

Spill Prevention, Response and Cleanup Plan

Questions? Call the Snohomish County Health Department at 425.339.5250

Business Name			
Site Address		Telephone Number	

SPILL PLANNING AND PREVENTION

	Designate a trained facility safety officer.
	Monthly, update hazardous material inventory.
	Monthly, check quantity and locations of appropriate spill response materials.
	Provide spill prevention and response training to new employees.
	Annually, provide refresher spill prevention and response training to all staff.
	Annually, review and update facility diagram with locations of hazardous materials, spill kits, spill plan, Safety Data Sheet binders and storm system catch basins.

EMERGENCY CONTACTS

Contact or Agency	Trigger	Contact Name	Telephone Number
Emergency Medical Service	<i>Injury requiring medical attention</i>	N/A	911
Facility Safety Officer	<i>Any spill that happens at the facility</i>		
Business Owner or Manager	<i>Any spill that happens at the facility</i>		
Municipal Public Works Agency	<i>Any spill that reaches the storm system</i>		
Department of Ecology	<i>Any spill that reaches soil or surface water</i>		(206) 594-0000
Law Enforcement	<i>Any spill caused by a criminal act</i>		
Snohomish County Health Department	<i>Technical support and guidance</i>		(425) 339-5250

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SPILL RESPONSE PROCEDURES

1.	Communicate the hazard to all on site staff appropriate emergency contacts.
2.	Protect on site responders by putting on appropriate personal protective equipment such as gloves, goggles, coveralls and/or respirators.
3.	Control the spill by attempting to stop the release; close valves, upright drums/containers, plug holes, etc.
4.	Contain the hazard by preventing the spill from spreading to other areas including floor drains, catch basins and environmentally sensitive areas.
5.	Clean up the spill by following your facility's spill cleanup procedures.

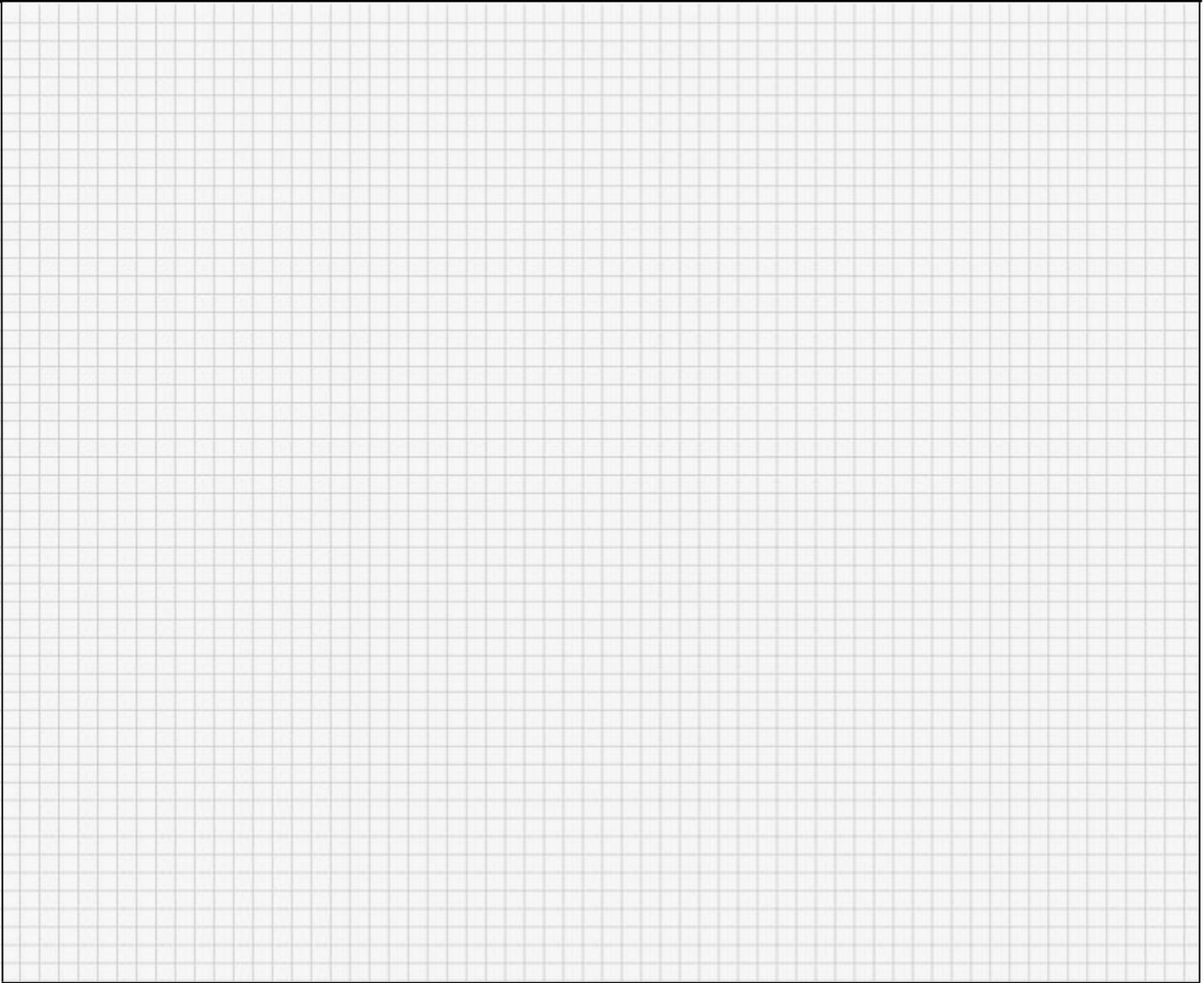
SPILL CLEANUP PROCEDURES

1.	Locate the nearest spill kit.
2.	Cover the spill with the absorbant materials found in the spill kit (cat litter, saw dust, absorbant pads, etc.).
3.	Use a broom, dust pan, shovel or other utensil to scoop up the saturated absorbant material.
4.	Place the saturated absorbant material into polyethylene bags contained in the spill kit.
5.	Spot clean the exposed surface with water and an environmentally safe detergent. Capture all wash water and dispose properly. Ensure no wash water enters the storm system.
6.	Contact the health department for disposal options.

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SITE DIAGRAM



KEY: locations of site entry, exit points, hazardous materials, spill kits, Safety Data Sheet binders, storm system catch basins and storm system outfalls

	Site Entry / Exit:		Hazardous Materials:		Storm Outfalls:	
	Catch Basins:		SDS Binders:		Spill Kits:	

