

## SPILL EMERGENCY RESPONSE

### [Safety Manual Table of Contents](#)

Spill Control Policy	1-2
I. <a href="#">Purpose</a>	1-2
II. <a href="#">Scope</a>	1-2
III. <a href="#">Preparation, Hazard Prevention and Training</a>	1-2
IV. <a href="#">Reporting a Spill</a>	1-2
V. <a href="#">Responsibility for Clean-up</a>	1-3
VI. <a href="#">Spill Kits</a>	1-4
VII. <a href="#">Decontamination</a>	1-5
VIII. <a href="#">Disposal after Cleanup</a>	1-5
IX. <a href="#">Medical Monitoring</a>	1-5

# Environmental Health & Safety Manual

## Spill Emergency Response

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### SPILL CONTROL POLICY

#### I. [Purpose](#)

The consequences of spills should be considered before they happen. The purpose of this policy is to establish preparation guidelines for the event of a chemical, radioactive and/or biological spill.

#### II. [Scope](#)

This policy applies to everyone associated with the University of Wyoming; building and grounds owned and operated by the University of Wyoming.

#### III. [Preparation, Hazard Prevention and Training](#)

- A. Advance preparation can prevent a small spill from becoming a tragedy.
- B. Become familiar with a chemical's hazards before using it.
  - 1. Read the Material Safety Data Sheet (MSDS) and use appropriate safeguards to prevent a spill.
  - 2. Being prepared with the proper emergency equipment or spill kits before a spill happens. Proper spill kits are explained in further detail in Section VI.
- C. Each department that handles hazardous chemicals is responsible for training their employees in the proper use of spill kits, and the use of appropriate personal protective equipment (PPE).
- D. Environmental Health & Safety (EHS) will assist in training by providing advice and personnel resources.

#### IV. [Reporting a Spill](#)

- A. These types of spills must be reported to EHS (766-3277):
  - 1. Health-threatening.
  - 2. Trained people and/or proper clean-up equipment are not available.
- B. Before calling either EHS or the Laramie Fire Department to report a chemical, radioactive, or bio-hazardous spill, the reporter should consider the following items:
  - 1. Personal exposure: If the spill will cause personal injury to yourself or

# Environmental Health & Safety Manual

## Spill Emergency Response

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- others, vacate the area.
  2. Containment: If it is feasible to stop the spill from spreading or going into a floor drain by containment, do so.
  3. Prevent access: If others might come to harm by entering the area, prevent access to the area.
  4. Assessment: Determine the type of material spilled and the extent of the spill.
  5. Injuries: Determine type and extent of injuries, if applicable.
  6. Reporting: Call either Environmental Health & Safety (X3277) or the Laramie Fire Department (911).
- C. Whether you call EHS or the Laramie Fire Department, you should be prepared to give the following information:
1. Identity of material spilled
  2. Quantity of material spilled
  3. Hazards of the material
  4. Extent of the spill
  5. Type and extent of injuries

### **Stay on the line to answer questions.**

#### V. [Responsibility for Clean-up](#)

- A. The responsibility for clean-up of a spill of hazardous material is based on the level of hazard of the spill itself, and the degree of personal protective equipment (PPE) required.
- B. Departments are responsible for cleaning spills that are not health threatening and for which trained people and proper clean-up equipment are on hand. In other words, spills which are small in nature and require a minimum of PPE.
1. In these situations, the only PPE required may be what is normally worn on the job; e.g. gloves, safety glasses, rubber aprons, or lab coats.
  2. EHS will supervise the cleanup of such a spill if desired.

# Environmental Health & Safety Manual

## Spill Emergency Response

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- C. EHS is responsible for cleaning spills that require protective clothing and an air-purifying respirator.
  - 1. Situations where there is need for a "splash suit" and an air-purifying respirator.
  - 2. Employees trained through the EHS Respiratory Protection Program may use respirators.
- D. The Laramie Fire Department will respond to spills requiring totally encapsulated suits to prevent skin contact and/or self-contained breathing apparatus (SCBA).
- E. In order to determine who should be called to cleanup a spill, you should be familiar with the materials with which you are working. Read the MSDS before you start working with the chemical, and know what you would do if you spilled a small quantity or a large quantity.
- F. If in doubt about the severity, call the Laramie Fire Department (911).

### VI. [Spill Kits](#)

- A. Every department or unit that handles hazardous chemicals shall have appropriate spill kits readily available to employees who handle those materials at anytime they are working with them. The spill kits shall have enough material to handle common spills. For example, neutralizing agents sufficient to cover 1 pint of an acid is not enough to take care of a 1 gallon spill, and therefore more would be required.
- B. There are six types of spill kits. Following is a list of the types of kits and the minimum requirements for each kit.
  - 1. Flammables: Many sorbents used for organic liquids only absorb the liquid and do not keep the vapors down. Therefore, the requirements for flammable spill kits include a sorbent that will not only contain the liquid, but also hold the vapors; a sealed container for the residue; and non-sparking tools.
  - 2. Radioactive: The requirements for a radioactive spill kit include a sorbent material to contain and remove radioactive liquids, soap and sponges to clean the area. Choose the sorbent material based on the chemical hazard of the spilled material. A survey meter is necessary to check for contamination.
  - 3. Mercury: The requirements for a mercury spill kit include a spatula, scoop or suction device; treated sponges or wipes; decontaminating

# Environmental Health & Safety Manual

## Spill Emergency Response

---

material; and jars to place contaminated material in.

# Environmental Health & Safety Manual

## Spill Emergency Response

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4. Acids: The requirements for an acid spill kit include a neutralizing material (not just a sorbent); indicators that neutralization is complete; and sealed containers for any residue.
  5. Bases: Similar to the acid spill kit, the requirements for a base spill kit include a neutralizing material (not just a sorbent); indicators that neutralization is complete; and sealed containers for any residue.
  6. Bio-hazardous material: The requirements for a bio-hazardous spill kit include a disinfectant (1:10 dilution of household bleach), an autoclavable squeegee, autoclavable dustpan, forceps, and germicidal soap.
- C. Other materials might require special spill kits; e.g. hydrofluoric acid.
- D. Proper PPE should be included in each kit. Refer to the MSDS, Chemical Safety Guidelines, the Radiation Safety Manual, or the Bio-hazardous Materials Spill Clean-up Policy for more information on PPE.
- E. Spill kits are available commercially, or may be assembled by the departments. Call EHS, ext. 3277, for advice if in doubt.
- F. The presence of spill kits will be an item checked during inspections.

### VII. [Decontamination](#)

- A. A spill can be considered cleaned when the hazards are no longer present. Verification of clean up can be performed by EHS, if requested.
- B. People need to be decontaminated, as well as property. Refer to Chemical Safety Guidelines, Radiation Safety Manual or Bio-hazardous Materials Spill Clean-up Policy for specifics.

### VIII. [Disposal after Cleanup](#)

- A. Residues from the cleanup of hazardous materials spills are hazardous, and they must be disposed of through the Hazardous Waste Program. Refer to the policy for Hazardous Waste Disposal.
- B. If EHS has assisted with the cleanup, EHS personnel will help fill out the forms for disposal.
- C. Contact EHS if there is doubt concerning disposal of any cleanup material.

### IX. [Medical Monitoring](#)

If the spill has caused any injuries or caused an overexposure to a regulated material, medical exams will be arranged according to the Chemical Hygiene Program.