**Does your spill require EHS Response?**

*Follow the flow chart to determine if EHS should respond to your spill.*

**Evacuate the work area and immediately call EHS**

**742-3876 – Daytime M-F 8AM-5PM**

**742-3328 – Non-daytime (24hr/day)**

Personnel may perform Limited Actions on their way out of the work area, such as:

* closing the fume hood sash if the spill is contained in the hood;
* opening the fume hood sash if the spill is located outside of the hood;
* shutting off heated equipment or gas lines; or
* stabilizing reactions.

*Only perform such actions if no immediate danger is present.*

Personnel should notify others in the area of the spill and be available to relay spill and/or work area details to EHS.

Personnel are also required to submit a SCAN or Incident Report as it applies to the situation.

Have personnel been trained on proper spill response?

YES

Are personnel comfortable responding to the spill?

Do the hazards presented by the spill exceed those of routinely working with the chemical?

Are the hazards of the spill known?

Do personnel have access to adequate spill response materials and equipment, including appropriate PPE?

Is the spill greater than 4 liters?

Is the spill a manageable volume and state?

Is the material toxic, flammable, corrosive or reactive?

Was mercury spilled?

Is the spill likely to escalate to an emergency (*e.g.* fire, oxygen deprivation, IDLH, LEL, etc.)?

NO

NO

YES

Was material released into the environment (*e.g.* into a drain, waterway, grass or dirt)?

YES

YES

NO

NO

NO

NO

YES

NO

NO

NO

NO

YES

YES

YES

YES

YES

YES

NO

**Lab personnel may clean up the spill themselves using the guidance provided in Appendix AC of the Lab Safety Manual and the chemical Safety Data Sheet. Submit a SCAN report to EHS after cleanup is complete.**