

## Responding to a Minor Chemical Spill

### Standard Operating Procedure

Revision Date: 04/13/18

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A minor chemical spill is one that the laboratory staff is capable of cleaning up safely without the assistance of Environment, Health & Safety (EHS) and emergency personnel.

**NOTE:** For **major** spills or significant areas of contamination, call **911**.

### Resources

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In the event of a spill, consult the following documents for information about spill and emergency response:

- Chemical's Safety Data Sheet
- Process-specific standard operating procedure

### Spill Kits

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Stock the area with spill cleanup kits (kits) to clean up minor spills of commonly used chemicals. The kits contain:

- Instructions for use
- Absorbents
- Reactants
- Protective equipment

Kits are available through laboratory safety supply vendors.

### Procedure: Responding to a Minor Chemical Spill

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1. Notify all individuals in the general vicinity that a spill has occurred.
2. Isolate the area and keep other personnel out of the contaminated area.
3. If spilled material is flammable, turn off ignition and heat sources.  
**WARNING:** Do not light Bunsen burners or turn on other switches.
4. Avoid breathing vapors from spill, and if possible, open outside windows.
5. Do you have the training and equipment to clean up the spill?
  - If NO, call 911 and go to step 11.
  - If YES, then to go the next step.
6. Put on protective equipment, including:
  - Safety goggles
  - Gloves
  - Long-sleeve lab coat

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7. Confine spill to as small an area as possible.  
**CAUTION:** Do NOT wash spill down the drain.
  8. Use appropriate spill kits or sorbents to neutralize corrosives, absorb the spill, or both.  
**NOTE:** For powdered chemicals, use one of the following methods to clean up the spill:
    - Sweep carefully to avoid generation of dust
    - Use moist sorbent pads
    - Wet the powder with a suitable solvent and then wipe with a dry cloth
  9. Collect contaminated materials and residues and place in a waste container.
  10. Clean the spill area with water.
  11. Notify area supervisor.
  12. Label and manifest waste.
  13. Request a waste collection from Hazardous Materials Management (HMM) using one of the following methods:
    - Call HMM at (734) 763-4568
    - Complete the online [Waste and Supply Request](#) form
  14. Were there any illnesses or injuries as a result of the incident?
    - If YES, complete and submit the [Illness or Injury Report Form](#), then go to the next step
    - If NO, go to the next step
  15. Complete and submit the [Incident and Near Miss Report](#).