

# **ECS Refining - Santa Clara Facility**

## **Material Profile**

### **Instructions for Completing & Submitting**

#### **A PDF Form**

1. This form is designed to simplify and expedite approval of materials for recycling at ECS Refining's Santa Clara, CA facility. This form is not compatible with versions of Acrobat or Acrobat Reader earlier than version 7.
2. Generators who complete the form using Adobe Acrobat Reader 7 will not be able to use a digital signature or save an electronic copy of the completed form. These generators must print the completed form, sign it by hand, and mail the completed and signed form to ECS at the address at the top of the form.
4. Complete all applicable fields on the form. Click in the "Generator Name" field to begin. You can move the cursor from field to field by using the "Tab" key, or by clicking in the next field. When you have finished entering text or numbers, you must hit either the Tab or Enter key to actually enter the information. When you have completed the last field on page 1, click on the button labeled "Go to page 2" to move the cursor to page two. Hit the Tab key once and the first field on page two will be activated.
5. Some fields are required. These can be highlighted by clicking in the checkbox entitled "Highlight required fields" above the top, right -hand corner of the form, just below the Reader toolbar.
6. If the Billing and Generator/Site information is the same, the Billing information can be automatically copied from the Generator/Site information by clicking on the checkbox at the top of section A, to the right of "Generator Information". Any field that is not the same can then be overwritten.

#### Section C, Chemical Composition

7. It is very important to list all constituents in the material, not just those which are regulated as hazardous.
8. Once you have completed the list of constituents, The total concentration of metals must be less than or equal to 100%.

#### Section D, Shipping Information

1. If your material is either solder dross or solder Paste & wipes and you click on one of these radio buttons, the information will be completed automatically. If you have another material, please enter the appropriate information..

## Section E, Generator Certification

2. If you are completing the form in Adobe Acrobat, you may sign the certification digitally; otherwise, a completed, signed paper copy must be submitted to ECS before your material can be approved.
3. You can complete the date field by clicking on the down arrow to the right of this field. A calendar will appear. Today's date can be entered by clicking in the red box at the lower left corner of this calendar.

Once you have completed the form, you can both print a copy and send an electronic version to ECS by clicking on the Print & Submit button in the lower right-hand corner of page 2, below the Generator Certification Section. ***Unless you have attached a digital signature, please use ONLY the "Print & Submit button to print the form, so that an electronic copy will be e-mailed to ECS.*** This will expedite approval of your material and is the only way ECS will receive a digitally signed form.

***Generators who complete the form using Adobe Acrobat 7 (Standard or Professional) can attach a digital signature from any recognized certificate issuer, save the completed form in .pdf format and e-mail it as an attachment of [approvals@ecsrefining.com](mailto:approvals@ecsrefining.com) and need not submit a hard copy. Profiles with a digital signature cannot be transmitted by clicking on the "Print and Submit button".***

If you have not completed all required fields when you click on the "Print & Submit" button, you will see an error message and an e-mail message will not be created. You should click "OK" on this message, cancel the print dialog, and complete the required fields. Required field which have not been completed will be enclosed in red. After completing all required fields click the "Print & Submit" button again to generate the e-mail message and print the completed form.

An e-mail message, addressed to "approvals@ecsrefining.com" will be generated, with an attachment containing the information you have entered on the form. The message will open on your screen. You may add a message if you wish, then click "Send" to e-mail the information. A print dialog box will then open so that you can print the completed form.

If you are using Acrobat 7, you can then save a copy of the completed form on your computer, then send it as an e-mail attachment to [scapprovals@ecsrefining.com](mailto:scapprovals@ecsrefining.com). Reader 7 users must save a printed copy of the completed form.

If you have any questions, please contact ECS at (972) 524-1075, or [scapprovals@ecsrefining.com](mailto:scapprovals@ecsrefining.com).

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 A Permitted Facility and Transporter



Santa Clara, CA  
 Material Profile

For Office Use Only

Profile #:	_____
# Pages:	_____
Env. App.:	_____
Entered By.:	_____
Enter Date:	_____
Sales Rep:	_____

**A. Generator Information**

Check if Billing and Generator information are the same

Generator Name: _____	Bill Name: _____
Generator Address: _____	Billing Address: _____
City: _____ State: _____ Zip: _____	City: _____ State: _____ Zip: _____
Technical Contact: _____	Billing Contact: _____
Phone Number: _____	Phone Number: _____

Generator: USEPA ID: \_\_\_\_\_ State ID: \_\_\_\_\_ Haz. Tax ID: \_\_\_\_\_

**B. Waste Description**

Generating Process: \_\_\_\_\_

**Material Name:**  Solder Dross  Solder Dross w/Oil Residue  Other \_\_\_\_\_

**Physical State:**  Solid  Powder  Liquid  Sludge  Other \_\_\_\_\_

**Color:**  Gray/Silver  Other \_\_\_\_\_ **Odor:**  None  Other \_\_\_\_\_

**Flash Pt. (F):**  <400  >400 **Specific Gravity:** \_\_\_\_\_

**C. Chemical Composition**

Metals:	Prohibited Constituents:	Organic Compounds:
Tin (%) _____	Cyanides <input type="radio"/> Yes <input type="radio"/> No	Oil (%) _____ Type _____ <input type="radio"/> None
Lead (%) _____	Sulfides <input type="radio"/> Yes <input type="radio"/> No	Oil (%) _____ Type _____ <input type="radio"/> None
Other _____ Other (%) _____	PCB's <input type="radio"/> Yes <input type="radio"/> No	Other _____ ppm _____
Other _____ Other (%) _____	Dioxins <input type="radio"/> Yes <input type="radio"/> No	Other _____ ppm _____

**D. Shipping Information**

Solder Dross  Paste/Wipes  Other DOT Ship Name \_\_\_\_\_ Haz. Class \_\_\_\_\_

ID No.: \_\_\_\_\_ Packing Grp: \_\_\_\_\_ RQ: \_\_\_\_\_ Other Information: \_\_\_\_\_ EPA Waste Code: \_\_\_\_\_ State Waste Code: \_\_\_\_\_

Other: \_\_\_\_\_

**E. Generator Certification**

I hereby certify that all information submitted above and attached contains true and accurate description of this material. Any samples submitted are representative of the material offered. All relevant known or suspected hazards have been disclosed. This material does not contain any radioactive, biological, pathogenic, and/or etiological agents. I agree to notify ECS Refining of any changes in this material by submitting an updated Material Profile. Please add any additional information or comments on the next page.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**F. Additional Information/Comments:**