

## STEP 1 **Assessment and Assistance**

- Assist injured persons, ensuring your own safety is not compromised.
- Evacuate all unrequired personnel from the area.
- Assess your capability to manage the spill based on the amount spilt and what you have to respond to it.
- Report incident to management and call for further assistance if required.



## STEP 2 **Personal Protection**

- Assess the nature of the liquid spilt, referring to MSDS sheets if available.
- Select and fit the appropriate level of personal protective equipment (PPE).



## STEP 3 **Containment**

- Stop the spill at the source - if safe and possible to do so.
- Isolate nearby storm water drains using drain protectors or sorbent pillows.
- Surround the spill using sorbent socks.



## STEP 4 **Spill Absorption and Disposal**

- Ensure that your absorbent is suitable for use with the liquid in question.
- Working from the outer edge of the spill and working back towards the source, use sorbent pads and loose absorbents to mop up the spilt liquid.
- Once mop up is completed, place all contaminated absorbents and PPE into dedicated waste disposal bags or salvage drums.
- Decontaminate equipment and personnel.
- Arrange removal of contaminated products with a reputable waste collection provider.



## STEP 5 **Debrief and Conclusion**

- Advise management that the incident is complete.
- Refer report to any applicable safety committee.
- Review the incident and ensure that response procedures were followed correctly.



## STEP 6 **Restock your Spill Kit**

- Be prepared for any future spills by restocking any sorbents, loose absorbents, or any other item you may have used to clean up the spill.

