



Automotive Materials Transporter & Processor Audit Checklist

Company Name: _____

Check one the following for which the audit is being performed:

Transporter _____ Processor _____ Both _____

	Standard	Initial	Comments
1	Possess a valid business license.		
2	Possess a valid Ministry of the Environment Certificate of approval for all planned Automotive Material related activities (as		
3	Required to be Dangerous Goods Act compliant, including CSA and TDGA Drum Standards (where applicable).		
4	Required to be registered with Ontario Hazardous Waste Information Network (as applicable).		
5	Require WMHIS compliance, including WHMIS training.		
6	Possess a Workplace Safety and Insurance Board Certificate of Clearance.		
7	Must demonstrate compliance with O.Reg. 347 requirements, as applicable to planned activities.		
8	Required to have an emergency response/spill response plan in place, including associated employee training programs.		
9	All vehicles used to transport Automotive Materials must have an enclosed cargo area and must possess a valid Commercial Vehicle Operator Registration.		
10	All non-processed Automotive Materials must be stored in a secure area. Quantities of stored non- processed Automotive Materials cannot exceed 60 days average supply at any given time.		

	Standard	Initial	Comments
11	Required to carry a minimum of \$5,000,000.00 General Third-Party Public Liability Insurance on all vehicles/transporters of Automotive Materials, all facilities used to store Automotive Materials and all Processors of Automotive Materials. Automotive Materials Stewardship must be listed on the policy as an additional insured party.		
12	Exporting of Automotive Materials must be done in compliance with the federal government's Export and Import of Hazardous Waste and Hazardous Recyclable Material Regulations.		
13	In addition to complying with the above standards and regulations, any Transporter, Processor or sub-Processor of Automotive Materials wishing to register with Automotive Materials Stewardship as a Vendor, must comply with all requirements listed in the AMS Transporter and Processors Standards.		
14	Transporters and Processors of all Automotive Materials must possess and maintain auditable records.		
15	Transporters are required to maintain auditable records of program materials transported, stored at bulk storage facilities and records of bulk moves of the program materials to an Automotive Materials Stewardship approved primary processor.		
16	Processors are required to maintain auditable records of Processing Methodology, if the materials are shipped out for further processing prior to sending to the final processing operation (if applicable). Quantities, timing and destination of processed material shipped into market (disposition reporting) must be recorded.		

Automotive Materials Stewardship

Print Name: _____

Signature: _____

Date: _____

Company Senior Executive

Print Name: _____

Signature: _____

Date: _____