



November 19, 2010

Dear Safety-Kleen East Chicago Re-Refinery Contractor:

We are pleased to announce Safety-Kleen has recently established a business relationship with ISN (www.isnetwork.com). Effective immediately, ISNetwork will begin serving as Safety-Kleen's primary Contractor information management system for East Chicago. As a result of this action, contractors and their subcontractors performing services for Safety-Kleen are required to become subscribers to ISNetwork. If your company is a current subscriber to ISNetwork, there is no additional fee; however, please ensure your company has completed the items below.

There is a nominal fee for this service. Safety-Kleen believes the benefits to both parties will far exceed any associated costs. A more comprehensive list of contractor benefits and subscription quick start guide are attached from ISN.

Your company's ISNetwork subscription will provide Safety-Kleen access to the following required information:

1. **Release Company Information** – in order for Safety-Kleen to view your company's information, please follow the steps below to authorize Safety-Kleen to view your company's dashboard:
 - a. Login to ISNetwork
 - b. Under "My Company", click on "Company"
 - c. Click "Authorize General Contractor"
 - d. Select "Approve" under the "Action Column" for Safety-Kleen
2. **Company Profile** – Populate your company's Dashboard in ISNetwork to include company contact information, office locations, types of work/industry classifications, geography served, etc. This will provide Safety-Kleen and other Owner Clients with your company's most current contact information at any time.
3. **EHS Questionnaire Management** – ISNetwork contains the Management System Questionnaire (MSQ) which will be utilized to gather your company's EHS data. The MSQ will replace all previous Safety-Kleen questionnaires sent to your company.
4. **Document Submittal** – Safety-Kleen will use ISNetwork to track and verify your company's *OSHA Forms and EMR Letters*. During your company's subscription set up, ISN will explain how to submit these documents within your company's subscription and make them available online to Safety-Kleen.
5. **Insurance Certificates** – Safety-Kleen will use ISNetwork to track and verify your company's insurance certificates.
6. **Review and Verification** – ISN Review and Verification Service (RAVS) will review your company's written health and safety program for conformance with regulatory and/or Safety-Kleen's standards. Your company will be required to submit to ISN RAVS copies of your company's written health and safety program. Detailed instructions will be communicated during your company's subscription set up. ISN RAVS will also verify your company's OSHA and EMR statistics and training documentation.

In order to be considered by Safety-Kleen for opportunities at East Chicago, your company's subscription must be in place and all required data must be posted **by December 30, 2010**. For further details about ISNetwork, **please contact the ISN Customer Service Team at (214) 303-4900 or (800) 976-1303 or visit their website at www.isnetwork.com.**

Your company's cooperation and participation in bringing this cost effective technology solution to our business relationship is appreciated. Safety-Kleen and ISN representatives will schedule Users Group Meetings and Helpdesks throughout the year. All contractors who have met the above requirements for Safety-Kleen will receive details of dates/locations of these meetings.

Sincerely,

A handwritten signature in black ink that reads "Dennis M. Zawodni".

Dennis M. Zawodni
EH&S Manager