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BMP# Technical Services #13

TITLE: SPILL RESPONSE AND EXPOSURE INCIDENT PROCEDURES

Regulatory Citation: 29 CFR1910.1200

Applicability: Spills of hazardous chemical or biohazardous materials in the Technical Services areas

Purpose: Prompt response to spills and incidents of exposure

**Person or
Department Responsible:** Technical Services

Schedule: not applicable

Procedures: When a hazardous chemical material spill occurs Technical Services staff will follow these steps:

1. Identify what spilled, where, and how much
2. If the spill is small enough to be absorbed, neutralized or otherwise controlled at the time of release by staff in the immediate area and does not pose an adverse exposure hazard to anyone, then the staff member will follow the attached procedures for cleaning up "small spills."
3. If it is determined that If the spill is large enough that it poses an adverse exposure hazard or cannot be absorbed, neutralized or controlled by the staff in the area, then evacuate the spill area and report the spill to Environmental Health & Safety or, after hours, call Public Safety, in accordance with the attached procedures for "large spills."
4. Provide as much information as you can on the nature of the spill. The Director of Environmental Health & Safety will contact an outside contractor to handle the spill.

If a small spill occurs in the chemistry or biology lab area, faculty will conduct the clean up. Tech Services will provide spill cleanup materials to the faculty upon request. If there is a large spill in a chemistry or biology lab, faculty will notify Tech Services so that outside assistance can be provided, following the procedures for a "large spill"

Record keeping: N/A.

**Record
Location:** N/A

Current Hazardous waste vendor: Precision Environmental

Contact: Director of Tech Services (629-7477)
Department of Public Safety 911 from a campus phone or 629-7163
Director of Environmental Health & Safety 629-7163

Exposure Incident Procedures

Formaldehyde or chemical exposure incident:

For splashes to skin or eyes:

- Skin contact: remove contaminated equipment and/or clothing immediately
- Wash the affected area with soap and large amount of water for at least 15 minutes
- Eye contact: wash eyes immediately at eye wash station, occasional lifting eyelids, for at least 15 minutes
- After washing seek medical treatment follow up as instructed below

For inhalation: if you are experiencing any of the following signs and symptoms related to exposure to formaldehyde or other chemical:

- Irritation to the upper respiratory tract and eyes
- Tearing of eyes
- Difficulty breathing
- Burning of the nose and throat, cough
- Skin discoloration, smarting, drying, cracking and scaling
- Skin numbness, hardening or tanning (due to chronic skin exposure)
- Clouding of vision some time after a splash to the eyes

GO IMMEDIATELY TO THE HVCC HEALTH OFFICE, 1st floor FITZGIBBONS OR THE EMERGENCY ROOM

- If possible, bring the Material Safety Data sheet or information on what you believe you were exposed to.

Spill Response Procedures

If possible, first determine what was spilled and the quantity.

Large Spills:

If the spill is large enough that it poses an adverse exposure hazard or is too large to be absorbed, neutralized or controlled by staff in the immediate area, then evacuate the area and contact:

Precision Environmental	346-5800 or 888-888-7464
Department of Public Safety	911 from a campus phone or 629-7210
Env. Health & Safety	629-7163

Do not re-enter the area until it is cleared by EHS

Small spills:

- 1) Clear the area by removing all students and employees not involved in the clean up from the area.
- 2) Don the following protective equipment:

safety goggles
chemical resistant apron
gloves
- 3) If a flammable material is involved, remove all sources of ignition from the area and use spark and explosion proof equipment if equipment is needed.
- 4) Remove all surrounding materials that could be especially reactive with the materials involved in the spill.
- 5) If the container is still leaking, stop the leak if possible (stopper, upright container, etc) and place it in a well-ventilated area.
- 6) Neutralize/clean up spill by using the appropriate chemical absorption material. If necessary dike the spill to contain it first to prevent it from reaching a floor drain.
- 7) Place all used spill material, chemical waste and debris, and used protective equipment in a plastic bag labeled "hazardous waste" provided with spill kit.
- 8) Label the container with a hazardous waste label, the name of the chemicals that were in the spilled material, and the date
- 9) Transfer to the chemical vault for proper disposal during the next haz waste pickup.

10) Procedures for leaking drum:

- a) Move drum into or construct containment area;
- b) Roll drum or stand up on end away from leak;
- c) Absorb spillage or leakage with absorbent;
- d) Transfer absorbent waste to drum or container, label accordingly; and
- e) Notify Precision Environmental for completion of spill response

If any chemical has been or is suspected to have been discharged to the sink or floor drain, contact the EHS office (7163) ASAP.