







Lab-Specific Chemical Spill Response Procedures

Date:	Department:
Principal Investigator:	Building/Room:
Spill Kit Location:	

Spill response procedures are developed based on the specific chemicals in your laboratory. It is critical that the user knows the properties and hazards of individual chemicals. Consult the applicable Safety Data Sheets at <https://carleton.ca/ehs/programs/working-lab/msds-sheets/>. Refer to the documents below to assist you in completing the lab-specific template. Once completed, add a copy to your chemical spill kit.

- ✓ Chemical Spill – General Guidelines
- ✓ Solvent Chemical Spill Response
- ✓ Corrosive Chemical Spill Response
- ✓ Dry Chemical Spill Response
- ✓ Chemical Spill Kit Inventory

The laboratory chemical inventory contains chemicals in the following hazard classes.					
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>

The laboratory chemical spill kit must be fully stocked with the following materials.		
		Notes
Lab-Specific Spill Response Procedures	<input type="checkbox"/>	
Resistant Gloves (<i>specify</i>)	<input type="checkbox"/>	
Goggles	<input type="checkbox"/>	
Drain Stopper	<input type="checkbox"/>	
Caution Tape	<input type="checkbox"/>	
Acid Neutralizer	<input type="checkbox"/>	
Base Neutralizer	<input type="checkbox"/>	
Solvent Adsorbent	<input type="checkbox"/>	
Formaldehyde Solidifier	<input type="checkbox"/>	
Universal Spill Pads	<input type="checkbox"/>	
Absorbent Socks	<input type="checkbox"/>	
Scoop/Dustpan	<input type="checkbox"/>	
Waste bags	<input type="checkbox"/>	
Marker and Hazardous Waste Labels	<input type="checkbox"/>	
Add any additional information specific to the laboratory		

<i>The following personal protective equipment must be donned to safely clean a chemical spill.</i>		
		Notes
Chemical Resistant Gloves (<i>specify</i>)	<input type="checkbox"/>	
Safety Glasses	<input type="checkbox"/>	
Goggles	<input type="checkbox"/>	
Labcoat	<input type="checkbox"/>	
Chemical Resistant Coveralls	<input type="checkbox"/>	
Apron	<input type="checkbox"/>	
Chemical Resistant Booties	<input type="checkbox"/>	
Respirator (<i>specify</i>)	<input type="checkbox"/>	
Filter Cartridge (<i>specify</i>)	<input type="checkbox"/>	
<i>Add any additional information specific to the laboratory</i>		

In the case of all spills

- ✓ Stay clear and warn others.
- ✓ Assist injured or contaminated persons.
- ✓ Assess the situation.

<i>Any spill or release of the following inventory chemicals is considered a major spill and emergency response assistance is required.</i>	
<i>Add any additional information specific to the laboratory</i>	

Where a hazard is believed to present an immediate danger, contact Campus Safety Services at (613) 520-2600 ext. 4444 IMMEDIATELY.

<i>Major Spill Emergency Response Procedures</i>
1. Evacuate immediate area.
2. Call Campus Safety at (613) 520-2600 ext. 4444. Identify yourself, nature of the spill, location of the incident (building and room number), any injuries present, when and how the incident occurred.
3. Wait in a safe area for the response team.
4. Do not allow unauthorized personnel to enter the contaminated area.
<i>Add any additional information specific to the laboratory</i>

If the spill is in a controlled laboratory, is safe to clean up and the person responsible is comfortable to do so, proceed with the following.

<i>Minor Spill Emergency Response Procedures</i>
1. Gather spill kit supplies.
2. Don the appropriate personal protective equipment (PPE)
3. Contain the spill by using absorbent socks around the perimeter and protect floor drains.
4. If required, carefully add neutralizing agent or adsorbent over the spill. Avoid the inhalation of dust and vapours.
5. Absorb and wipe the spill using pads or loose absorbent. Be careful as to not create dust.
6. Once absorbed, scoop the material into an impervious container.
7. Dispose as hazardous waste.
8. Clean the affected area with an appropriate decontamination agent.
9. Remove PPE and thoroughly wash hands.
10. Restock the emergency spill kit supplies.
Add any additional information specific to the laboratory

All workplace injuries, illnesses, and incidents including spills that have been cleaned up, must be reported immediately to the workplace supervisor and through [CU WorkSafe](#).

I have reviewed and approved this Chemical Spill Response Procedure.

PI Signature

Date

<i>I have read and understand the contents of this Chemical Spill Response Procedure.</i>		
Name	Signature	Date