

transformers, elevators, and lifts. However, OSHA rules require a Contingency Plan must be in place

What if there is a Spill:

- x **SAFETY COMES FIRST!** Call 911 immediately if anyone is injured or if there is a potential for fire
- x Extinguish any source of ignition
- x Warn others and isolate the area
- x Determine the source of the release

Procedures for Handling Incidental and Emergency Spills (for containment only)

- x Incidental Spill Defined
 - i) Manageable spill that poses low risk to safety
 - ii) Not likely to adversely impact the environment
 - iii) Typically <5 gallons

What if there is an INCIDENTAL Spill:

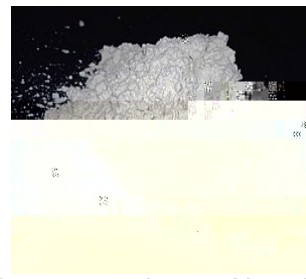
- x **First, ensure your own personal safety!**
- x Attempt to stop the release at its source (i.e., close valves, upright drums, etc.)
- x Contain/prevent the spill from spreading using spill response materials located on campus
- x Notify the department of Safety & Environmental Compliance at 251-460-7070
- x Fill out Td [(C)4 (ont)-4.7 (a)9.3 (a3)i.n1.7 (nt)-4.6 2 v4ta3 feeht1.6 (e2 (pl)-4p-4.6 (m: (pl)-4/1.6 (e/



Absorbent Pads



Oil Only Absorbent Booms



Loose Absorbent
Ex. Vermiculite



Non Sparking Shovel



Disposable Bags



Safety Gear

Notification Procedures in the Event of a Spill:

- x Safety & Environmental Compliance [251-460-7070](tel:251-460-7070)
- x University Police [251-460-6312](tel:251-460-6312)

What Spills Need to be Reported:

- x Discharges that cause a film, sheen or discoloration of the water or adjoining shoreline
- x Discharges that cause a sludge or an emulsion to be deposited beneath the surface of the water or upon the adjoining shorelines
- x Discharges that violate applicable water quality standards



Once you have read the previous sheet and have had any questions answered by your supervisor or by the department of Safety and Environmental Compliance please fill out the sheet below. This sheet should be kept in the employee's file by their supervisor and a copy should be faxed or mailed to the Department of Safety & Environmental Compliance. Fax to 257-270 or mail to 600 Clinic Dr. EOB Room 212, attention Lisa Cobb.

First Name Please print

Last Name Please print

Department

Date

Signature
