APPLICATION OF MEMBERSHIP

SAMAHAN SA PILIPINAS NG MGA INDUSTIYANG KIMIKA
CHEMICAL INDUSTRIES ASSOCIATION OF THE PHILIPPINES

I. REQUIREMENTS FOR APPLICATION OF MEMBERSHIP

Any business entity engaged in chemical manufacturing as well as those entities providing products and services to the chemical industry can qualify as member of the Samahan sa Pilipinas ng mga Industriyang Kimika (SPIK). It shall implement the flagship program of SPIK, Responsible Care®, in their respective companies.

Responsible Care® is a voluntary commitment of chemical companies to address widespread public concerns on health, safety and environment as affected by chemicals and chemical operations.

II. IMPLEMENTATION AND OPERATION OF RESPONSIBLE CARE®

1. Responsible Care® Commitment and Responsible Care® Global Charter

Top management shall have the responsibility to sign the Responsible Care® Commitment and the Responsible Care® Global Charter.

2. Responsible Care® Coordinator (RCC)

Top management shall demonstrate its commitment by:

a.) Designating a Responsible Care® Coordinator (RCC) who will serve as the focal point within the company for the implementation of Responsible Care® and as a liaison between SPIK Responsible Care® Council (SRCC) and the member company.

b.) Allowing the Responsible Care® Coordinator (RCC) to attend the quarterly RC Coordinator's meeting and other activities of the Association.

   a. RC Coordinator's Meeting (RCM) will be held in conjunction with the General Membership Meeting (GMM).

   b. Purpose of the RC Coordinator's Meeting (RCM)

      i. Update RC Coordinators with the current issues, laws, regulations and advisories from the different government agencies and position papers of the Association.

ii. Opportunity for best practice sharing and foster acquaintance with other RC Coordinators.

3. **Codes of Management of Practices**

Top management shall implement Responsible Care® with the applicable Responsible Care® Codes of Management within two (2) years upon joining SPIK:

Sector	Pollution Prevention	Process Safety	Employee Health and Safety	Product stewardship	Community Awareness and Emergency Response	Distribution	Security
Manufacturing	✓	✓	✓	✓	✓	✓	✓
Third Party Logistics Services	✓		✓		✓	✓	✓
Trading and Warehousing	✓		✓	✓	✓	✓	✓
Offices and Indentors			✓	✓	✓	✓	✓

4. **Submission of Self-Assessment Report (SAR)**

Self-assessment is a comprehensive and systematic review by the company of its activities and performance referenced against the requirements of the Responsible Care® Program.

Each member company is required to submit to SPIK their Self-Assessment Report (SAR) applicable to its line of business annually on or before **May 31**. This document serves to establish the industry baseline.

A minimum of four (4) Responsible Care® Codes of Management practices are expected to be implemented and assessed for all industry sectors.

5. **Submission of Key Performance Indicator (KPI)**

Key Performance Indicator or KPI is a tool to collect information from member companies on selected EHS parameters or as prescribed in the Key Performance Indicator Form.

Each member company is required to submit to SPIK the filled-up Key Performance Indicator Form annually on or before **May 31**. SPIK will then collate all the information gathered from member companies and forward same to ICCA RCLG through their electronic reporting system as part of our commitment to the Responsible Care® Global Charter. Results of the KPI survey shall likewise be included in our Annual Report which will be disseminated to the member companies.

6. **Responsible Care Verification (RC Verification)**

Verification is the process of checking the correctness of the Self-Assessment Reports of the Responsible Care® implementers.

After 2 years of Responsible Care® implementation, a member company will undergo mandatory Responsible Care® Verification