

Emergency Spill Response Procedures

In the event of an uncontrolled release of a hazardous substance, certain procedures need to be followed to protect public health and welfare. This emergency action plan will include procedures for small spills that can be cleaned up quickly, how to recognize and report spill emergencies, and immediate evacuation of all employees for larger, dangerous spills. If a spill or leak has the potential to impact the University Community and is a hazardous substance, the National Resource Center (NRC) must be notified.

The following procedures apply to

Standard Spill Procedures

- 1.) Stand away from the affected area in order to evaluate the area and avoid unnecessary exposures.
- 2.) Identify the spill if possible without placing yourself or anyone else in harm's way. This step includes identifying: a) the material spilled (from the label or inventory sheet); b) the size of the spill; c) the presence of two or more spilled reactive substances; and d) unusual features such as smoke, foaming, odor, etc.
- 3.) Is this spill/leak minor enough to be contained by on-site personnel or is it an emergency? If someone has been harmed or there is presence or potential of a fire, consider it an emergency.
- 4.) Obtain assistance for every spill whether large or minor. Any spill has the potential to turn into a major disaster.

- 5.) Identify the spilled material to the best of your ability using the hazardous waste inventory located in this box or by using an MSDS or The Emergency Response Handbook.
- 6.) Design an approach to cleaning up the leak or spill.
- 7.) Gather the necessary supplies in order to clean up or contain the spill/leak which includes obtaining the appropriate personal protective equipment (PPE).
- 8.) Identify the source of the spill and attempt to rectify the problem which may include picking up a knocked-over container or turning a valve.
- 9.) Contain the spill as best as possible by using absorbent pads and booms. Locate any storm or sewer drains in close proximity and place a boom around them to keep substances from entering.
- 10.) Clean up the spill using the appropriate materials and dispose of them as hazardous waste including the PPE used.