

SUBCONTRACTOR HAZARDOUS MATERIALS INVENTORY REPORT

SUBCONTRACT NO.	PROJECT NAME	REPORT <input type="checkbox"/> INITIAL <input type="checkbox"/> MONTHLY <input type="checkbox"/> FINAL	
PROJECT LOCATION	PROJECT START DATE	PROJECT END DATE	INVENTORY DATE
SUBCONTRACTOR NAME	SUBCONTRACTOR REP.		PHONE
Y-12 ORGANIZATION	Consolidated Nuclear Security, LLC (CNS) STR		PHONE

MATERIAL/CHEMICAL INFORMATION	NUMBER OF CONTAINERS	CONTAINER TYPE (I.E. CAN, TANK, ETC.)	VOLUME/ WEIGHT PER CONTAINER	VOLUME/ WEIGHT UNIT	RECID <i>(for completion by HMIS Group)</i>
MATERIAL NAME PRODUCT NO. MANUFACTURER					
MATERIAL NAME PRODUCT NO. MANUFACTURER					
MATERIAL NAME PRODUCT NO. MANUFACTURER					
MATERIAL NAME PRODUCT NO. MANUFACTURER					
MATERIAL NAME PRODUCT NO. MANUFACTURER					
MATERIAL NAME PRODUCT NO. MANUFACTURER					

Subcontractor will not transport hazardous materials on-site for the duration of the contract.

Distribution: *Subcontractor*: Submit completed UCN-21445 by 5th business day of the month to STR.
STR: Submit completed UCN-21445 by the 10th business day of the month to melissa.baileybillingsley@cns.doe.gov

SUBCONTRACTOR HAZARDOUS MATERIALS INVENTORY REPORT

SUBCONTRACTOR HAZARDOUS MATERIALS INVENTORY REPORT INSTRUCTIONS

Information contained in the UCN-21445 is used by Safety and Industrial Hygiene to determine and provide the correct Record Identification Number (RECID) to each listed chemical or Hazardous Material (HM) per Y73-181PD, *Hazardous Materials Management Program Description*. Subsequent submittals should use the same RECID for the same material. Incomplete or incorrect submittals will be returned and must be corrected and resubmitted.

Prior to bringing chemicals or HM on-site, the subcontractor shall provide the most recent copies of Safety Data Sheets (SDSs) to the Subcontractor Technical Representative (STR), and the STR shall provide copies of the SDSs to the HMIS Coordinator. The subcontractor completing the UCN-21445 must be thoroughly familiar with the information being requested.

The STR must ensure that the UCN-21445 is complete, accurate, and contains Unclassified Non-Sensitive Information prior to submittal. If needed, contact a Derivative Classifier/UCNI Reviewing Official. The STR shall submit the completed UCN-21445 to melissa.baileybillingsley@cns.doe.gov by the 10th business day of each month. All chemicals or HM stored on-site shall follow National Fire Protection Association (NFPA) storage guidelines and shall be labeled in accordance with 29 CFR 1910.1200, *Hazard Communication*.

Subcontractor Header Information

1. Use the most recent version of UCN-21445
2. Fill in the blank for each item
3. Check the appropriate box for the report as either: Initial, Monthly, or Final

Subcontractor Material/Chemical Information

Provide the correct:

- MATERIAL/CHEMICAL INFORMATION (material name, product number, and manufacturer)
- NUMBER OF CONTAINERS (e.g., 1, 2, 3, 4...1000, etc.)
- CONTAINER TYPE (e.g., bag, bottle, bucket, can, cylinder, drum, tank, tote, etc.)
- VOLUME/WEIGHT PER CONTAINER (e.g., 5 cubic feet, 10 gallons, 4 liters, 20 pounds, 3 ton, etc.)
- VOLUME/WEIGHT UNIT (e.g., number of containers X volume/weight per container)

Example:

- Number of containers = 10
- Container type = Can
- Volume/weight per container = 15 pounds
- Volume/weight unit = 150 pounds

If unsure about the aforementioned entries, contact your STR to assist in the determination.

If the subcontractor has nothing to report, check the box "Subcontractor will not transport hazardous materials on-site for the duration of the contract." Providing this information ensures compliance with specified requirements under Environmental and OSHA regulations.

Distribution

1. Subcontractor: Submit completed UCN-21445 by the 5th business day of the month to the STR
2. STR: Submit completed UCN-21445 by the 10th business day of the month to melissa.baileybillingsley@cns.doe.gov

Should you have questions, contact Melissa Bailey Billingsley (Y-12 Safety and Industrial Hygiene) at melissa.baileybillingsley@cns.doe.gov or (865) 576-6699.