

## Hazardous Material Spill Response

### Preparation

1. Read Applicable Background information and related Company Policy Chapter.
2. Make \_\_\_\_\_ Copies of this Lesson Plan for Personnel
3. Make Transparency, procure transparency pens, etc.
4. Other:

### Material

- 1.

### Objective

By the end of this session, personnel shall be able to discuss:

1. The 4 classifications of hazardous chemicals and an example of each
2. The procedures to be followed in the event of a spill
3. Company cleanup procedures
4. What to do they develop a physical or abnormal reaction to a chemical or substance in the work place

### Background

Federal, state, and local environmental laws dictate the specific handling and disposal methods of hazardous materials. Failure to comply with these laws can be very costly as well as environmentally negligent. The Company will fully comply with all laws and regulations pertaining to the handling and disposal methods of hazardous materials. The Company will train all employees in the proper procedures to follow and what to do when they encounter a hazardous spill or leak.

### Notes

### **Classifications of Hazardous Materials**

There are four classifications of hazardous chemicals that employees will likely come into contact with. These are:

#### **IGNITABLES---TOXICS---CAUSTICS---REACTIVES**

**IGNITABLES-** Ignitable products are either flammable or combustible. A spill of this nature creates two problems: one involving the potential for explosion and/or fire, and the other is the pollution of the environment. Examples are gasoline, paint thinners, petroleum solvents, alcohol, and adhesives.

**TOXICS-** These products are poisonous to the body and can cause illness or death. Examples are anti-freeze, paint, insecticides, fertilizer, and cleaning fluids.

**CAUSTICS-** A caustic is anything that burns, strongly irritates, corrodes or simply destroys the skin. Examples are acids and drain cleaners.

**REACTIVES-** These products react violently when mixed with other products. The most common example is dry or liquid chlorine.

### **In the Event of Discovering a Spill**

Regardless of the nature of the spill, and before starting any cleanup activities, the employee(s) shall always secure the area around the spill. This is to include asking all other unnecessary employees and customers to move a safe distance away from the spill site. The employee(s) shall also barricade or cordon off access to the site with tape or other visual barriers as needed to keep people from wandering into the spill site. Once the area is secure, Management shall be notified of the spill, it's location, and when the area is clean. Management shall also notify public officials as necessary.

## Cleanup Procedures

Only trained and qualified Company employees shall clean up hazardous material. Employee(s) that are **Company qualified**, required and directed to conduct the cleanup shall always check the warning label of an unbroken container or the Material Safety Data Sheet (MSDS) of the product involved in the spill or leak. Either the product label or the MSDS should have cleanup procedures (Section VII of the MSDS form). If not, or if time does not permit, the employee(s) shall consider the product extremely hazardous and use the following cleanup procedure:

1. Immediately shut off or eliminate all possible sources of ignition to include turning off anything that might produce a spark, flame, or friction.
2. A fire extinguisher must accompany all ignitable spill cleanups.
3. Cover the spill or leak with absorbent materials to reduce evaporation.
4. Ventilate the area as well as possible by opening doors and windows.
5. If a spill is large, a fan shall be set up at least ten feet from the person cleaning up the spill. The fan shall be behind the person cleaning up the spill to blow the hazardous vapors away from their breathing area.
6. Wear safety goggles, gloves, disposable overshoes, and respirator (as necessary) prior to cleaning up the substance.
7. Small spills (one pint or less) can be cleaned up with absorbent materials (rags, paper towels, etc.), and placed into a plastic bag. These bags will be labeled as a flammable or combustible. The label on the bag must also have the following information: (1) the name of the product in the bag, (2) the quantity of material in the bag, (3) name of manufacturer, (4) and the date of the spill. The words "Hazardous Waste" must be clearly marked on the bag.
8. After the spill area is thoroughly dry, the spill area shall be scrubbed with a mild detergent using a broom or mop.
9. The bags shall then be placed in properly labeled containers for disposal. The Company can accumulate hazardous waste on site for up to 90 days without a permit. Disposal shall be in accordance to guidelines of local and state regulations.
10. All efforts shall be taken to prevent hazardous material from entering sewage systems. If infiltration occurs, the fire department shall be notified.

[illegible]

## What to Do if Accidental Exposure Occurs

Employee(s) in contact with the hazardous material shall be informed to recognize physical symptoms of accidental exposure (found in MSDS Section V). They shall be told that if they develop a *skin rash, shortness of breath, asthma or any abnormal condition, they are to see a doctor immediately for an evaluation!*

## Closure

If you have allergies or other medical condition that may be aggravated by exposure to any spilled chemical, you must not become involved in any cleanup procedure. You must notify your supervisor of your medical condition before any spill occurs. Does anyone have such a medical condition? What are you allergic to?

## What questions do you have?

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