**Spill Response Policy/Procedure**

 Here at (company name) it is the responsibility of each individual to clean up their own spills when they are a minor spill. Any rags or absorbent material that is used must then be disposed of according to the chemical that was spilt, see M.S.D.S. sheets for detailed disposal information.

 For spills of a larger nature **always alert your fellow coworkers who could be exposed to the hazards** andyour **Supervisor**, **Plant** **Manager**, **Safety and Health Coordinator** to **ensure** the spill is cleaned up properly. **Not all chemicals can be treated the same.**

**Always check M.S.D.S. sheets and our Spill Response Guide to ensure proper clean up and disposal of the chemical.** In some cases we may need to inform the **National Response Center** or **The Poison Control Center** and get specific instructions to **neutralize** or otherwise **contain** the **threat.**

 This is critical if the chemical can escape into the sewer systems or get into our drinking water. Any chemical spilled outside has the potential of contaminating our water table.

Any time that the National Response Center, Poison Control Center, or any other Government Agency needs to be notified it will be done by the **Plant** **Manager**, your **Supervisor**, or the **Health** **and** **Safety** **Coordinator**.

 The **Emergency Spill Response Team** for larger spills will always consist of the Supervisor, the Employee responsible for the spill, and whomever the Supervisor instructs to help.

 **All team members must be fitted with All the proper safety equipment Before entering the spill or hazard zone. Some chemicals may require a plant wide evacuation, chemicals that are extremely flammable or combustible as well as chemicals that kill oxygen or otherwise create poisonous air. Always be familiar with the chemicals you are working with to ensure proper protective equipment is worn when handling the materials and cleaning up any spills that occur.**