Procedure for Changing Sealed Air Foam Drums

- 1. When drums are low, use wedges provided to safely tip drums. This will use the majority of liquid leaving one small cup full.
- 2. At this stage, collect full drum(s) from Warehouse.
- 3. If drum(s) are on a full pallet, move onto single pallet(s).
- 4. This <u>must</u> be done by 2 people. Place the full pallet next to single pallet and slide/turn the drum moving onto a single pallet. If changing both coloured drums, repeat with second drum moving onto another single pallet.
- 5. Using a pallet truck, take single pallet to the Pump Room and place in the hashed area.
- 6. Remove lid on full drum.
- 7. Ensuring you are working on the <u>same</u> colour drum, remove pipes from empty drum.
- 8. Place pipes onto new drum.
 NEVER MIX COLOURS, ALWAYS RED TO RED AND BLUE TO BLUE.
 IF EVER MIXED REFER TO SEALED AIR MANUAL AS NOW CONTAMINATED.
- 9. Using the pallet truck, take the empty drum to the storage area for disposal collection.
- 10. If changing the other coloured drum, using the pallet truck collect and take to the Pump room.
- 11. Repeat changing process on the other coloured drum.

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 IF EVER MIXED REFER TO SEALED AIR MANUAL AS NOW CONTAMINATED.
- 12. Using the pallet truck take the empty drum to the storage area for disposal collection.
- 13. Using pallet truck place full drum(s) in designated place.