



SPILL MANAGEMENT SAFE WORK PRACTICES

REVIEWED SEPTEMBER 22 2015

OH&S Code Part 7

PURPOSE

- The primary purpose of the Chemical Leak or Spill Procedure is to minimize potential risks to staff caused by the Chemical Leak or Spill. The secondary objective is to confine the Chemical to its area of origin and so reduce both the potential danger and potential damage.

SCOPE

- The possibility of a Chemical Leak or Spill can never be completely eliminated. For this reason, it is essential that every Employee be familiar with His or Her Roles and Responsibilities in the event of a Chemical Leak or Spill.

IMPORTANT SPILL OR LEAK INFORMATION

- If a spill or leak is too big to be safely contained or if it is producing a noxious odour, do not attempt to contain the spill or leak. Close and secure the door to the area of the spill or leak, and contact your supervisor.
- NOTE: Most MSDS, if you can identify the chemical, will give instructions about how to respond. Know these before an emergency takes place.
- Noxious odors sometimes present a far greater danger than the Spill or Leak itself;
- Never enter an area that has a Chemical Spill or Leak without first alerting others to the situation;
- Confine the odors by closing doors to the room where it is originating and close the Fire Doors in the immediate area;
- Different Chemicals have different characteristics and may or may not be heavier than air. Always wear the proper PPE when dealing with Chemical Spills or Leaks.
- All materials used in cleanup, including absorbed liquids are to be disposed of as a Hazardous Waste;
- Label Waste appropriately, check TDG Guidelines (see Supervisor);

SPILL OR LEAK CONTAINMENT PROCEDURE

If you discover a Spill or Leak then you must:

- ✓ Take prompt Action as necessary to reduce and/ or eliminate Hazards created by the Chemical Spill or Leak.
- ✓ Notify the supervisor who will decide whether to call 911. The Supervisor will make note of the location of the Chemical Leak or Spill. The Supervisor will also contact the Fire Warden of the situation.
- ✓ Evacuate if instructed to do so.
- ✓ Wear proper Personal Protective Equipment (e.g. Gloves, Respirators) as specified in the MSDS for the Chemical involved. If proper Equipment is not available to safely contain and decontaminate a Spill – Evacuate the area and contact the appropriate Personnel.
- ✓ Do not take unnecessary risks in attempting to contain the Chemical Leak or Spill.
- ✓ Once Safe to do so, attempt to absorb or neutralize liquids.
- ✓ Once safe to do so, sweep solids into a sealed container.
- ✓ Ventilate air to dispel vapours as required.



- ✓ Wash affected area with soap and water or detergent.

NOTE: The Supervisor will complete an Incident\Accident Report for any spills that occur at his site. The Report will be turned into the safety officer for review and will be retained.