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MATERIALS, CHEMICALS & WASTE POLICY

PURPOSE

This policy provides guidelines for safely handling, storing, and disposing chemical and hazardous waste.

RESPONSIBILITY FOR CHEMICAL AND HAZARDOUS WASTE

PT BUKIT MURIA JAYA (BMJ) and all employees are responsible for safe work practices and procedures in their respective work areas. BMJ and all employees working with chemical and/or hazardous waste must coordinate its proper disposal with the environmental health, safety, and hazardous waste officer.

The cooperation of all supervisors and personnel is necessary to make laboratories and areas where chemicals are utilized safe places to learn and work

HAZARDOUS MATERIALS AND WASTE DEFINED

According to the Indonesian government law, hazardous waste is ignitable (flash point of < 60 C) and very flammable < 24 C; or corrosive (pH of < 2 or > 12.5). Reactive chemicals, radioactive materials, poisonous materials, carcinogens, biohazards, compressed gasses, toxic chemicals, infectious items, and other specifically listed materials by the Indonesian government law are considered toxic or toxic waste. Hazardous wastes may include byproducts from chemical reactions or unwanted commercial products. The Appointed Officer provides guidance for handling and proper disposal.

MATERIAL SAFETY DATA SHEETS (MSDSs) OR SAFETY DATA SHEETS (SDSs) REQUIRED

Material safety data sheets (MSDS) or safety data sheets (SDS), which can be obtained from our suppliers or may be found on the website of the material's manufacturer are good sources of information for determining whether a particular material meets criteria to be designated as hazardous. MSDSs/SDSs must be available in laboratories or other spaces where chemicals are used or stored. All chemicals must be labeled and stored properly in appropriate containers. User are responsible for ensuring them to maintain each of its lab's or other spaces where chemicals are used or stored MSDS/SDS sheets.

DISPOSAL OF HAZARDOUS WASTE

Hazardous waste may not be disposed of in the trash or drain.

Hazardous waste must be collected, submitted to the legal third party and shipped to a permitted facility. Improperly managed hazardous waste presents a safety hazard to employees, creates a physical hazard and creates an environmental hazard should releases occur to the air, ground, or water.

HAZARDOUS WASTE ACCUMULATION AND STORAGE

User must follow these guidelines for accumulating and storing hazardous waste.

Material Safety Data Sheets/Safety Data Sheets (MSDSs/SDSs) must be accurate and maintained in a designated place in any area containing chemicals or hazardous waste.

1. Appropriate personal protective equipment (eye protection, gloves, aprons, etc.) must be worn when dealing with chemicals and hazardous materials or waste.
 - a. Hazardous waste should be stored in or near the lab where it is generated. Waste should be consolidated in one place in the lab rather than different cabinets and countertops.
 - b. A single hazardous waste accumulation area is appropriate for a suite of labs under the supervision and control of the same supervisor.
 - c. All lab occupants must be familiar with the activities/experiments of the lab.
2. Waste material must be compatible with the collection container (e.g., corrosives must not be stored/collected in metal containers). When possible, plastic containers are preferred to glass, as they are less likely to break.
3. Only similar wastes should be collected in the same container. Mixing incompatible types of wastes may cause a chemical reaction or increase disposal costs. It may be necessary to have different waste containers accumulating materials (e.g., one for non-chlorinated flammable solvents, another for acids, etc.).
4. All chemical/hazardous waste must be collected in tightly closing, leak-proof containers that must be kept closed except when adding waste. Stoppered glassware or beakers are not appropriate waste collection containers. Waste may not be deposited into the river. Hazardous waste containers must be labeled with symbol and the words "Hazardous Waste" in addition to the specific chemical contents.
 - a. The label must list the specific contents (e.g., flammable solvents—acetone, hexane, etc.).
 - b. Chemical names must be completely spelled out; abbreviations or chemical structures are not in accordance with regulations.
 - c. If empty commercial chemical containers are used to collect waste, the old chemical label must be obliterated and a new label affixed to the container.
 - d. Only the appointed officer has authorization to remove chemical or hazardous waste after receiving notification from the employee responsible for the MSDS/SDS sheet.
5. Chemical and waste containers must not be stored where a spill could cause a release to the environment. Containers should not be stored next to sinks or in hoods with sinks. Containers should not be stored on the floor, particularly in rooms with floor drains.

REMOVAL OF CHEMICAL WASTE

Chemical or hazardous waste must be removed as soon as possible in accordance with Indonesian Government law and expectations outlined in this policy. Appointed officer liaisons should coordinate disposal to ensure efficient use of supplies.

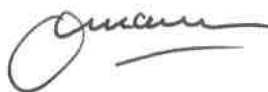
The Appointed Officer liaison must notify the user to arrange the disposal of chemical or hazardous waste by completing a Chemical/Waste Disposal Form that notes the type and quantity of the waste and the container size. The original Chemical/Waste Disposal Form must be sent to the Appointed Officer, and a copy must be attached to the waste container. If many different wastes are being disposed, a list that includes all the pertinent information from the Chemical/Waste Disposal Form may be submitted.

When it is necessary to dispose of chemicals, all containers must be in good condition, sealed tightly, free of spillage on the outside of the container, and clearly labeled for transport. The Appointed Officer liaison must contact the user to schedule removal/disposal. The Appointed Officer will remove the waste.

STORAGE AND CHEMICAL/HAZARDOUS MATERIAL INVENTORY MANAGEMENT

1. A written current chemical inventory shall be maintained for each area location that stores/uses hazardous chemicals.
 - a. The inventory list should include the location where the material is stored, the material name, manufacturer, CAS#, quantity, major characteristic (e.g., flammable, corrosive, toxic, reactive), and expiration date.
 - b. The inventory in each location should be checked on a bi-annual basis. The Appointed Officer will conduct periodic inventory audits.
 - c. Copies of the current inventory and location of chemicals should be provided to the Appointed Officer each semester.
2. Disposal arrangement for outdated chemicals or chemicals approaching end of shelf life should be done at the time of inventory.

Karawang, Januari 01st 2023



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CEO