



Garland

Title:	Offload of Monomer From RT-9 or RT-10	Hard Copy Locations:	
Document Code:		Revision Number:	2
Issue Date:	08/08/2023	Page:	1 of 3
Author/ Doc Mgr:	Greta Miller	Approver:	Ethan Silver

This format complies with The Sherwin-Williams Company's Standard Work Format.

TEMPORARY WORK INSTRUCTION – OFFLOAD FROM RT-9 OR RT-10

1.0 RESPONSIBILITIES

- 1.1. The Packaging Plant Production Manager will ensure that the procedure is accurate and up to date.
- 1.2. The Operators / Loaders will make sure to reference procedure as necessary.
- 1.3. It is the responsibility of the Operators / Loaders to inform the Production Manager of any necessary deviation from this procedure.
- 1.4. Personal Protective Equipment (PPE) / Equipment required.
 - 1.4.1. Standard PPE plus Chemical suit , boots and gloves
 - 1.4.2. Powered Air Purifying Respirator (PAPR)
 - 1.4.3. Fall Harness
 - 1.4.4. Snake Camera
 - 1.4.5. Photoionization Detector (PID)
 - 1.4.6. Baking Soda
 - 1.4.7. Phenoziazine (PTZ)
 - 1.4.8. Air Over Diaphragm Pump (AOD)
 - 1.4.9. Portable ground proving device
 - 1.4.10. Safety Data Sheet (SDS)
 - 1.4.11. Radio communication with EE at fire system panel.
 - 1.4.12. 2 additional Dry-Chem fire extinguishers in area
 - 1.4.13. Move generator and cables out and close building doors

2.0 OPERATION

- 2.1. Clear Alley of other equipment for Trailer arrival
- 2.2. Verify the trailer is Clean, Dry and Odor free at the inspection rack.
- 2.3. Have rolling stairs available for management of the vapor recovery and trailer inspection.
- 2.4. If the tank level gauge is not available, have maintenance set up a temporary level read out to be manually read with a portable unit. Requires a Hot Work Permit.
- 2.5. Set up Portable AOD and hoses from the tank drain valve on the South side of the tank.

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- 2.6. Ground / bond the portable AOD.
- 2.7. Stage the tank wagon at the storage tank.
- 2.8. Inspect the bottom out valve for correct assembly and gaskets
- 2.9. Complete the Tank Wagon Loading Form and attach to SDS
- 2.10. Confirm the tank temperature relative to the Storage temperatures on the SDS
- 2.11. Connect two grounding cables to the tank wagon.
- 2.12. Connect Vapor recovery line to the trailer.
- 2.13. Make connection from the trailer to the AOD to the tank bottom out.
 - 2.13.1. Verify the hose gaskets are installed and in good condition.
 - 2.13.2. Apply safety strap to the hose connections
 - 2.13.3. Place the drip pail and pig pads under the trailer connection.
 - 2.13.4. Once the line is set up, pressure test the line from the tank to the trailer, confirm the system holds pressure at 80 psig.
 - 2.13.5. Take corrective action if leaks are discovered.
 - 2.13.6. Once equipment is verified leak free,
- 2.14. Open vapor recovery on the tank wagon.
- 2.15. Open the both the internal and the manual valves on tank wagon
- 2.16. Walk the line
- 2.17. Turn on the pump to begin the material transfer to the tank truck
- 2.18. If using manual level gauge, stop the transfer after about 15 minutes and verify the source tank level.
 - 2.18.1. Continue the transfer and monitor the tank level to determine the correct fill amount.
- 2.19. Once the offload is complete, stop the pump and close the BO valves of the Tank Wagon and the storage tank.

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- 2.20. To blowdown, hook up compressed air to the tee on the blowdown connection at the source tank
- 2.21. Blowdown the line for 30 seconds reopening the tank wagon bottom out.
- 2.22. Once the blowdown is complete, close the all the valves.
- 2.23. Move the blow down to after the pump and blow down the line from the pump to the trailer.
- 2.24. Close all the valves
- 2.25. Bleed off the pressure into a pail. Verify no pressure on pressure gauge.
- 2.26. Disconnect the hose from the tank wagon and cap and strap the hose. Store Hoses in a cold room.
- 2.27. Disconnect the Vapor recovery line and store the hose.
- 2.28. Disconnect the grounding clamp
- 2.29. Seal the trailer and complete the shipping process.

Notes:

In any case of Leak, Spill or Loss of Containment, STOP transfer, close all valves, contain spilled material. Review area monitoring measurements. Cleanup small spills with baking soda.

In any case of exposure, move to fresh air, remove contaminated clothing, shower contaminated area for at least 15 minutes. Contact Emergency Medical Services

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