

TOP GLOVE, TOP QUALITY, TOP EFFICIENCY
GOOD HEALTH, SAFETY FIRST & BE HONEST
WEEKLY DOE PREPARATION STATUS, FACTORY __

INSPECTION ITEMS AS LISTED IN DOE FIELD CITATION LIST, ENVIRONMENTAL QUALITY ACT 1974 AND REGULATIONS

No.	ITEMS	STATUS			PIC(HOD) Name
		OK	In Progress	Not Applicable	
1.	Environmental Quality (Scheduled Wastes) Regulations 2005				IETS HOD
	a) Scheduled waste kept not more than 180 days or 20 MT?				
	b) Kept in container with proper cover?				
	c) Kept under sheltered storage?				
	d) Labeled with date, correct code, name, telephone no. and address?				
	e) Updated inventory record?				
	f) Disposal record (consignment note) available?				
2.	Environmental Quality (Industrial Effluent) Regulations 2009				IETS HOD
	a) KB (Kebenaran Bertulis) or Notification To DOE for IETS available?				
	b) No process water by-pass to public drain (including lab)?				
	c) Ensure separate process water drain and rain water drain?				
	d) External monthly lab testing report available?				
	e) Internal daily performance monitoring report done?				
	f) Comply with all conditions specified in KB or Notification To DOE?				
3.	Environmental Quality (Clean Air) Regulations 1978				
	KB and Performance Monitoring Report for Facilities below :				
	3a) KB for all Genset available? Quantity of Genset: _____				MAINT.HOD
	3b) KB for all Chimney (dust collector) available? Quantity of dust collector: _____				PROD.HOD
	i) Internal daily performance monitoring report for chimneys (including pressure difference for filter bag < 5 inches) done?				
	ii) For every 6 months, dust collector serviced by consultant (as stated in KB)?				
	iii) For “first 6 months once” and “every 1 year there after”, dust collector sampling tested by consultant?				
	3c) KB for Chimney (scrubber) available? Quantity of scrubber: _____				CHLO.HOD
	i) Internal daily performance monitoring report for chimneys (including cleaning procedure) done?				
	ii) External report (Isokinetic) every 3 months for chimneys available?				
	iii) Eliminated disturbing smell?				

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	3d) KB for Chimney (flocking station) available? Quantity of flocking station: _____				PROD.HOD
	i) Internal daily performance monitoring report for chimneys done?				
	ii) External report (Isokinetic) every 3 months for chimneys available?				
	iii) Eliminated disturbing smell?				
	3e) KB for Chimney (other: _____) available? Quantity of _____ :				
	i) Internal daily performance monitoring report for chimneys done?				
	ii) External report (Isokinetic) every 3 months for chimneys available?				
	iii) Eliminated disturbing smell?				
4.	Prevent oil flow to drain from diesel tank.				
	(i) Diesel tank not on top or too near drain (avoid oil leakage direct to drain)?				
	(ii) Build bund wall around diesel tank?				
5.	Ensure clean factory environment?				
6.	Prohibit from open burning of materials?				
7.	No overflow sewage from toilet or septic tank to drain?				
8.	Previous Offences that need special attention (please include if not listed here & declare status):				IETS HOD
	a) COD, BOD, suspended solid, zinc, oil & grease within standard (court case)? (DOE Requirement: COD = 200mg/L, BOD = 50mg/L, suspended solid = 100mg/L, zinc = 2mg/L, oil & grease = 10mg/L)				
	b) Clearly label scheduled waste with date, correct code, name, telephone no. and address (fine RM2000)?				
	c) No disposal of scheduled waste (rubber sludge) outside factory perimeter (court case)?				
	d) Scheduled waste kept not more than 180 days or 20 MT(fine RM2000)?				
	e) Internal daily performance monitoring report done?				
	f) Build bund wall around diesel tank?				
	g) Ensure clean factory environment?				
	h) Kept 3 months record of IETS chemical purchase?				
	i) Record of empty chemical drums returned to supplier?				
	j) Scheduled Waste Inventory Updated?				

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	k) incoming flow rate meter and final discharge flow rate meter operating normally?				
9.	Notify DOE for new or altered (or upgrading) source of discharge?				
10.	A competent person to supervise the operation available?				
11.	Free chlorine below 2 mg/L or 2 ppm?				
12.	Apply contravention license for effluent discharge without treatment?				
13.	All facilities and equipments in operational mode?				
14.	Other DOE inspection items (please list down and declare below) available?				
15.	Oil & food trap container for canteen available?				HR HOT

* Please declare by every Wednesday for compilation for Mr.Hue and Mr.KM Lee information.

Checklist prepared by : LohKK (IETS Manager)
Checked by : Manmeet (Senior Legal Manager)
Verified by : Mr.Hue KF (Senior General Manager)

Declared by : _____
Declaration verified by HOF: _____
Declaration date: _____