

When dealing with chemicals and hazardous materials (HazMats), it is best to keep in mind the motto of the Boy Scouts – Be Prepared. Not knowing can have unpleasant, expensive and even fatal consequences.

OSHA regulations under 29 CFR 1920.1200 go into detail about required labels, signs, Hazard Communication Programs, Safety Data Sheets (SDS), etc. It all boils down to two key points – **Know the Hazards** and **Know the Procedures**.

The SDS forms are great to *Know the Hazards*. SDSs also provide great information on what to do and not do. What they don't do is to detail your *Procedures*. Every facility with chemicals or HazMats on-site should have a written plan addressing Spill Procedures. The plan should include: who does what (roles and contact information), training requirements, notification and documentation details. While your *Procedures* need details, it also needs to be flexible and simple.

Both Tempe Fire and Environmental Services look at the storage and handling of HazMats during facility inspections. For inspections conducted by Environmental Services, emphasis will be on spill protection and prevention. If you follow the storage recommendations on the SDS forms and follow the Fire Code, there should be very few issues.

### Here are a few key items on Spill Protection & Prevention

- Properly train the staff that are using chemicals
- Know where the SDS forms are kept and read them before using the material
- Always wear the required personal protective equipment (PPE) needed when handling hazardous or non-hazardous materials (review the SDS)
- Know how to clean-up materials being used and have the proper tools and equipment available on-site (review the SDS)
- Know the proper method of disposal of waste and what to do with left-over materials used (review the SDS)
- Use the least toxic material needed to complete the task
- Use secondary containment for materials whenever possible
- Keep containers closed until needed
- Avoid storing materials outside uncovered
- Always be aware of drainage areas when working with materials outside
- Inspect material containers for damage and leaks – report problems to your supervisor



## Important items to include in Spill Procedures

- Initial evaluation – Distinguish a little job, big job or an emergency
- Communication – Have a prepared list of emergency contact numbers of supervisors, contract spill control company, insurance firm. Spills of a dangerous nature should be reported immediately to 911
- Control – Taking charge of the scene/incident, evacuate by-standers and unneeded staff, isolate spill from nearest storm water conveyance (catch basin, drywell, storm drain), spills in a public right-of-way need to be isolated from traffic and public
- Contain – Identify equipment on site for stopping and containing the spill from spreading
- Clean – Procedures for how to clean spill and decontaminate the site
- Disposal of spilled materials must be made in accordance with regulatory standards. Failure to abide may lead to both civil and criminal penalties.
- Documentation – Create an incident report documenting the who, what, where, when and how of the event. Photos are helpful. It is very important to have a good report.



## Spill reporting procedures for municipally owned facilities

- If there's an immediate threat to the public call 911
- Anything more than a minor spill should be reported to your supervisor
- Spills more than 5 gallons at a city facility should to be reported to 480-350-2819 and 480-350-2811 (Stormwater Hot Line)
- The non-emergency number for Police or Fire assistance is 480-350-8311

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If you notice anything other than stormwater running in the street or to a catch basin please report it to us [online](#) or call 480-350-4311, we will investigate and educate the discharger.

Preventive measures or best management practices (BMP's) reduce materials to stormwater exposure thereby limiting the amounts of pollutants available to be picked up by storm water. Be Stormwater Smart and assist Tempe in reducing pollutants in stormwater runoff see [www.tempe.gov/stormwater](http://www.tempe.gov/stormwater) and remember...



**Only Rain Down the Storm Drain!!**