

Dear Chesterton Customer,

Thank you for buying a Chesterton Mechanical Seal. By purchasing this seal, you are now qualified to take part in the Chesterton Seal Repair and Exchange Program. This includes repairs and seals requiring analysis.

It is necessary that any hazardous residues present on the seal be properly identified before we handle it. In order to ensure the health and safety of everyone involved in this process, certain OSHA Hazard Communication Standard requirements must be met when you return the seal.

Please use the included Hazardous Identification Label and address label when returning a seal that has been in service. It is important to fill these labels out completely. The address label includes an option to indicate if the seal is for repair or analysis. Please note that all seals returned to Chesterton should be reasonably clean of excessive amounts of external chemical residue.

You may use the original Chesterton box or any other box to place your seal in for shipping. It is important that there is only one seal closed in a plastic bag per box and that each box is properly labeled with applicable SDS placed in a packing slip envelope on the box. Multiple seals that are boxed individually and labeled accordingly may be placed into a larger box/container for shipment.

1. Materials Not Accepted

- a. Radioactive Materials – Even when decontaminated or cleaned.

2. Materials That Must Not Be Present

- a. **For analysis, please check with our Quality/Process Engineer prior to disassembling the product as it may void the analysis, which may need to be reviewed remotely.** If the seal has been in contact with the following materials, then it must be disassembled, cleaned, and decontaminated so that no residue is present on the seal components sent to Chesterton. Please do not send elastomers or other non-repairable parts.
 - i. Biohazards, Level 2,3,4
 - ii. Toxics: Polychlorinated Biphenyl (PCB'S), Dichlorodiphenyltrichloroethane (DDT), and DIOXIN.
 - iii. Any chemical material referenced in the Dept. of Transportation (DOT) Hazardous Materials Table 49 CFR 172.101, Column 3 (Hazard Class) as Forbidden, Class 1 or Class 7
 - iv. Explosive Material (including Azides)
 - v. Materials fatal if inhaled or in contact with skin.
 - vi. Materials requiring air supplied or positive pressure respirators.
 - vii. Materials that are not listed on the U.S. EPA TSCA Inventory.
- b. Complete the Hazardous Identification Label and provide the associated SDS for the cleaner/decontamination chemical used on the seal.

3. All Other Materials

- a. Seal should be reasonably clean of excessive amounts of external chemical residue.
- b. Place one seal in a closed plastic bag per box, Hazard labeled, and affix SDS in packing slip envelope.
- c. Multiple seals that are boxed individually and labeled accordingly may be placed into a larger box/container for shipment.

Thank you again for buying a Chesterton seal and we look forward to working with you for your seal repair or analysis. If you have questions about these procedures, please contact us at (978) 469-6200 or by email at order@chesterton.com.

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