TECHNICAL REPORT

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Document management — Environmental and work place safety regulations affecting microfilm processors

Gestion des documents — Réglementations relatives à la sécurité environnementale et du lieu de travail affectant les processeurs de microfilms

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Foreword

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Introduction

This Technical Report was developed to help microfilm processing laboratories understand characteristics of effluent resulting from film processing, regulations, comply with regulations, and report on regulation compliance. The intended audience of this technical report includes those people responsible for maintaining an organization's awareness of environmental regulations and those people responsible for implementing procedures for compliance (such as training and record keeping) and reporting their implementations.

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Document management — Environmental and work place safety regulations affecting microfilm processors

1 Scope

This Technical Report provides information about environmental laws and regulations that can affect microfilm processing laboratories. These laws and regulations control the following microfilm processing activities:

— storage and disposal of effluents;

— storage and disposal of hazardous waste, employee safety training;

— notification of the public regarding hazardous waste incidents.

NOTE This Technical Report includes in an Annex, for information purposes, a discussion of The United States Environmental Protection Agency (EPA) Guidance Manual on the Development and Implementation of Local Discharge Limitations Under Pretreatment Programme and that guidance manual's relationship with state and local requirements in the United States. Also included in this Technical Report are examples of typical discharge limitations.

2 Terms and definitions

For the purposes of this document, the following terms and definitions apply.

2.1
bath
chemical solution in water used in wet processing

2.2
bleaching
converting the reduced silver of an image to soluble silver sulphate salts, in black-and-white reversal processing, that will be removed by clearing in colour processing (reversal or negative)

Note 1 to entry: This is the step that converts the reduced silver of an image to silver halide that will be removed by fixing and washing.

2.3
bleaching/fixing
combining, in a single bath, the bleaching and fixing steps

Note 1 to entry: This is a step in colour processing.

2.4
clearing
<bath> removing the soluble silver sulphate salts and the stains, in black-and-white reversal processing, resulting from bleaching action in colour processing (reversal or negative)

Note 1 to entry: This is the step that removes the stains resulting from bleaching action.

2.5
coupler
<coupling agent> chemical compound (e.g. phenols, naphthols, pyrazolones) that combines during colour development with the oxidation products of the developing agent to form a dye

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