Name of Procedure

Spill Procedures

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**Applies To**: University of Michigan departments wanting to include spill response procedures in their set of standard operating procedure documents.

**Report all emergencies, suspicious activity, injuries, spills, and fires to the University of Michigan Division of Public Safety and Security (DPSS) by calling 911 or texting 377911. Register with the** [University of Michigan Emergency Alert System](http://dpss.umich.edu/emergency-management/alert/) **via Wolverine Access**.

Describe how employees should handle spills. Are there specific absorbents that should be used? If it’s a gas leak, what do you do when the detectors go off? Be specific. Are there specific concerns to be considered in the event of a fire? For example, some chemicals are water reactive, and using water on a fire where these chemicals are involved will make the problem worse.

* When a spill occurs, personal safety should always come first.
* Alert and clear everyone in the immediate area where the spill occurred.

A **minor (small) chemical spill** is one that the laboratory staff is capable of handling safely without the assistance of safety and emergency personnel, i.e., less than 1 gallon or 3.5 liters. A **major (large) chemical spill** requires active assistance from emergency personnel.

## Minor Spill

The following list is an overview of the steps to take in the event of a minor spill. Refer to the [Hazardous Waste > Spill Response](http://ehs.umich.edu/hazardous-waste/spill-response/) Web page for a more detailed procedure.

* Alert people in immediate area of spill.
* If spilled material is flammable, turn off ignition and heat sources. Don’t light Bunsen burners or turn on other switches.
* Open outside windows, if possible.
* Wear protective equipment, including safety goggles, gloves and long-sleeve lab coat.
* Avoid breathing vapors from spill.
* Confine spill to as small an area as possible.
* **Do not wash spill down the drain**.
* Use appropriate spill kits/sorbents to neutralize corrosives and/or absorb spill. Collect contaminated materials and residues and place in container. For powdered chemicals sweep carefully to avoid generation of dust or, if appropriate, use moist sorbent pads or wet the powder with a suitable solvent and then wipe with a dry cloth. Label and manifest waste and contact EHS, HMM (734) 763-4568 for proper disposal.
* Clean spill area with water.

## Major Spill

The following list is an overview of the steps to take in the event of a minor spill. Refer to the [Hazardous Waste > Spill Response](http://ehs.umich.edu/hazardous-waste/spill-response/) Web page for a more detailed procedure.

* Attend to injured or contaminated persons and remove them from exposure.
* Alert people in the laboratory to evacuate.
* If spilled material is flammable, turn off ignition and heat sources. Don’t light Bunsen burners or turn on other switches.
* **Call University of Michigan Division of Public Safety and Security (DPSS) at 911 immediately for assistance.**
* Close doors to affected area.
* Post warnings to keep people from entering the area.
* Have person available that has knowledge of incident and laboratory to assist emergency personnel.