



NACE INTERNATIONAL INSTITUTE

CONTRACTOR ACCREDITATION PROGRAM

**Contractor Accreditation Application**

**(AS – 2 Part 2)**

- AS-2 Program for Accreditation of a Coating Contractor's Hazardous Waste Removal and Management Program

## AS-2 Part 2 - Contractor's Hazardous Waste Removal & Management

### 1. CONTRACTOR INFORMATION

- 1.1. This information identifies the contractor's Headquarters location and Point of Contact. This information is required on each document in the application to ensure contractor's required submissions are kept together, and to provide confidentiality for the contractor.
- 1.2. Please provide the following information. Ensure that this information is consistent with the same requested information on other documents used to perform the audit.

### 2. CONTRACTOR HEADQUARTERS LOCATION

- 2.1. Company Name: \_\_\_\_\_
- 2.2. Company Address: \_\_\_\_\_
- 2.3. City: \_\_\_\_\_
- 2.4. State/Province: \_\_\_\_\_
- 2.5. Postal/Zip Code: \_\_\_\_\_
- 2.6. EIN: \_\_\_\_\_

### 3. CONTRACTOR POINT OF CONTACT INFORMATION

- 3.1. Point of Contact Name: \_\_\_\_\_
- 3.2. Business Phone: \_\_\_\_\_
- 3.3. Cell Phone: \_\_\_\_\_
- 3.4. E-mail: \_\_\_\_\_

### 4. ACCREDITATIONS COVERED BY THIS APPLICATION

AS-2: Accreditation of a Coating Contractor's Hazardous Waste Removal and Management Program

### 5. COMPLETING THIS APPLICATION

- 5.1. Please refer to "NIICAP Overview and Instructions" document which identifies the required documentation to be submitted with NIICAP Contractor Application Part 2, this document. Include all documentation requested.
- 5.2. All audit elements in this application must be completed the first time this application is used. For following years, the following allowances apply:
  - 5.2.1. For items that have been identified in a previous audit using this application, and are the same as during the previous audit, check the "No Change" checkbox.
  - 5.2.2. For items that have changed since the previous audit, the same submissions are required as for the initial audit.
  - 5.2.3. For documents that have new review dates but have not been changed otherwise, there is no need to submit the entire document. Simply enter the document title in Appendix C. Enter the document number from Appendix C in the "Document" block in the

application and identify the section or paragraph number where the requirement or change can be found.

- 5.2.4. For items that are not applicable, check the “N/A” check box. In Appendix D enter the paragraph number from this document and a brief explanation of why the element is not applicable. Appendix D can also be used for adding additional information about an audit element.

## 6. HAZARDOUS WASTE MANAGEMENT RESPONSIBILITIES

### 6.1. Hazardous Waste Manager

- 6.1.1. Manage overall Hazardous Waste Management Program.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 6.1.2. Supervise Project Hazardous Waste Manager and Project Hazardous Waste Technician(s) for Hazardous Waste Management issues.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 6.1.3. Maintain the Hazardous Waste Management Manual (or comparable document).  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 6.1.4. Review and maintain all data generated related to the Hazardous Waste Management Program as required by higher tier requirements.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 6.1.5. Review in-house surveillances, inspections, and audits for trends and potential improvements.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 6.1.6. Review, maintain or forward all waste shipment manifests.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_

### 6.2. Project Hazardous Waste Manager (may be the Competent Person)

- 6.2.1. Manage overall Hazardous Waste Management Program at the project level.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 6.2.2. Review and maintain all data and Waste Manifests generated related to the Hazardous Waste Management Program at the project level as required by higher tier requirements.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_

### 6.3. Competent Person Responsibilities. Provide evidence that the Competent Person (or as assigned) is specifically directed to perform the following tasks during the project:

- 6.3.1. Competent Person responsibilities take precedence to other production responsibilities.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 6.3.2. Verify containment integrity.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 6.3.3. Verify personnel qualifications prior to assignment of work.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 6.3.4. Verify proper use of PPE.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_

- 6.3.5. Perform Hazardous Waste Accumulation Area Inspections, and document corrective actions as needed.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 6.3.6. Accumulate, coordinate, manage, document and report all required data collection for the position of Competent Person for the project(s) being covered.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 6.3.7. Review in-house surveillances, inspections, and audits for trends and potential improvements.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_

**7. HEAVY METALS CONTROL CONTAINMENT**

- 7.1. Provide direction for employees to ensure containment of waste material during work operations, cleanup process related spills immediately or prior to end of shift, as appropriate.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 7.2. Provide direction for employees or the Competent Person to inspect and document the containment integrity during work operations and prior to end of shift.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 7.3. Provide direction for employees or Competent Person to take and record magnehelic gauge readings prior to the start of work, during operations, and prior to the end of shift, or as directed when negative pressure filtered exhaust ventilation is being used.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 7.4. Provide basis for assessing the magnehelic gauge readings and direction for recovery actions when the reading is out of specification.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_

**8. OTHER FUNCTIONS AND REQUIREMENTS**

- 8.1. If there is another document, instruction or manual covering Hazardous Waste Management that was not submitted in accordance with the AS-1 requirements provide a PDF copy of that document.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 8.2. Provide direction for using engineering controls whenever practical to reduce dependence on PPE for exposure control.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 8.3. Provide direction for personnel exposure monitoring related to employee health and safety, and employee notification within 5 days of obtaining the monitoring results.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 8.4. Provide direction that when required by higher tier requirements or specification a shower facility will be available with hot and cold water, soap, towels, segregated clean and dirty lockers, and heat/AC as appropriate.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 8.5. Provide direction for workers not to wear street clothes during the work shift, use clean and dirty sides of the shower facility appropriately, and use proper suit-up and un-suiting procedures.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_

**9. HAZARDOUS WASTE ACCUMULATION MANAGEMENT**

- 9.1. Provide direction that the Hazardous Waste container must be compatible with the waste being accumulated, is in good condition, properly labeled, and that containers of incompatible waste are segregated.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 9.2. Provide direction that Hazardous Waste containers must be kept closed except when waste is being put into the container.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 9.3. Provide direction that the Hazardous Waste container must be properly labeled per local requirements. See US requirements in Appendix C of AS-2.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 9.4. Provide direction for secondary containment when required. Examples include incompatible waste segregation, waste accumulation close to waterways, or when directed by specification or higher tier requirements.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 9.5. Provide direction to perform inspection of the Hazardous Waste Accumulation Area including corrective actions and verification of corrective actions, at least weekly unless more stringent requirements apply.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 9.6. Provide direction requiring waste to be shipped within the required timeframes.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_
- 9.7. Provide direction to maintain an inventory of accumulated Hazardous Waste and maintaining a signed copy of the Hazardous Waste Manifest for at least 3 years after completion of the project.  
N/A:  No Change:  Document: \_\_\_\_\_ Section #: \_\_\_\_\_

This is the end of the AS-2 Application. Ensure you attach:

- APPENDIX C – List of Attached Documents
- All Documents Listed in APPENDIX C
- APPENDIX D – Comment Sheet to Explain any “N/A” Entries or to add Information on a Specific Element.