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Prepared By Carla McGreevy

BMP Graphics #2

TITLE: Silver Recovery Unit Operation and Inspection

Regulatory Citation: RCSD Article VI Section 63 (d)

Applicability: Silver Recycling Unit

Purpose: Proper management of Silver recycling unit.

Person or

Department Responsible: Assistant Director for Graphics and Printing. (629-7316)

Schedule: As indicated in procedures

Procedures: A visual inspection of the Department's silver recycling units shall be completed each day of use. The inspection shall include a visual inspection of unit for leaks, loose fittings. If any leaks are noted, use of the unit will be discontinued and the Coordinator of Environmental, Health and Safety shall be notified immediately. The silver unit vendor will be contacted for repair/replacement.

At least monthly when in use, the Assistant Director of Graphics or designee will test the system discharge as described in the attached instructions and log the results on the attached log sheet.

The Graphics Department will follow the attached instructions on use of the silver recovery system and maintenance procedures.

The Coordinator of Environmental Health & Safety will audit these procedures and determine when the system needs replacing by conducting a test paper test, assessing the usage over the past year and consulting with the silvery recovery vendor. When replacement is necessary, the Coordinator will contact the Silver Recovery unit supplier to arrange for the units removal and replacement.

Current vendor: PDI, Rochester, NY – cartridge vendor
Refining Services, Salt Lake City, Ut – reclaimer vendor

Record keeping: logs of unit discharge; recovery cartridge shipping papers, statement of recovery

Record Location: Shipping papers and statement of recovery: Coordinator of Environmental, Health and Safety; Physical Plant Office
Log of unit discharge: Graphics dept

Contact: Assistant Director for Graphic and Printing (629-7405 or 7481)
Coordinator of Environmental, Health and Safety (629-7163)

HVCC-BMP-Graphic#2

**Graphics Department
Silver Recovery System
Operating Procedures**

After development of film, filter the BLEACH-FIX and RINSE solutions through the silver recovery system by slowly pouring into the upper bucket.

