

H. Hazardous Materials Spill

1. Large Spill – Hazardous Materials

A Large Spill exists when any of the following occurs:

- Cleanup of a spill of a hazardous material is beyond the level of knowledge, training or ability of the staff in the spill area.
- The spill creates a situation that is immediately dangerous to the life and health of persons in the spill area or facility.
- There are injuries as a result of the spill.

The following procedures should be followed for a Large Spill:

- CALL 911 if the spill is immediately dangerous to life and health, there are injuries from the spill or if there is a chance of explosion.
- ALERT people in the immediate vicinity of the spill and evacuate the room or area. If an explosion hazard is present, take care not to create sparks by turning on or off electrical equipment.
- CONFINE the hazard by closing doors as you leave the room or area. Use eyewash or safety showers in other areas as needed to rinse spilled chemicals off people
- EVACUATE any nearby rooms that may be affected. If the hazard will affect the entire building, then evacuate the entire building. **If there is a chance of explosion from the chemical spill, do not activate the building fire alarm.** Evacuate the building manually by alerting others by voice. Take care not to turn electrical equipment on or off or otherwise cause sparks. If there is no chance of explosion, activate the building fire alarm system by pulling the handle on a local fire alarm box.
- NOTIFY the Facilities Manager – the Facilities Manager will obtain assistance from outside spill response and clean-up contractors if necessary.
- NOTIFY Security.
- ISOLATE contaminated persons. Avoid contamination or chemical exposure.

2. Small Spill – Hazardous Materials

If there is a Small Spill in the area and personnel trained in hazardous material clean-up and the appropriate personal protective equipment and spill kit are available and there are NO injuries, then the following procedures should be followed:

- EVACUATE the immediate area, or the entire building if necessary.
- KEEP others out of the area.
- ASSIST others to safety.
- NOTIFY the Manager of Safety & Risk.
- NOTIFY Security.

- CONTAIN AND LABEL waste from the spill for disposal. (To be performed by personnel trained in clean-up, using appropriate spill kit and personal protective equipment.)
- Store waste in designated area until waste pick-up is scheduled.

Information to have readily available when reporting a spill

- Your name and incident location.
- Details of the incident including:
 - Type of incident, liquid spill, gas leak, biohazardous material, etc.
 - Type and quantity of hazardous material involved, if known.
 - Type of exposure to personnel, skin or eye contact, inhalation, etc.
 - Extent of injuries or damage, if any.

