



2021 PERFORMANCE IMPROVEMENT AWARD – APPLICATION FORM



Focus your application entries on describing programmatic performance improvement for the June 2020-May 2021 timeframe, not overall compliance program elements.

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 you when you are ready to submit the application you can copy and paste the answers into the online application.

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):*
- **Company President/CEO:**
- **Facility Mailing Address (Street Address):**
- **City:**
- **State:**
- **Zip Code:**
- **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 describe 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 July 1, 2020 – April 30, 2021?

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 July 1, 2020 – April 30, 2021?

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. Does 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 July 1, 2020 – April 30, 2021 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 July 1, 2020 – April 30, 2021 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]*
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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 July 1, 2020 – April 30, 2021 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 July 1, 2020 to April 30, 2021 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 July 1, 2020 to April 30, 2021 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 July 1, 2020 to April 30, 2021 to improve the facility's resource management and waste minimization 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 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 July 1, 2020 – April 30, 2021? [character count limit = 900]**

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

2018: _____

2019: _____

2020: _____