



Chemical Spills

In the event of a spill involving hazardous chemicals:

1. Keep a safe distance from the spilled material.
2. Notify laboratory personnel.
3. During business hours (6am to 6pm) contact Environmental Health and Safety (EHS) at 657-278-7233.
4. After hours or if there is an injury/exposure, contact the University Police Department (UPD) by calling 9-1-1 or 657-278-2515.
5. Restrict access to the spill area to everyone but trained personnel.

Faculty, Staff, Students

Do not attempt to clean up a spill if:

1. The spill is larger than one liter.
2. You don't know what the spilled material is.
3. Your lab does not possess a spill kit or the necessary equipment to do the job safely.
4. The spilled material is highly toxic.
5. You don't feel comfortable cleaning up the spill or you feel any symptoms of exposure.

If you are trained to respond to laboratory spills less than one liter in size:

1. Evacuate the area.
2. Contact EHS at 657-278-7233 (6am-6pm). After hours, contact UPD at 9-1-1 or 657-278-2515.
3. From a safe distance, try to gather as much information on the spilled chemical as possible. If the chemical name can be found, look up its safety data sheet (SDS) and determine the personal protective equipment (PPE) required. If the chemical is very volatile (becomes airborne) and a respirator is required, do not complete any more steps and wait for EHS to arrive.
4. Isolate the area and restrict access to anyone except trained personnel.
5. Locate the Laboratory Chemical Spill Kit found in all teaching and research labs.
6. Put on the PPE in the Laboratory Chemical Spill Kit (chemical goggles, impervious nitrile gloves, Tyvek lab coat and booties).
7. Confine and contain the spilled material. For liquids, apply absorbent powder or absorbent pads around the perimeter of the spill to stop the spread, and then apply enough absorbent (or use pads) to cover the entire spill and allow it to fully absorb. Carefully scoop the soaked absorbent/pads and dispose in the plastic bags located inside the Laboratory Chemical Spill Kit. Label the bag with contents, and make sure to decontaminate the area with a mild soap and water solution. Contact EHS for further action. **NOTE: DO NOT USE ABSORBENT POWDER ON HYDROFLUORIC ACID (HF) SPILLS!**

8. Wait for EHS to further control the spilled material, decontaminate the area and manage the hazardous material disposal.
9. If there is an injury or exposure to an employee/volunteer or student/visitor, fill out the appropriate Injury/Illness Report Form and submit the form to the Department Chair and Risk Management, CP700. Injury/Illness Report Forms are available electronically on the EHS website under the 'Forms' tab; hard copies are also maintained in laboratories inside the Chemical Hygiene Plan binder.

Environmental Health and Safety

1. Manage spills of liquids, solids, radioisotopes, and the release of gases.
2. Make all regulatory notifications based on the assessment of the material.
3. Notify the UPD as well as the appropriate campus personnel (Dean of the College, Department Chair, EHS Director, Risk Management, Administration Vice President, etc.) as required.

University Police Department

1. Place a perimeter around the spill area and restrict access to unauthorized personnel.
2. Provide medical aide to all injured persons.

Incidents Involving Non-Campus Persons

If the spill involves a person that is not part of the campus community, obtain their name, the name of the company and phone number (if applicable), person(s) responsible for the campus location, person(s) involved in the incident, person(s) injured, insurance information, and contact information.

Tips on How to Avoid a Spill

1. Perform procedure review and know the chemical you are working with by referring to the SDS.
2. Store liquids in secondary containment and keep containers closed when not in use.
3. Eliminate clutter in work area and practice good housekeeping.
4. Use plastic coated or plastic containers whenever possible.
5. Dispose of waste and excess chemicals in a timely manner.

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