

1.0 INTRODUCTION

Charlotte Products Ltd. manufactures cleaning products for institutional/ industrial/ commercial and residential applications. The majority of the cleaning products produced are for the institutional/commercial markets. The manufacturing process includes mixing and packaging of cleaning solutions.

This plan summary has been prepared to meet the regulatory requirements as specified in Section 8 of the Toxics Reduction Act and in accordance with Sections 23 and 24 of Ontario Regulation 455/09.

1.1 TOXIC SUBSTANCES

Toxic substance reduction plan summaries have been prepared for the following substances and are provided in the appendices:

- 2-Butoxyethanol CAS# 111-76-2
- Isopropyl Alcohol CAS# 67-63-0

2.0 BASIC FACILITY INFORMATION

FACILITY INFORMATION

Company Name	Charlotte Products Ltd.		
Facility Name	Peterborough Facility		
Facility Address	2060 Fisher Drive Peterborough, ON K9J 8N4		
Physical/Mailing Address	same		
Number of Employees	41		
NPRI ID #	7089		
Spatial Coordinates (UTM NAD83)	17T	711500.55 E, 4904755.34 N	
NAICS Code			
2 digit NAICS code	32		
4 digit NAICS code	3256		
6 digit NAICS code	325610		

COMPANY CONTACT INFORMATION

Public Contact/Plan Coordinator

Name Asquith Williams
Email Williams@charlotteproducts.com
Phone 705-740-2880
Fax 705-740-1239

Technical Contact

Name Michael Mikoluk
Email Mikoluk@charlotteproducts.com
Phone 705-740-2880
Fax 705-740-1239

Person Who Prepared the Plan

Name Dorian Chlopas
Email dorian@kos.net
Phone 613-476-6953

Highest Ranking Employee

Name Asquith Williams Position: General Manager
Email Williams@charlotteproducts.com
Phone 705-740-2880
Fax 705-740-1239

PARENT COMPANY INFORMATION – NA

3.0 PLAN CERTIFICATION STATEMENT

The plan certification statements are included in the appendices with the Toxics Substance Reduction Plan Summary for each substance.

2-Butoxyethanol CAS # 111-76-2

DESCRIPTION OF SUBSTANCE

2-Butoxyethanol (EB) is a solvent and is a component of various cleaning products including deodorizers, floor cleaners, glass cleaners, floor strippers and all-purpose cleaners. The main function of solvents in cleaning products is to liquefy grease and oils or to dissolve solid soil to enhance the performance of surfactants. EB is used to enhance solvency in cleaning applications.

STATEMENT OF INTENT

Charlotte Products Ltd. is committed to sustainable manufacturing. We strive to meet the sustainable development goals of our customers and their customers by providing proven innovative cleaning solutions which lower costs, increase productivity, and make the work place safer and more environmentally responsible. At Charlotte Products Ltd. we continuously work to minimize our environmental impact by continuously improving operating efficiencies. Whenever feasible, we will eliminate, or reduce the use and releases of 2-Butoxyethanol (EB) in compliance with all Federal and Provincial Regulations.

OBJECTIVES

Since solvents such as EB are essential components of the cleaning products we are not able to cost effectively eliminate or replace it in our manufacturing process at this time. However, our goal is to continually evaluate alternatives and work toward improving efficiencies at the facility thereby reducing the use and release of EB in the manufacturing process.

REDUCTION OPTIONS TO BE IMPLEMENTED

Charlotte Products Ltd. has reviewed various options to reduce the use/release of EB in their cleaning products however, no technically or economically feasible options for reduction in the use/release of EB were identified.

REFLECTION OF CURRENT PLAN

This Toxics Substance Reduction Plan Summary accurately reflects the current version of the Toxic Substance Reduction Plan for 2-Butoxyethanol at the Charlotte Products Ltd. Peterborough facility.

ISOPROPYL ALCOHOL CAS # 67-63-0

DESCRIPTION OF SUBSTANCE AND EXPLANATION FOR SUBSTANCE USE

Isopropyl Alcohol (IPA) is a solvent and is a component of various cleaning products including deodorizers, floor cleaners, glass cleaners, floor strippers and all-purpose cleaners. The main function of solvents in cleaning products is to liquefy grease and oils or to dissolve solid soil to enhance the performance of surfactants. The function of IPA in the cleaning products is to solubilize fragrance and encourage evaporation.

STATEMENT OF INTENT

Charlotte Products Ltd. is committed to sustainable manufacturing. We strive to meet the sustainable development goals of our customers and their customers by providing proven innovative cleaning solutions which lower costs, increase productivity, and make the work place safer and more environmentally responsible. At Charlotte Products Ltd. we continuously work to minimize our environmental impact by continuously improving operating efficiencies. Whenever feasible, we will eliminate, or reduce the use and releases of Isopropyl Alcohol (IPA) in compliance with all Federal and Provincial Regulations.

OBJECTIVES

Since solvents such as IPA are essential components of the cleaning products we are not able to cost effectively eliminate or replace it in our manufacturing process at this time. However, our goal is to continually evaluate alternatives and work toward improving efficiencies at the facility thereby reducing the use and release of IPA and EB in the manufacturing process.

REDUCTION OPTIONS TO BE IMPLEMENTED

Charlotte Products Ltd. has reviewed various options to reduce the use/release of IPA in their cleaning products however, no technically or economically feasible options for reduction in the use/release of IPA were identified.

REFLECTION OF CURRENT PLAN

This Toxics Substance Reduction Plan Summary accurately reflects the current version of the Toxic Substance Reduction Plan for Isopropyl Alcohol at the Charlotte Products Ltd. Peterborough facility.

9.0

PLAN CERTIFICATION - 2-Butoxyethanol

CERTIFICATION BY HIGHEST RANKING EMPLOYEE

As of December 13th, 2013, I, *Asquith Williams* certify that I have read the toxic substance reduction plan for the toxic substance referred to below and am familiar with its contents, and to my knowledge the plan is factually accurate and complies with the *Toxics Reduction Act, 2009* and Ontario Regulation 455/09 (General) made under that Act.

2-Butoxyethanol



Asquith Williams, General Manager
Charlotte Products Ltd.

CERTIFICATION BY LICENSED PLANNER

As of December 13th, 2013, I, Dorian Chlopas, certify that I am familiar with the processes at Charlotte Products Ltd. Ltd. that use or create the toxic substance referred to below, that I agree with the estimates referred to in subparagraphs 7 iii, iv and v of subsection 4 (1) of the *Toxics Reduction Act, 2009* that are set out in the plan dated (date) and that the plan complies with that Act and Ontario Regulation 455/09 (General) made under that Act.

2-Butoxyethanol



Dorian Chlopas, Planner License # TSRP0163
B.Sc. Hon., Environmental Consultant
ROWAN Environmental Consulting Inc.

PLAN CERTIFICATION – Isopropyl Alcohol

CERTIFICATION BY HIGHEST RANKING EMPLOYEE

As of December 13th, 2013, I, *Asquith Williams* certify that I have read the toxic substance reduction plan for the toxic substance referred to below and am familiar with its contents, and to my knowledge the plan is factually accurate and complies with the *Toxics Reduction Act, 2009* and Ontario Regulation 455/09 (General) made under that Act.


Isopropyl Alcohol


Asquith Williams, General Manager
Charlotte Products Ltd.

CERTIFICATION BY LICENSED PLANNER

As of December 13th, 2013, I, Dorian Chlopas, certify that I am familiar with the processes at Charlotte Products Ltd. Ltd. that use or create the toxic substance referred to below, that I agree with the estimates referred to in subparagraphs 7 iii, iv and v of subsection 4 (1) of the *Toxics Reduction Act, 2009* that are set out in the plan dated (date) and that the plan complies with that Act and Ontario Regulation 455/09 (General) made under that Act.

Isopropyl Alcohol


Dorian Chlopas, Planner License # TSRP0163
B.Sc. Hon., Environmental Consultant
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