



# Alpha Chemical Ltd. Responsible Distribution® Manual

## Element 4 Code of Practice - Compliance with Legal Requirements

*Each member company shall have a program in place to:*

**4.1 *Meet or exceed all legal requirements related to distribution of chemicals, chemical products, services, and information***

ALPHA CHEMICAL's policy statement comprises a commitment to meet or exceed all legal requirements related to the distribution of chemical products and services.

It is the responsibility of the Responsible Distribution Coordinator that this commitment is met; the periodic audit of company practices will also cover this point.

The major pieces of legislation relative to distribution are:

The Transportation of Dangerous Goods Act and Regulations;

The WHMIS Regulations;

The CEPA Act and Regulations, in particular New Substance Notification and the DSL;

And any other required legislation (Federal, Provincial or Local) that is relevant to the Company's Products.

Procedure(s) Title & No: #4-Training Program & Recording

Form (s) No. A 5. Personal Training Record  
A 8. General, Employee Safety & Information Meetings Report

Other Documents: Information Bulletin # 14 Initial Employee Training

**4.2 *Communicate with its own and contract employees and ensure they are trained to understand and comply with all requirements of the law***

These requirements are communicated to all employees and appropriate training is provided and the training documented and maintained current.

Procedure(s) Title & No: #4-Training Program & Recording  
#22-General, Employee Safety & Information Meetings

Form (s) No. A 5. Personal Training Record  
A 8. General, Employee Safety & Information Meetings Report