



Title: **Hazardous Materials Spill Plan**

Number: EH&S -2-6

Revision: 8/1/08

Date 11/99

Pages 5

**PURPOSE:** To provide uniform procedures to be followed in the event of a hazardous materials spill.

**SCOPE:** Hospital wide.

**DEFINITIONS:**

**High Acute Toxicity:** Chemical which may be fatal or cause damage to target organs as a result of a single exposure or exposures of short duration.

**Highly Hazardous Chemical:** Chemical that is a reproductive hazard, carcinogen, hazardous drug, or has NFPA/HMIS health rating of 3 or 4.

**Human Carcinogen:** Chemical that can cause cancer in humans.

**Low Toxicity Chemical:** Chemical that does not meet the definition of high acute toxicity chemical.

**Major Chemical Spill:** More than 1 gallon spill of any chemical or unknown product.

**Minor Chemical Spill:** Less than 1 gallon spill of a chemical.

**Reproductive Hazard:** Chemical which affects the reproductive capabilities including chromosomal damage (mutations) and effects on fetuses (teratogenesis).

**I. Responsibilities:**

**A. Departmental Supervisor/Manager:**

1. Ensure staff is trained in proper handling of hazardous materials including:
  - a. Minor spill clean up procedures indicated in this policy.
  - b. Proper emergency contact numbers.
  - c. Proper Personal Protective Equipment (PPE) to handle the chemical.
2. Ensure that Material Safety Data Sheet (MSDS) are available for all hazardous chemicals in the department.

**B. Environmental Health and Safety (EH&S):**

1. Provide a trained Hazardous Materials (HAZMAT) Response Team to respond to major spills.
2. Assist staff in minor spills if they request assistance.
3. Provide training on hazardous material handling and spill cleanup.

**II. Procedures:****A. Minor Chemical Spill Clean up**

1. Minor chemical spills can be cleaned up by personnel who have been trained to work with the material.
2. Notify fellow workers in vicinity of spill.
3. Secure area, by restricting access and posting signs.
4. Remove any potential ignition sources and unplug nearby electrical equipment.
5. Gather and review safety information on spilled chemical. Review chemical's MSDS for a hazard assessment and other pertinent information.
6. Locate an appropriate spill kit, if available.
7. Don appropriate PPE which usually includes chemical splash goggles, gloves, apron or lab coat. If high splash potential exists, also wear a face shield and protective clothing.
8. Confine and contain spill. Cover spill with appropriate absorbent material. Neutralize acid and base spills prior to cleanup.
9. Clean up spill using a scoop or other suitable item and place material in appropriate disposal container.
10. Decontaminate spill surface with mild detergent and water, as appropriate. Carefully remove PPE, place non-reusable items in disposal container and thoroughly wash hands.
11. Contact EH&S for proper waste disposal.

12. Investigate cause of spill and review with EH&S. Document spill, response and follow-up with staff.
13. Replenish spill kit.

**B. Major Chemical Spill clean up**

1. Notify and evacuate fellow workers to a safe area. Post signs. Do not attempt to clean a major spill.
2. Call University Police at 911 (cell: 631-632-3333) and give details of spill including specific location, chemical, quantity, and if anyone is injured.
3. In case of an **injury or chemical contamination**:
  - a. Wear PPE and move victim from spill area.
  - b. Locate nearest emergency safety shower or eyewash.
  - c. If hazardous materials are splashed in the eyes, flush the eyes immediately with water, preferably using an eyewash station, for at least 15 minutes.
  - d. If the skin becomes contaminated with hazardous materials, wash the affected area thoroughly with copious amounts of water. Remove grossly contaminated clothing immediately. If available, use an emergency shower for at least 15 minutes.
  - e. Remove contaminated clothing and flush affected areas with copious amounts of water for 15 minutes. Place contaminated clothing in a plastic bag. Label and contact EH&S at 4-6783 for disposal.
  - f. If first aid trained, administer first aid as appropriate. Assist person to Employee Health or Emergency Department (after hours) for treatment. If possible, bring chemical label or MSDS.
4. University Police will contact EH&S and either EH&S staff or outside personnel will respond to the spill.
5. Staff knowledgeable about the spill should provide responders with all pertinent information and MSDS.
6. The responders or designee will inform staff when it is safe to re-enter spill area.
7. Investigate cause of spill. Document spill, response and follow-up with staff and EH&S.

**III. Off-site Facilities:**

Follow the above procedures except when contacting emergency response personnel. Off-site staff shall call 911 (local police) or the local fire department for major chemical spill response.

**INQUIRIES/REQUESTS:** Environmental Health and Safety  
L1-059 HSC  
Zip 8017  
Main Office: 444-6783  
Fax: 444-6845

**RELATED FORMS:**

**RELATED DOCUMENTS:** Laboratory Safety Guide, Policy 4-3  
Radiation Emergency Spill Procedures, Policy 6-7  
Chemical Hazardous Waste Management, Policy 8-1  
Annual Report on Carcinogens by National Toxicology Program  
(NTP) Annual Report on Carcinogens (latest edition)  
International Agency for Research on Cancer (IARC) Monographs  
(latest edition)

# CHEMICAL SPILL RESPONSE PROCEDURES

**REMEMBER: DO FIRST AID FIRST, THEN ASSESS THE SPILL - Is the Spill Major or Minor?**

<b>Minor Spill - Definition</b>	<b>Major Spill - Definition</b>
Less than 1 gallon: <ul style="list-style-type: none"> <li>• Chemical spill</li> <li>• Blood and/or body fluids</li> </ul>	More than 1 gallon: <ul style="list-style-type: none"> <li>• Chemical Spill</li> <li>• Unknown chemical or product</li> </ul>
<b>Minor Spill Response</b>	<b>Major Spill Response</b>
<ol style="list-style-type: none"> <li>1. Notify fellow workers in vicinity of spill.</li> <li>2. Secure area, by restricting access and posting signs.</li> <li>3. Remove any potential ignition sources and unplug nearby electrical equipment.</li> <li>4. Gather and review safety information on spilled chemical. Review chemical's Material Safety Data Sheet (MSDS) for a hazard assessment and other pertinent information.</li> <li>5. Locate an appropriate Spill Kit, if available.</li> <li>6. Don appropriate personal protective equipment (PPE) which usually includes chemical splash goggles, gloves, apron or lab coat. If high splash potential exists, also wear a face shield and protective clothing.</li> <li>7. Confine and contain spill. Cover spill with appropriate absorbent material. Neutralize acid and base spills prior to cleanup.</li> <li>8. Clean up spill using a scoop or other suitable item and place material in appropriate disposal container.</li> <li>9. Decontaminate spill surface with mild detergent and water, as appropriate. Carefully remove PPE, place non-reusable items in disposal container and thoroughly wash hands.</li> <li>10. Contact EH&amp;S for proper waste disposal.</li> <li>11. Investigate cause of spill and review with EH&amp;S. Document spill, response and follow-up with staff.</li> <li>12. Replenish spill kit.</li> </ol>	<ol style="list-style-type: none"> <li>1. Notify and evacuate fellow workers to a safe area. Post Caution signs. <b>DO NOT ATTEMPT TO CLEAN A MAJOR SPILL!</b></li> <li>2. If spill poses a fire hazard, activate nearest fire alarm. Call University Police at 911 (cell: 631-632-3333) and give details of spill including specific location, chemical, quantity, and if anyone is injured. <i>Note: At UH Satellites: Call local fire dept. or 911.</i></li> <li>3. In case of an <b>injury or chemical contamination:</b> <ol style="list-style-type: none"> <li>a. Wear PPE and move victim from spill area.</li> <li>b. If first aid trained, administer first aid as appropriate. Assist person to Employee Health or Emergency Department (after hours) for treatment. If possible, bring chemical label or MSDS.</li> <li>c. Locate nearest emergency safety shower or eyewash. Remove contaminated clothing and flush affected areas with copious amounts of water for 15 minutes.</li> </ol> </li> <li>4. University Police will contact EH&amp;S and either EH&amp;S staff or outside personnel will respond to the spill.</li> <li>5. Staff knowledgeable about the spill should provide responders with all pertinent information and MSDS.</li> <li>6. The responders or designee will inform staff when it is safe to re-enter spill area.</li> <li>7. Investigate cause of spill. Document spill, response and follow-up with staff and contact EH&amp;S.</li> </ol> <p style="text-align: center;"><b>For further information contact:</b>  <b>Department of Environmental Health &amp; Safety</b>            HSC, Level 1, Room 059            Stony Brook, NY 11794-8017            Phone: 631-444-6783            FAX: 631-444-6845  <a href="http://www.ehs.sunysb.edu">www.ehs.sunysb.edu</a></p>

