

During the process of initial visit, facility declaration was made and facility attachment was signed. Preparatory work including visits mentioned earlier took a few weeks.

## 2.5 ADVANCE PREPARATION ON-SITE

Facility personnel served as informal guides and the management of the plant gave advance notification to make the inspection possible during the batch production in which a schedule 3 compound was produced. Arrangements were also made for transportation of off-site equipment. The office of the general manager served as the designated point of contact at the site.

## 2.6 DURATION OF INSPECTION AND INITIAL VISIT

- The initial visit took nine hours (27 May 1990);
- The facility agreement four man days (27 May 1990);
- The inspection 16 man days (27 June 1990);
- The preparation of the report 35 man days (15 July 1990).

## 2.7 MEASURES TO PROTECT CONFIDENTIAL INFORMATION

Based on the facility attachment, it was agreed that the information gathered from the facility or given by the management be treated as confidential (the result of the trial inspection in respect to the Convention is to be published in consultation with the management of the company and authorities concerned).

## 2.8 OPENING CONFERENCE

In the opening conference the leader of the inspection team introduced the members of this team, presented their credentials and outlined the inspection plan. The facility manager too introduced managers of departments and personnel available for inspection. He further outlined safety procedures for the inspectors. This conference took one hour in total.

## 2.9 PLANT ORIENTATION

During the initial visit, a plant orientation tour of the entire facility was arranged by the manager and the different sites of the facility were explained (the plant layout is found in the appendix).

## 2.10 INSPECTION OF AREAS AND FACILITY EQUIPMENT

The focal point of inspection was the DDVP reactor system and all equipment related to it including feed-stock storage and a variety of holding and storage tanks and pumps.

Actual size of reactors, vessels and tanks was verified with the help of physical measurements. Visual observations of raw material and product storage houses and tanks, analytical laboratory and waste treatment facility were made. In addition, samples were taken from the products in drums and from the waste treatment tanks and the reactor to verify the content.