



## DOCUMENT LOCATOR GUIDE

### DOCUMENT

### LOCATION

New Hire Orientation Records

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Automatic Sprinkler Annual Inspection Receipts

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Fire Alarm Annual Test Record Receipts

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Fire Extinguisher Annual Inspection Receipts

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Rolling Steel Fire Door Annual Inspection Receipts

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Forklift Daily Inspections

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Oil/Water Separator Cleanout Receipts

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Petroleum Bulk Storage Tank Permit

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Used Oil Pickup Receipts

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Used Oil Filter Pickup Receipts

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Spent Battery Core Pickup Receipts

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Used Tire Pickup Receipts

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Waste Hauler Transport Permits

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Batteries

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Tires

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Used Oil

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Waste Paint/Solvent Manifests

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Workers Comp Ins. Certs - Contractors

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Required Local Permits

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