the following disqualification terms:

- Fatality at the facility during the past three years.
- Major regulatory violation including entering into a consent agreement and/or potential violation that is in the discussion/negotiation phase.
- Environmental event that adversely impacted a member (non-employee) of the community (Examples: Hospitalization, insurance claim, lawsuit, evacuation, etc.)
- Any use of your company name, identifier, reference to company location, or personnel names in text responses throughout the application – Sections 1-6.
- *Note: Minor regulatory violations will be reviewed on a case-by-case basis and may be cause for disqualification.*

The best way to prepare your answers is to download a copy of the application. Then when you are ready to submit the application, copy and paste the answers into the online platform.

Company Information *(Each facility must submit a separate application).*

- **Company Name** *(as it should appear on Awards Plaque):*
- **Facility Name** *(as it should appear on Awards Plaque):*
- **Facility Mailing Address (Street Address):**
- **City:**
- **State:**
- **Zip Code:**

- **Company President/CEO:**

- **Plant Manager:**
- **Telephone Number:**
- **Email Address:**

- **ChemStewards® Coordinator:**
- **Telephone Number:**
- **Email Address:**
- **Signature**
- **Date:**



Section 1: General Questions

- 1. What is this facility's ChemStewards® Tier Level (not DHS tier level)?**
 - Tier 1
 - Tier 2
 - Tier 3

- 2. How many employees work at this facility (not company)?**
 - 1-50
 - 51-100
 - 101-150
 - 151-200
 - 201 and greater

- 3. Select one that best describes your facility's type of operation.**
 - Laboratory/Pilot Scale operation only with <10,000lbs/yr. production volume
 - Blending & Mixing Only
 - Reaction Chemistry including laboratory/pilot scale operation with >10,000lbs/yr. production volume

- 4. Is your facility part of a larger network that has access to corporate (EHS) resources?**
 - Yes
 - No

- 5. Is this facility ChemStewards® certified?**
 - Yes
 - No

- 6. Has this facility had any work-related fatalities in the past 3 years?**
 - Yes
 - No
 - If yes, please see the disqualification terms located in the General Rules or at the top of this application.

- 7. Does your facility have any EHS&S regulatory violations issued or potential violations (i.e in discussion or negotiation phase) in the last 36 months? If yes, explain below.**
 - Yes
 - No
 - If yes, please contact Joe Dettinger (JDettinger@socma.org) and Tammy Netherland (TNetherland@socma.org), prior to completing your application.



8. Has this facility had a plant site incident or environmental event that has adversely impacted a member of the public from June 1, 2021 – May 1, 2022?

Examples: (Examples: Hospitalization, insurance claim, lawsuit, evacuation, etc.)

- Yes
- No
- If yes, please contact Joe Dettinger (JDettinger@socma.org) and Tammy Netherland (TNetherland@socma.org), prior to completing your application.

9. Has this facility had a plant site incident or environmental event that has adversely impacted an internal stakeholder from June 1, 2021 – May 1, 2022?

Examples: (Examples: Hospitalization, insurance claim, lawsuit, evacuation, etc.)

- Yes
- No
- If yes, please contact Joe Dettinger (JDettinger@socma.org) and Tammy Netherland (TNetherland@socma.org), prior to completing your application.

10. Has an environmental, health and safety management review been conducted in the past year? *Management Review Definition: Should be some type of formal process and signed off by more than one person in management. (Example: ISO, Internal Audit by customer/contractor, corporate audit, etc.)*

- Yes
- No
- If yes, include date(s) and brief description. _____
- If no, explain why it did not occur. _____

11. Is this facility subject to RMP and/or PSM regulations?

- Facility is subject to one or both programs
- Facility is not subject to either program

12. Does your facility handle toxic chemicals? (Chemicals with GHS health rating of 1 or 2)

- Yes
- No

13. Does your facility handle OSHA flammable chemicals? (Chemicals with flash point < 100F)

- Yes
- No

14. Do your facility operations include high temperature (above 100°C) and/or high pressure (above 15psi) processes?

- Yes
- No

19. Has this facility been certified by any other recognized EHS&S Management System, such as OHSAs 18001 or ISO 14001?

- Yes
 - No
 - If yes, please list:
-

20. List any environmental, health, safety or security recognition that this facility held or received during the **June 1, 2021 – May 1, 2022, time period?**

(Not a ChemStewards/SOCMA award)

Please list the awards/recognitions, what they stand for and date received.



Section 2: Core Principle – Stakeholder Communications

1. What efforts have been made during the time period **June 1, 2021 – May 1, 2022**, to improve the facility’s stakeholder communication? Focus your answer on the new aspects of your program and the results yielded. *[character count limit = 3,000]*

2. Showcase how your facility has improved communication with and engage employees, business partners and the community to foster a greater understanding of EHS&S matters.
3. Focus on communication improvements over the past year.
4. Describe meetings and participation conducted for each attendee category below. Click “Add Meeting” to create new entry. Click here [\[insert link\]](#) to view sample answers to section 2.

Instruction for completing chart below:

i. Attendee Category

- Corporate/Senior Management: Includes president, VPs, directors and managers above plant management level.
- Plant Management: Includes plant manager, production managers, functional area managers, i.e., quality, EHS, purchasing, etc.
- Outside/External Stakeholders: Includes customers, customer audits, buyers and response teams, etc.
- Neighborhood/Community: Includes community leaders, local government, response teams, etc.
- LEPC (Local Emergency Planning Committee) or similar: if including LEPC or similar, indicate the name of the committee.

Note: By adding LEPC or similar type meetings, you are indicating that your company participated and is considered an “active member” of this committee.

ii. Attendee Description [create checkboxes in each category]

Indicate attendee title

a. Corporate Senior/Management *(at corporate level - above plant management)*

- President CEO VP Human Resources VP Operations VP of Sales & Marketing Other

b. Corporate level directors and managers (*above plant management level*)

- Dir of Engineering
 Dir or Manager HR
 Dir or Manager Operations
 Dir or Manager of EHS
 Dir or Manager of Logistics
 Dir or Manager of Sales & Marketing
 Other

c. Plant Management

- Superintendent
 Plant Manager
 Maintenance Manager
 Production Manager
 Technical Manager
 Administrative Manager
 Quality Manager
 R&D Manager
 Purchasing Manager
 Supply Chain Manager
 EHS Manager
 Lab Manager
 Site Leader
 Other

d. Plant Personnel

- EHS Specialist
 Shift Supervisors
 Operators
 Lab Personnel
 Chemist
 Technicians
 Maintenance
 Engineers
 Sales
 Other

e. Outside/External Stakeholders

- Customers (Buyers, chemists, etc.)
 Customer auditors
 Regulatory agency
 Other

f. Neighborhood/Community

- Community member/leader
 Local community government officials
 Other

g. LEPC (Local Emergency Planning Committee) or similar: if including LEPC or similar, indicate the name of the committee.

- Response teams (Law enforcement, Fire Department)
 Emergency Medical Responders
 Other

iii. Meeting Title

Insert title or brief description of meeting

iv. Date (Month/Year)

Indicate month and year of meeting or frequency for more frequent meetings.

v. Main Topics Discussed

Include a high-level description of topics or meeting agenda.

vi. [Click here for example entries.](#)



Attendee Category *[Drop down from selection above]*

Attendee Description *[Checkboxes]*

Meeting Title *[character count limit = 70]*

Meeting Frequency *[checkboxes – options: Daily, Weekly, Monthly, Bi-monthly, Quarterly, Annually]*

Date (Month/Year) *[character count limit = 20]*

Main Topics Discussed *[character count limit = 315]*

[**ADD MEETING**](#)

5. Does your facility have a system for ensuring that contractors and visitors are made aware of the applicable environmental, health, safety, or security requirements of the facility?

Contractor?

- Yes
- No

Key Components (check all that apply):

- It is a Written program. (Policy or Document)
- Contractors/Visitors are required to go through formal training.
- This is some type of annual verification/audit.
- It is a new program or have made improvements to existing program in the last 12 months.
- Other: _____ [*character count limit = 200*]

Visitor?

- Yes
- No

Key Components (check all that apply):

- It is a Written program. (Policy or Document)
- Contractors/Visitors are required to go through formal training.
- This is some type of annual verification/audit.
- It is a new program or have made improvements to existing program in the last 12 months.
- Other: _____ [*character count limit = 200*]



Section 3: Core Principle - Product Stewardship

We will promote the concepts of product stewardship throughout a product's lifecycle.

1. What efforts have been made during the time period **June 1, 2021 – May 1, 2022**, to improve the facility's product stewardship program? Focus your answer on the new aspects of your program and the results yielded. *[character count limit = 3,000]*

2. Describe how this facility's product stewardship program provides customers, distributors, and other product receivers with information on the safe use, transport and dispose of chemicals? *[character count limit = 1,500]*

3. Describe how product stewardship is considered during product development phase. *[character count limit = 1,200]*

4. How does this facility obtain and evaluate product risk information (i.e., chemical, physical, regulatory, environmental, and toxicological, potential accidents/incidents, and exposure from release)? *[character count limit = 1,500]*



Section 4: Core Principle Question - EHS&S in Planning and Operations

We will make EHS&S considerations a priority in our planning and operations for all new and existing products and processes.

1. **What efforts have been made during the time period June 1, 2021 – May 1, 2022, to improve the facility's planning and operations for all new and existing products and processes?** Focus your answer on the new aspects of your program are and the results yielded. *[character count limit = 3,000]*

2. **Community & Environment Focus: How does this facility manage the risk to the environment and community from the facility's operations?** *Definition of Risk: Possibility of loss or injury. [character count limit = 1,500]*

Key Components (check all that apply):

- It is a Written program. (Policy or Document)
- A committee meets regularly to manage risk concerning the environment.
- The facility has a system to communicate risk to those potentially affected.

3. **Employee Focus: How does this facility manage risks and hazards to employees from facility operations? Please describe below.** *[character count limit = 1,500]*

Key Components (check all that apply):

- It is a Written program. (Policy or Document)
- A committee meets regularly to manage risk concerning the environment.
- The facility has a system to communicate risk to those potentially affected.

4. **Security Focus: How does this facility manage risk associated with security of the facility operations? Please describe below.** *[character count limit = 1,500]*

Key Components (check all that apply):

- It is a Written program. (Policy or Document)
- A committee meets regularly to manage risk concerning the environment.
- The facility has a system to communicate risk to those potentially affected.



5. Does this facility use metrics to monitor and measure key characteristics of operations and activities that have significant EHS&S consequences?

- Yes
- No
- If yes, describe the metrics that were used to monitor and measure key characteristics of operations and activities that have significant EHS&S consequence. [*character count limit = 750*]

6. How does this facility incorporate risk planning and results into their management system? [*character count limit = 1,500*]

7. How does EHS&S learn about new operation systems and procedures? How does the operations team learn about EHS&S updates? Describe the communication process. [*character count limit = 1,500*]



Section 5: Core Principle - Employee Training and Engagement

We will train employees in their EHS&S responsibilities and promote involvement and accountability in these areas.

1. **What efforts have been made during the time period **June 1, 2021 – May 1, 2022**, to improve the facility's training and employee engagement program?** Focus your answer on the new aspects of your program are and the results yielded. *[character count limit = 3,000]*

2. **Describe the facility's on-going training program for new and existing employees.** *(Topics, frequency of training, department, type of assessment, review frequency)* *[character count limit = 3,000]*

3. **How does this facility establish and maintain dialogue with employees about relevant risks at the facility and the facility's impact on the environment, health, safety and security?** *[character count limit = 1,800]*

4. **What forum do employees have to provide feedback on EHS&S matters?** *[character count limit = 1,200]*

5. **What other forms of training does the facility provide that is beyond regulatory requirement?** *[character count limit = 900]*



Section 6: Core Principle - Resource Management and Waste Minimization

We will continuously strive to use resources efficiently and minimize waste.

1. What efforts have been made during the time period **June 1, 2021 – May 1, 2022**, to improve the facility's resource management and waste minimization program? Focus your answer on the new aspects of your program and the results yielded. *[character count limit = 3,000]*

2. Describe the facility's waste management and release program including efforts made to reduce offsite waste disposal, volume & toxicity of waste; and efforts to increase recycling activity. *[character count limit = 900]*

3. List the facility's objectives and targets that include resource management and/or waste minimization. *[character count limit = 900]*

4. How did this facility measure or estimate waste generated and released into the air, water, and land during the time period **June 1, 2021 – May 1, 2022**? *[character count limit = 900]*

5. List your facility's total offsite waste disposal (per lb of production) in the last 3 years.

2019: _____

2020: _____

2021: _____