



*Annual Performance Report Form*

**Facility Name:** Pfizer Lititz

**Performance Track ID #:** A030012

**Annual Performance Report #:** 1

**Reporting Year:** 2001

**Due Date:** July 1, 2002

# Section A

## General Facility Information

To the extent possible, EPA will pre-complete items A.1-A.8 for you. Please ensure that the information in A.1-A.8 below is accurate, complete, and up to date. Please supply or revise any information as necessary and then check the box to the left of the item(s) to indicate where changes have been made. Items A.9 and A.10 cannot be pre-completed; please respond as directed in A.9 and A.10 below.

*Did you make changes? If so, check box.*

- A.1  Name of your facility: Pfizer Inc.
- A.2  Name of your parent company: Pfizer Inc.
- A.3  Facility contact person for the Performance Track program  
Name: Mr./Mrs./Ms./Dr. Charles Souders, P.E.  
Title: Mgr., EH&S  
Phone: 717-627-9539 Fax: 717-627-9837 E-mail: charlie.souders@pfizer.com
- A.4  Facility's location  
Street Address: 400 W. Lincoln Ave.  
Street Address (cont.):  
City/State/Zip Code: Lititz, Pa. 17603
- A.5  Facility's website address (if any): N/A
- A.6  Number of employees (full-time equivalents) who currently work in the facility:  
 Fewer than 50  50 - 99  100 - 499  500 - 1000  More than 1000
- A.7  Does your company meet the Small Business Administration definition of a small business for your sector?  Yes  No
- A.8  North American Industrial Classification System (NAICS) Code(s) that are used to classify business at the facility: 325412
- A.9  In your application and, perhaps, in previous annual performance reports, you described what your facility does or makes. Have there been any (additional) changes to your facility's list of products and/or activities? If so, please list them in the space below.  Yes  No
- A.10  Please update the list of environmental requirements that apply to your facility. In the space below, indicate any changes that have taken place during this reporting period. If you have no changes to report, please write "No changes."  
No changes

## Section B

# Environmental Management System

**B.1 Environmental Management System Assessment.** Please summarize EMS assessments conducted *during the year*. Attach additional sheets as necessary.

a. Was an EMS audit or other assessment done by an independent third party?

Yes  No

If yes, please provide the *type* (e.g., ISO 14001 certification), the *scope*, and the *dates* (mo/yr) of each assessment.

ISO 14001; Lloyd's Register Quality Assurance conducted on :

September 17/19, 2001

March 11/12, 2002

Audits are conducted every 6 months. Audit includes: Environmental Policy, Aspects, Objectives and Targets, Environmental Management Plans and performance to the plan, Compliance Audits, Managements Review and employee interviews.

b. Was an internal or corporate EMS audit conducted?  Yes  No

If yes, please provide the *scope* and the *dates* (mo/yr) of each audit.

Corporate EH&S Assessment conducted March 11-15, 2002. Audit includes: Environmental Policy, Aspects, Objectives and Targets, Environmental Management Plans and performance to the plan, Compliance Audits, Managements Review and employee interviews.

c. Was a compliance audit conducted?  Yes  No

If yes, please provide the *scope* and the *dates* (mo/yr) of each audit, and indicate *who* conducted the audit(s) (e.g., facility staff, corporate groups, third party).

Gannett-Flemming, December 2001 (3rd Party Compliance Audit conducted each year)

Corporate EH&S, March 11-15, 2002. Audit includes: Management Systems, Air Quality, Waste Management, Wastewater, Energy Reduction, Waste Minimization.

d. (Optional) If you would like to describe any other audits or inspections that were conducted at your facility, please do so here.

Recycling Program Audit - Waste Reduction Services, July 2001

Control Solutions Energy Audit, December 2001

Pa. DEP Bureau of Air Quality Inspection, November 2001

# Section B

(continued)

## B.1

e. Briefly summarize corrective actions taken and other improvements made as a result of your EMS assessments and compliance audits.

- Implemented a document/report quality and completeness review system.
- Begin development of an Environmental Accounting system.
- Upgrade of containment systems.
- Upgrade of "Management of Change" system.

f. Has your facility corrected all instances of potential non-compliance and EMS non-conformance identified during your audits and other assessments?

Yes  No  No such instances identified

If no, please explain your plans to correct these instances.

g. When was the last Senior Management review of your EMS completed? *mo/yr* 08/2001

Who headed the review?

Name: Mr./Mrs./Ms./Dr. Sharon Timmis

Title: Site Leader

# Section B

(continued)

**B.2 ISO 14001 Certification.** Is your facility currently certified to ISO 14001?  Yes  No

**B.3 Environmental Aspects Identification.** When did your facility last conduct a systematic identification and/or review of your environmental aspects? *mo/yr* 02/2002

**B.4 Progress Toward Achieving Objectives and Targets.** In the table below, please provide a narrative summary of progress made toward EMS objectives and targets. **You may limit the summary to environmental aspects that are *significant* and towards which *progress* has been made during the *reporting year*.** In cases where progress relates specifically to a Performance Track performance commitment, complete the *Environmental Aspect* column, but in the *Progress* column simply refer to the performance commitment tables in Section C, i.e. "See Section C." Attach additional sheets as necessary.

<i>Environmental Aspect</i>	<i>Progress Made This Year</i> (e.g., quantitative or qualitative improvements, activities conducted)
Hazardous Waste	1317 Tons reduction due to improvements in cleaning processes.
Solid Waste	846 Tons reduction due to improvements in cleaning processes and manufacturing control improvements.
Electrical Consumption	1,081,000kwh reduction due to implementation of an energy cost reduction program and subsequent energy reduction projects that were implemented which includes: HVAC controls and lighting changes.
Wastewater/BOD	12,731 lbs BOD reduction due to improvements in cleaning processes

# Section C

## Environmental Performance Commitments

Please use the tables on pages 6-9 to summarize your facility's environmental performance against your Performance Track performance commitments. Complete only those boxes related to the baseline, current year, and performance commitment. If any of the boxes have been pre-completed for you, please verify the information. If you find information that is incorrect, cross it out and write in the correct information. **Leave blank any columns for future reporting years.**

C.1

### Performance Commitment 1

a. Use this table to report data related to your first performance commitment.

<b>Category</b> (see page 16 of the instructions): Waste					
<b>Aspect</b> (see page 16 of the instructions): Total Solid Waste					
	<i>Baseline (as stated in your application)</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment (the goal stated in your application)</i>
<i>Calendar Year</i>	2000	2001			2003
<i>Actual Quantity (per year)</i>	5,170	4,324			4,911 (optional)
<i>Measurement Units</i>	Tons				
<i>Normalizing Factor*</i>	1.0	0.997			1.0 (optional)
<i>Basis for your Normalizing Factor*</i>	Total Manhours worked				
<i>Normalized Quantity* (per year)</i>	5,170	4,337			4,911
*See pages 17-19 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

A methodology was developed to use an ingredient in product formulation as a "marker" to improve the efficiency of the cleaning process. During the cleaning cycle, the absence of the "marker" indicates that cleaning is completed. The new methodology eliminated unnecessary material purges. This reduced waste and increase production yields.

The application form for this site had indicated the 3 year waste reduction . The data listed above indicates the baseline waste volume and the target volume for each succeeding year.



c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

# Section C

(continued)

## C.2 Performance Commitment 2

a. Use this table to report data related to your second performance commitment.

<b>Category</b> (see page 16 of the instructions): Waste					
<b>Aspect</b> (see page 16 of the instructions): Hazardous Waste					
	<i>Baseline (as stated in your application)</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment (the goal stated in your application)</i>
<i>Calendar Year</i>	2000	2001			2003
<i>Actual Quantity (per year)</i>	1,862	1,317			1,637 (optional)
<i>Measurement Units</i>	Tons				
<i>Normalizing Factor*</i>	1.0	0.997			1.0 (optional)
<i>Basis for your Normalizing Factor*</i>	Total Manhours worked				
<i>Normalized Quantity* (per year)</i>	1,862	1,321			1,637
*See pages 17-19 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

Hazardous Waste Reclamation was initiated to recover the hazardous waste and reclaim it to produce 190 proof alcohol. This is a more costly option than thermal destruction but more environmentally friendly. In addition, the cleaning processes were modified to recover more usable product. The application form for this site had indicated the 3 year waste reduction . The data listed above indicates the baseline waste volume and the target volume for each succeeding year.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

# Section C

(continued)

## C.3 Performance Commitment 3

a. Use this table to report data related to your third performance commitment.

<b>Category</b> (see page 16 of the instructions): Energy Use					
<b>Aspect</b> (see page 16 of the instructions): Total Energy Use					
	<i>Baseline</i> <i>(as stated in</i> <i>your application)</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance</i> <i>Commitment</i> <i>(the goal stated</i> <i>in your</i> <i>application)</i>
<i>Calendar Year</i>	2000	2001			2003
<i>Actual Quantity</i> <i>(per year)</i>	40,066,800	38,985,800			37,066,800 (optional)
<i>Measurement Units</i>	kwh				
<i>Normalizing</i> <i>Factor*</i>	1.0	0.997			1.0 (optional)
<i>Basis for your</i> <i>Normalizing Factor*</i>	Total Manhours worked				
<i>Normalized Quantity*</i> <i>(per year)</i>	40,066,800	39,103,109			37,066,800
*See pages 17-19 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

Reduction due to implementation of an energy cost reduction program and subsequent energy reduction projects that were implemented which includes: HVAC controls and lighting changes.

The application form for this site had indicated the 3 year reduction in electrical usage. The data listed above indicates the baseline electrical consumption and the target consumption for each succeeding year.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

# Section C

(continued)

## C.4 Performance Commitment 4

a. Use this table to report data related to your fourth performance commitment.

<b>Category</b> (see page 16 of the instructions): Discharges to Water					
<b>Aspect</b> (see page 16 of the instructions): BOD Discharges to Water					
	<i>Baseline (as stated in your application)</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment (the goal stated in your application)</i>
<i>Calendar Year</i>	2000	2001			2003
<i>Actual Quantity (per year)</i>	153,191	139,311			138,191 (optional)
<i>Measurement Units</i>	pounds				
<i>Normalizing Factor*</i>	1.0	0.997			1.0 (optional)
<i>Basis for your Normalizing Factor*</i>	Total Manhours worked				
<i>Normalized Quantity* (per year)</i>	153,191	139,730			138,191
*See pages 15-17 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

BOD Reduction was achieved through improvements made in tank and delivery system designs which allows the tanks and systems to be more "drainable". This results in less tank product "heels" (product residuals) that remain in the tank when the cleaning process commences. Tank product "heels" contain the bulk of the site BOD generation. Reduction of the tank product "heels" ultimately reduces the BOD concentration in the wastewater.

The application form for this site had indicated the 3 year BOD reduction . The data listed above indicates the baseline BOD volume and the target volume for each succeeding year.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

## Section D

# Public Outreach and Performance Reporting

**D.1** Please briefly summarize the public outreach and reporting activities that your facility has conducted during the year. Feel free, but not obligated, to attach supporting materials (e.g., meeting agendas, public announcements).

Public Outreach Activities:

- Susquehanna Valley Ozone Action Partnership
- Lititz Flood Control Committee
- Lancaster County Environthon
- Lancaster New Era Science Fair
- Lititz Greenways and Trail Committee
- "Bike to Work" and "Clean Air Cup" programs

**D.2** Please indicate which of the following methods your facility plans to use to make its Performance Track Annual Performance Report available to the public. Please check as many as are appropriate.

- Website (URL pfizer.com)
- Open House
- Meetings
- Press Releases
- Community Advisory Panel
- Other

## Section E

# Self-Certification of Continued Program Participation

On behalf of Pfizer Lititz,  
(name of my facility)

I certify that

- ◆ I have read and agree to the terms and conditions specified in *the National Environmental Performance Track Program Guide*. This facility, to the best of my knowledge, continues to meet all program criteria;
- ◆ I have personally examined and am familiar with the information contained in this Annual Performance Report. The information contained in this report is, to the best of my knowledge and based on reasonable inquiry, true, accurate, and complete;
- ◆ My facility has an environmental management system (EMS), as defined in the Performance Track EMS criteria, including systems to maintain compliance with all applicable federal, state, tribal, and local environmental requirements in place at the facility, and the EMS will be maintained for the duration of the facility's participation in the program;
- ◆ My facility has conducted an objective assessment of its compliance with all applicable federal, state, tribal, and local environmental requirements; and the facility has corrected all identified instances of potential or actual noncompliance; and
- ◆ Based on the foregoing compliance assessments and subsequent corrective actions (if any were necessary), my facility is, to the best of my knowledge and based on reasonable inquiry, currently in compliance with applicable federal, state, tribal, and local environmental requirements.

I agree that EPA's decision whether to accept participants into or remove them from the National Environmental Performance Track is wholly discretionary, and I waive any right that may exist under any law to challenge EPA's acceptance or removal decision.

I am the senior manager with responsibility for the facility and am fully authorized to execute this statement on behalf of the corporation or other legal entity whose facility is part of the National Environmental Performance Track program.

Signature/Date \_\_\_\_\_

Printed Name Mr./Mrs./Ms./Dr. Sharon Timmis

Title Site Leader

Phone Number/E-mail Address 717-627-9321/sharon.timmis@pfizer.com

Facility Name Pfizer Lititz

Facility Street Address 400 W. Lincoln Ave.

Performance Track Identification Number \_\_\_\_\_

### **Paperwork Reduction Act Notice**

The public reporting and recordkeeping burden for this collection of information is estimated to average 188 hours per respondent annually. Burden means the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a Federal agency. This includes the time needed to review instructions; develop, acquire, install, and utilize technology and systems for the purposes of collecting, validating, and verifying information, processing and maintaining information, and disclosing and providing information; adjust the existing ways to comply with any previously applicable instructions and requirements; train personnel to be able to respond to a collection of information; search data sources; complete and review the collection of information; and transmit or otherwise disclose the information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.