

Spill Clean-Up Instructions and Supplies

Employees that work with potentially harmful substances or in situations where biological spills may occur must be prepared to respond to a spill.

Chemical Spills

1. Major Chemical Spills

- a. If the spill is deemed to be unmanageable due to the amount or type of substance spilled, evacuate the area immediately. Close the door to the affected area if possible.
- b. If possible during the evacuation, bring the Material Safety Data Sheet binder; provide the binder to emergency responders.
- c. Call 911.

2. Minor Chemical Spills

- a. The following equipment and supplies must be readily available:
 - o Paper towels or other absorbent material
 - o Gloves
 - o Safety eyewear
 - o Gown or other protective clothing
 - o Leak-proof container and/or garbage bags
- b. Clear everyone from the immediate area. Close the door to the affected area.
- c. Obtain and review the Material Safety Data Sheet for the material that was spilled.
- d. Wear appropriate personal protective equipment including gloves and safety eyewear.
- e. Do not allow the material to spread. Dike, block or contain the spread of the spill by using absorbing material.
- f. Contaminated waste, including absorbent materials, must be properly packaged in a leak-proof container; garbage bags (double bag) may be suitable.
- g. Clean up the spill area with a regular cleaning detergent.
- h. Ensure waste container is labeled as hazardous waste with the name of the material that was spilled. Do not dispose of as regular waste. Contact local authorities regarding disposal requirements.

Blood and Body Fluid Spills

- a. If an on-site contracted cleaning service is available, contact them to clean up spills.
- b. The following equipment and supplies must be readily available:
 - o Disinfectant, such as Caviwipes
 - o Paper towels or other absorbent material
 - o Gloves
 - o Safety eyewear
 - o Gown or other protective clothing

- Tongs or scoop and sharps container (if there is broken glass present)
- Biohazard waste container
- Regular waste bags
- c. Clear everyone from the immediate area.
- d. Wear gloves, protective eyewear and gown.
- e. If broken glass is present, use tongs or scoop to pick up glass and dispose of in sharps container.
- f. For blood spills, absorb blood with paper towels or other sorbent material. Place waste in biohazard waste container.
- g. For vomit, urine or feces spills, absorb fluids with paper towels or other sorbent material. Place waste in a regular waste bag.
- h. Clean up the spill area with a regular cleaning detergent.
- i. Use disinfectant such as Caviwipes to disinfect the spill area. Follow the manufacturer's directions.
- j. Thoroughly wash hands.

Broken Glass

- a. The following equipment and supplies must be readily available:
 - Broom and dustpan or similar materials
 - Cardboard box or similar container
- b. Do not handle broken glass with hands. Use a broom and dustpan, tongs, or two pieces of rigid cardboard to collect broken glass.
- c. Place broken glass in a cardboard box.
- d. Clean up fragments of broken glass with a wet paper towel. Use several pieces of paper to ensure that it is thick and hands will not come in contact with glass fragments.
- e. Dispose of the paper towel in the box.
- f. Close and tape the box shut. Label it as broken glass with a marker.
- g. Place the box in outside garbage bin or can. Do not place the box in an indoor waste can.

Mercury Spills

- a. The following supplies must be readily available:
 - Mercury spill kit
 - Flashlight
- b. Evacuate everyone from the immediate area and shut the door. Turn off ventilation systems.
- c. Wear disposable gloves and safety eyewear.
- d. Do not use a vacuum or broom to clean up mercury.
- e. Follow the directions in the mercury spill kit.
- f. Use a flashlight to aid in seeing small droplets.
- g. If the spill is large, or on a rug that cannot be discarded, on upholstery or in cracks or crevices, it may be necessary to hire a professional. Large spills involving more than the amount of mercury found in a typical thermometer

product should be reported to Alberta Health Services, Environmental Public Health.

- h. Ensure waste container is labeled as mercury waste. Do not dispose of as regular waste. Contact local authorities regarding disposal requirements.