

9. Hazardous Materials Incident

A hazardous materials occurrence may be a spill or release of chemicals, radioactive materials, or biological ingredients that endangers people or the environment. Simple spills that can be managed by the user and do not endanger people or the environment can be cleaned up by an individual who has been trained pursuant to the Chemical Spill Response Plan, the Chemical Hygiene Plan, and/or the Radiation Safety Manual, as applicable, and do not constitute an emergency situation for purposes of this plan.

Initial Response

- If it can be done safely, isolate the area, but do not walk into or touch any spilled materials and avoid inhalation of gases/fumes/smoke.
- If the spill happened inside of a building, evacuate the area. (See Appendix B)
- Call 911 and provide as much information as possible from the list below about the hazard, making sure to report any person(s) unable to evacuate the area due to illness/injury.
- Contact college officials making sure to report any person(s) unable to evacuate the area due to illness/injury.
- When reporting a hazardous materials incident, provide the following information about the hazard, if known:
 - o Name and quantity of the material.
 - o Location and time of the release of the material.
 - o Any exposures or injuries to persons.
 - o If any fire or explosion is involved.
 - o Your name, phone number, and location.
 - o Present the Material Safety Data Sheet of the hazardous material involved to emergency responders if it is available.
- Follow the General Instructions below.
- College officials will assess and investigate the site, as appropriate.
- In the event that there are any individuals injured or ill as a result of a hazardous materials incident and unable to evacuate the area, a college official will either assist in evacuating such individuals, if safe to do so, or contact other University personnel or local emergency responders for assistance in responding to the injured/ill individual(s).
- College personnel will notify other appropriate college personnel, as appropriate.
- If the incident involves any radioactive materials, college officials should notify the local fire department.

- Depending on the nature and degree of the hazardous materials incident, other support agencies, resource units, or specialized contractors may be brought in for service or assistance.
- Await and follow instructions from college personnel or support agencies.

General Instructions

- Do not walk into or touch any spilled materials.
- Avoid inhalation of all gases, fumes and smoke; stay up wind. Do not assume gases/vapors are harmless because they lack odor.
- If it can be done safely, isolate the area by closing doors and windows.
- Do not clean up hazardous materials.
- Evacuate or shelter in place if instructed. (See Appendices B and C)
- If safe to do so, assist any person who has been injured or who is overcome from exposure and cannot evacuate or shelter in place without assistance. Administer basic first aid when possible and appropriate. If not safe to do so, or if the extent of injury is serious, call 911.
- If instructed to shelter in place:
 - o Move to a location that is above ground level, if possible.
 - o Close and lock all windows and exterior doors.
 - o If possible, turn off all ventilation systems such as air conditioners, heating units, exhaust fans, or air handlers.
 - o If there is a danger of explosion, close any shades, blinds, or curtains.
- Await and follow instructions from college personnel or support agencies.

Special Considerations

- When responding to a chemical spill, immediately contact the fire department for assistance.
- When responding to an emergency situation involving radioactive material, contact the fire department for assistance immediately.
- A hazardous materials incident may develop into a fire. If this occurs, see the Fire section of this Appendix.
- In the event of a threat of hazardous materials such as a bomb threat or suspicious package/mail, see the Bomb Threat section or the Suspicious Packages/Mail section, as appropriate.
- For chemical burns, flush chemicals off of the surface of the skin under cool running water for 20 minutes or more, remove any contaminated clothing or jewelry, and wrap burned area with a clean, dry cloth.