

A. MINOR SPILLS INVOLVING MINIMAL TOXIC HAZARDS TO PERSONNEL.

1. Notify all other persons in the room at once and, before proceeding with the cleanup, notify the Hazardous Chemical Safety Officer.
2. Confine the spill immediately.
3. Permit into the area only the minimum number of persons required to deal with the spill.

a) Liquid spills:

- (1) Wear protective gloves
- (2) Place Labsorb neutralizer, or absorbent paper on the spill

b) Dry spills:

- (1) Wear protective gloves
- (2) Dampen spilled materials thoroughly taking care not to spread the contamination: use caution in dampening fine, dry particulate material so as not to create an aerosol; where chemical reactions with water are possible, use oil as an agent.
- (3) Use wipe tests or fluorescence tests to assure adequate cleanup.

4. Establish a plan and begin decontamination.
5. Monitor all persons involved in the spill and cleanup operations.
6. Prepare and submit to the Hazardous Chemical Safety Officer a complete description of any accident or spill involving a toxic Substance and Subsequent remedial and protective actions taken. This should be done on the NDSU Incident Report Form.

B. MAJOR SPILLS INVOLVING TOXIC HAZARDS TO PERSONNEL.

1. Anyone involved in a spill must notify all persons not involved in the spill to vacate the area at " once and limit the movement of displaced persons to confine the spread of contamination.
2. If the spill is liquid, use a stick, tongs, or lever to place the spill container upright; the hands may be used only if protected or g10ved appropriately. Spill kits are available and are required for limited access areas and laboratory rooms.
3. If the spill is on the skin, wash the affected parts thoroughly with water or appropriate solution.

4. If the spill is on clothing, remove and discard the contaminated clothing immediately.
5. Shut off the power to all fans and air circulators.
6. Vacate the room.

7. Notify the Hazardous Chemical Safety Officer as soon as possible and include identification of material involved.

8. Decontaminate personnel involved; obtain medical aid if necessary.

9. Decontaminate the area; personnel involved in decontamination must be adequately qualified and protected.

10. Spills should be inactivated in situ or be absorbed by any appropriate methods; check up with wipe tests or fluorescence tests.

11. Monitor all persons involved in the spill and clean up.

12. " Permit no one to resume work in the area without the approval of the Hazardous Chemical Safety Officer.

13. Prepare and submit to the Hazardous Chemical Safety Officer a complete history of the accident and subsequent remedial actions. (See Appendix C)