

Inquiry form



For the attention of: the Prevention Officer, the Health and Safety Officer and Purchasing Department

RESPONSIBLE CARE

BEFORE COMMENCING WITH THE FIRST BULK DELIVERY OR WHEN THE INSTALLATION HAS BEEN MODIFIED, IN THE INTERESTS OF SAFETY AND ENVIRONMENT WE REQUEST YOU TO COMPLETE THE INQUIRY FORM BELOW AND RETURN IT IMMEDIATELY. A FIRST BULK DELIVERY CAN ONLY TAKE PLACE AFTER THE FULLY COMPLETED LIST HAS BEEN RECEIVED AND APPROVED.

I. CUSTOMER DATA

Name :

Address :

Telephone : Fax :

Email :

Opening times :

II. PRODUCT (inquiry form to be completed per product)

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.....
.....

III. INSTALLATION

(use the dashed line to fill in or delete if not applicable)

Storage tank : Above ground / Underground - Inside / Outside

Capacity : litres

	YES	NO
Containment basin / double-walled	<input type="checkbox"/>	<input type="checkbox"/>
Capacity stated - on the tank	<input type="checkbox"/>	<input type="checkbox"/>
- on the coupling	<input type="checkbox"/>	<input type="checkbox"/>
Product name stated - on the tank	<input type="checkbox"/>	<input type="checkbox"/>
- on the coupling	<input type="checkbox"/>	<input type="checkbox"/>
Hazard indication/symbols present	<input type="checkbox"/>	<input type="checkbox"/>

Material to be specified (Stainless steel – ebonite – PVC – PE – PP – polyester)

- tank :

- piping :

- valves :

- coupling :

Filling line

- diameter :

- length :

Difference in level from the filling line to the ground floor : m

Coupling

- type :

- diameter :

- identification plate : YES NO

Vent

- diameter :

- fitted with a scrubber : YES NO

Earth provided (for flammable products) YES NO

- Date of last inspection of the earth connection :
(resistance less than 10 Ohm)

Is the following available in the immediate vicinity for the safety of personnel

- safety showers present YES NO
- an eyewash present YES NO
- a water hose present YES NO
- fire extinguishers or extinguishing system YES NO

IV. CIRCUMSTANCES

Can a delivery be made with a trailer ? YES NO

Is the unloading location easily accessible ? YES NO

Distance from the unloading location to the fixed unloading line : m

During unloading, is the storage tank contents always visible to the driver standing at his lorry ? YES NO

Has an overfill protection with alarm been fitted ? YES NO

Are the overfill protection systems equipped with filters ? YES NO

Do this filters contain fillers like silicagel or activated carbon ? YES NO

If yes, how often are they replaced ?

Unloading is done via :

- gravity YES NO
- the pump of the customer YES NO
- the pressure installation of the customer YES NO
- the nitrogen installation of the customer YES NO
- the pump of the lorry of the supplier YES NO
- the lorry's compressor of the supplier YES NO

How should the lorry be vented ?

- Via the storage tank YES NO
- Via a scrubber YES NO
- Vapour return YES NO

V. CODE OF GOOD PRACTICE

The document "Code of Good Practice with Bulk Deliveries of Liquid Chemicals" has been received and read through ? YES NO

Do you use an internal unloading procedure ? YES NO

If yes, please give it with this signed document.

	Person responsible for goods at the reception	Prevention Officer	Health and Safety Officer internal / external	Purchase Department
Name				
Direct dial no.				
Signature				
Date				

The answers on the inquiry form do not relieve the customer of any responsibilities during the unloading operation. The customer is also responsible for the reception of the lorry and the coupling to his installation.