



RESPECT

Self-Audit Entry Booklet

Entry Deadline: April 30



The miracles of science

Entry Deadline
April 30!

Environmental Respect Awards

Self-Audit Entry Booklet- Vegetation Management

Established and conducted by DuPont Crop Protection and CropLife™ Magazine.

How to Complete This Entry Booklet

An accurate and honest evaluation of your operation is necessary if you are to be considered for the Environmental Respect Award. All information you provide in this entry booklet will be kept confidential throughout the judging process. To complete your entry, follow these steps.

1. Answer all questions in the confidential self-audit. For each question check the box that best describes your operation. Check the "N/A" ("Not Applicable") response only in the following situations:
 - Your company does not handle the product referred to in the question. For example, if you do not have bulk tanks, you would check "N/A" for questions that refer to bulk tanks.
 - The question references a condition, procedure or physical attribute that does not apply to your facility. For example, if your water comes from a municipal water supply, you would check "N/A" for questions that refer to wellhead protection.
 - All unanswered questions are counted as a "no" response, which could have a negative impact on your overall evaluation.
2. Supply photos and supporting material important to your entry. In the final selection process added emphasis is placed on the supporting material you include with your entry. Photos do make a difference!
 - Attach photos and supporting evidence representing only the facility or outlet indicated in the applicant information section. One outlet per entry will be accepted.
 - Include any printed material you want to use as supporting evidence. Printed material may be newspaper and magazine articles about your business, material used to communicate with and educate your community or emergency response plans or facility maps. Please limit this material to 10 pages maximum.
3. Write your personal views on environmental respect and its impact on your business in the space provided for comments in Section M. These comments are very important during the judging process.
4. Complete the applicant and DuPont information in Section N located inside the back cover.
5. Send your completed entry to: Environmental Respect Awards
37733 Euclid Avenue
Willoughby, OH 44094
Ph: 440-942-2000 Fax: 440-975-3447

Note: This self-audit is intended to be a service to vegetation managers and retail fertilizer/agricultural chemical dealers. The information is considered dependable and responsible, but DuPont Crop Protection and Clear Window, Inc. make no express or implied warranties as to the accuracy or use of this evaluation and assume no liability for any injury or damage, direct or consequential, which may be incurred from the use of the material herein. Vegetation managers and retail dealers of fertilizer and agricultural chemical products are advised that the storage, handling and use of the products, and other management practices at their places of business, are governed by federal, state and local laws. Readers must use discretion to determine the applicability and suitability of this document to their own situations.

Section A: Materials Transfer and Transport

Yes No N/A

- 1 Are all of your tanks, pipes, hoses, pumps, valves and electrical components in good condition?
- 2 Is your agitation excellent, actively rolling the top of the surface in the tank?
- 3 Are loading and unloading lines labeled with the product they are used for?
- 4 Are your nozzles appropriate for VMF work? Date last changed: _____
- 5 Have you discussed safety performance standards with the vehicles and operators you use for transport (your own or an outside carrier), and do they meet acceptable safety and performance standards?
- 6 Is spilled material prevented from being tracked by trucks beyond the transfer area?

Yes No N/A

- 7 Do tanks and hoses, including recirculation lines, have shut-off valves?
- 8 Are there spill buckets located at each transfer point?
- 9 Are correct lines and couplers provided at each transfer point?

Comments:

Please attach photo(s) relating to Materials Transfer here.

**YOUR PHOTO
GOES
HERE!**

Section B: Storage

Yes No N/A

- 1 Is rainwater diverted from dry storage?
- 2 Are tanks free of visible stress cracks, punctures, corrosion, other defects, or signs of leakage?
- 3 If a common manifold exists, is there a procedure in place to prevent cross-contamination?
- 4 Are all storage tanks and/or buildings labeled including a label book, net contents, and NFPA 704-diamond signs?
- 5 Are all storage tank inlet and outlet valves stainless steel ball valves?
- 6 Are the inlet/outlet valves locked or secured when not in use?
- 7 Is the containment volume equal to at least 110% of the largest tank's capacity or a volume compliant with state regulations, whichever is greater?
- 8 Have the containment floor and walls been covered with an impervious coating?
- 9 Are all pipes within containment or routed over the dike wall?
- 10 Are seams and cracks in containment floor and walls sealed?
- 11 Are there overall procedures or alarms to detect leaking tanks?
- 12 All all containment drains permanently sealed?
- 13 Are there visible safety reminders and warnings in storage areas?

Yes No N/A

- 14 Is portable fire extinguishing equipment located throughout storage areas?
- 15 Are tanks under roof vented to the outside?
- 16 Is the facility situated above the flood plain and accessible in all types of weather?

Comments:

Please attach photo(s) relating to Water Source/Rinsing here.

**YOUR PHOTO
GOES
HERE!**

Section D: Water/Rinsing

Yes No N/A

- | | | | |
|-------------------------------------|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 1 If you use a municipal water supply, is this supply protected against back-siphoning? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 2 If an on-site well supplies the plant, is the well head elevated or curbed to prevent leaks and spills from entering the well? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 3 Is the wellhead protected against back-siphoning? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 4 Is the rinse pad curbed to prevent rinsate from being washed off the pad? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 5 Is rinsate segregated by crop for reuse? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 6 Is the rinsate recycled for spraying on the field? |

Section E: Shops & Fuels

Yes No N/A

- | | | | |
|-------------------------------------|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 1 Are above ground fuel tanks contained? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 2 Is the containment volume of your above ground fuel tanks equal to 110 percent of largest tank's capacity? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 3 Are underground tanks registered? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 4 If used oil is stored in drums, are these drums properly labeled and stored in contained areas? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 5 Are chemical materials, solvents, paints and lubricants clearly and accurately labeled? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 6 Are solvents and other flammables properly stored and segregated from other chemicals? |

Section F: Safety and Security

Yes	No	N/A	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		1 Is your property fenced?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		2 Have you implemented a process of regularly scheduled inspection and/or testing for your fencing and other security measures?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		3 Do you have a sign at your gate or entrance directing all visitors to check in at your office upon arrival?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		4 Are sight gauges on tanks valved and out of trespassers' reach?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		5 Are fuel and product tanks and lines near vehicle traffic lanes adequately guarded against damage from vehicle collisions?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		6 Do you use the appropriate adjuvants and drift control agents?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		7 Do you use the appropriate measuring devices and check and log their calibration?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		8 Is there a security system in the storage area (i.e., electronic alarm, security camera or night watchman)?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		9 Do your cleanup and container disposal practices meet state requirements?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		10 Have you familiarized local law enforcement with your on-site security measures?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		11 Have you updated your LEPC Local Emergency Plan to include responses to criminal or terrorist action?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		12 Does your agency or company have a good safety record with no "major" Department of Agriculture fines within the last five years?

Yes	No	N/A	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		13 Have you held briefings for your employees on techniques to identify unfamiliar/suspicious individuals and/or unusual transactions?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		14 Do your employees check driver ID at pick-up time, make sure they have the proper pick-up number, and make sure truck seal numbers match the documentation?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		15 Is your written emergency plan available and current, and does it include current emergency contact information?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		16 Do you have emergency contact information for your facility posted outside on the location property?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		17 Are your employees required to wear the correct protective gear whenever there is potential risk of exposure to hazardous materials?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		18 Are specially designed respirators and liquid-proof suits available for employees to wear when handling concentrates or very toxic pesticides?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		19 Do you maintain first aid and eye wash stations in critical locations within your facility?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		20 Do you provide a laundry service, or other preventative means, for your employees so that potential contaminated clothing is not mixed with the family wash?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		21 Are gloves, goggles, face masks and aprons available to employees in all mixing areas?

Please attach photo(s) relating to Safety and Security here.

**YOUR PHOTO
GOES
HERE!**

Section G: Right To Know

Yes No

1 Do you maintain a label and material safety data sheet (MSDS) for each chemical stored at your facility?

2 Have you informed your employees of the materials that are classified as hazardous?

3 Have your employees been trained in handling these hazardous materials?

4 Does your facility have a representative on the Local Emergency Planning Committee for purposes of emergency planning and reporting under SARA Title III (Community Right-to-Know?)

5 Is someone at your facility (yourself included) designated to report releases of CERCLA-designated substances to state and local authorities?

Yes No

6 Are your Tier I forms up to date and on file with the proper authorities?

7 Are safety and HAZMAT instruction part of your employee training and ongoing with at least the minimum annual training?

8 Are spray records maintained per state law with an appropriate form?

Comments:

Section H: Contingency Planning & Regulatory Compliance

- | Yes | No | |
|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 1 Have you named an emergency officer and task force to execute emergency procedures? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 2 Do you have lists of emergency response agencies and contacts displayed prominently in critical areas around your facility? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 3 Do you have a detailed written emergency response plan? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 4 Do your employees have access to your written emergency response plan? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 5 Is your written emergency response plan on file with the appropriate agencies? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 6 Have you given local emergency response teams a tour of your facility? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 7 Do you have regular emergency response drills with your employees? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 8 Do you have a detailed facility map available to hand out in case of emergency? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 9 Do you maintain a detailed product inventory? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 10 Do you have emergency equipment on hand? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 11 Is someone at your facility (yourself included) designated to make sure the facility is in compliance with environmental, worker safety and other applicable regulations? |

- | Yes | No | |
|-------------------------------------|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 12 Do you have a process in place at your facility to monitor and implement new and/or changing regulations, and to train employees on the new or changed requirements? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 13 Do you have a process in place at your facility to report, investigate and follow up on accidents and incidents involving potential product misuse? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 14 Does each individual applicator work under the supervision of a licensed company or certified applicator in each state prior to any application work? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 15 Is each licensed applicator or individual applicator working under the supervision of a licensed company or certified applicator required to attend a state or regional meeting conducted by DuPont personnel presenting product and application technology information? |

Comments:

Please attach photo(s) relating to Personal Protection and Services here.

**YOUR PHOTO
GOES
HERE!**

Section J: Services

- | Yes | No | N/A | |
|-------------------------------------|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 1 Do you conduct annual chemical or vegetation management planning with your customers? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 2 Do you maintain site-by-site customer records? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 4 Do you provide container management services (pressure-rinsing, collection and recycling) to your customers? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 6 Do you provide services to assist your customers with crop segregation? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 7 Do you offer scouting services to help guide pest management decision-making? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 8 Do you recommend and apply chemical products within the principles of Integrated Pest Management, taking into account cultural, biological, ecological, and environmental factors? |

Section K: Professionalism

- | Yes | No | N/A | |
|-------------------------------------|-------------------------------------|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 1 Do you provide employee training in calibration? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 2 Do you provide employee training in application skills? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 3 Do you provide employee training in mixing and loading operations? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | | 4 Do you provide employee training in product knowledge — use rates, performance characteristics and precautions? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | | 5 Do you pay for outside training for employees in any of the above areas? (Not including association membership dues.) |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | | 6 Is your outlet, store or operation a member of any state or national fertilizer/ag chemical or vegetation management association? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 7 Do you follow application Best Management Practices? |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 8 Do you advise your customers of Best Management Practices? |

Yes No N/A

- 9 Are you providing training programs to your employees and customers to meet Federal Worker Protection Standards?
- 10 Have members of your outlet or store attended one or more meetings sponsored by your state or a national Fertilizer/Agricultural Chemical Association during the past year
- 11 Have members of your outlet or store attended one or more meetings sponsored by your state Extension, Natural Resources Department or Forest Services during the past year?
- 12 Is your business a member of the local Chamber of Commerce? (Check N/A if you do not have a local Chamber of Commerce.)
- 13 Are you participating in chemical container recycling programs? (Check N/A if no programs are available in your area.)

Yes No N/A

- 14 Do you observe and discuss proper spray techniques with your operators?
- 15 Is your company viewed as professional in appearance, manner and presentation?
- 16 Does the agency or applicator provide a professional work plan or written bid for each job?
- 17 Does the agency or company have a historical record of quality applications, including meeting and/or exceeding end-use customer expectations in regard to application, follow-up and re-treatment, if necessary?
- 18 Do you review Performance Assurance Solutions (PAS), list recommendations and review re-spray costs for each job type and bid offering?

Please attach photo(s) relating to Professionalism here.

**YOUR PHOTO
GOES
HERE!**

Please attach photo(s) relating to Community Outreach here.

**YOUR PHOTO
GOES HERE!**

Please attach photo(s) relating to Community Outreach here.

**YOUR PHOTO
GOES HERE!**

STOP!

Before you continue to Section N ...

Have you:

- answered all questions in Sections A-M of the self-audit booklet?
(All unanswered questions will be counted as “No” responses, which could have a negative impact on your overall evaluation.)
- included photos for each section? (Photos are necessary for your entry to be considered for state, regional and national competition.)
- filled out comment sections when additional explanation would be helpful?

Section N: Business Profile

Check the products and services that you offer.

Services

- Vegetation Management
 - utility
 - railway
 - brush
 - roadside
- Variable-Rate Application
- Custom Application
 - aerial
 - ground
- Computer Mapping
- Consulting Services

Products

- Insecticides
- Herbicides
 - bulk
 - package
- Fungicides
- Seed
- Biotechnology Products
- Bag Fertilizer
- Dry Bulk Fertilizer
- Fluid Fertilizer
- Anhydrous Ammonia

Applicant Information:

This section should be filled out and signed by the individual completing this self-audit. Please type or print.

Company Name: _____

Applicant Name: _____

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone#: _____ Fax#: _____

E-Mail: _____

DuPont Representative Information:

DuPont Representative Name: _____ Phone #: _____

In signing this, I testify that the information contained in this self-audit application, and material included as supporting evidence for this entry, is an accurate portrayal of the business listed above.

Applicant Signature: _____ Date: _____

Note: Please double-check your booklet before signing. All unanswered questions are counted as a "no" response, which could have a negative impact on your overall evaluation.

DEADLINE IS APRIL 30

CropLife

 Printed on Recycled Paper



The miracles of science™