

<b>Safety Policy &amp; Procedure Manual</b>		Section:	Date: 10-29-2015
		Revision:	
Subject: <b>Spill Prevention and Response</b>			

## Purpose

The purpose of this plan is to document spill prevention and response requirements. Each LTR work site will develop a spill prevention and response plan based on the requirements and template provided.

## Scope

This procedure applies to all LTR operations. When work is performed on a non-owned or operated site, the operator's program shall take precedence, however, this document covers LTR employees and contractors and shall be used on owned premises, or when an operator's program doesn't exist or is less stringent.

## Responsibilities

Each work site spill prevention and response plan shall contain the following requirements.

- Chemical substances should be stored in proper containers to minimize the potential for a spill. Whenever possible, chemicals should be kept in closed containers and stored so they are not exposed to storm water.
- The program must identify chemicals used that may be potentially spilled or released. This will include both liquid chemicals used at our facilities or brought on to owner client sites.
- Spill kits must be adequate for any anticipated spills. A proper spill kit must contain the appropriate supplies for materials that may be spilled. Supplies must be easily accessible when required, and considerations must be made for both the type and quantity of materials. The contents of spill response kits shall be periodically assessed to ensure the availability of adequate spill response supplies and adjust inventory as necessary.
- LTR shall ensure the availability of adequate spill response supplies by periodic inspection to assess their availability and adjust the inventory as necessary.
- Employees must be instructed on spill prevention and the proper response procedures for spilled materials. The training should include materials available for use, proper waste disposal and communication procedures.

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- Areas where chemicals may be used or stored must be maintained using good housekeeping best management practices. This includes, but is not limited to clean and organized storage, labeling and secondary containment where necessary.
- Proper communication measures for employees to initiate in the event of a spill will be created on a site by site basis. Communication procedures will be based on type and quantity of materials spilled.
- Environmental spills shall be reported to environmental authorities when required. Reporting procedures will be based on type and quantity of materials spilled.

Any significant spill requiring cleanup contact:

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# EMERGENCY RESPONSE

24 HOURS A DAY >> 7 DAYS A WEEK >> 365 DAYS A YEAR

# 888-ER-KLEEN

## 888.375.5336

**ACCIDENTS >> SPILLS >> CONTAINMENT & CLEANUP**

Have the following when calling:

TYPE OF EMERGENCY

COMPANY NAME

SITE ADDRESS

INCIDENT LOCATION

CONTACT PHONE NUMBERS

**safety-kleen**

A Clean Harbors Company

[www.safety-kleen.com](http://www.safety-kleen.com)