



PERFICUT SPILL RESPONSE PLAN

1/2025

Business Name: _____

Site Address: _____

Facility Activity Description: _____

It is important that all employees be trained to carry out the spill response actions set forth below and that each employee be familiar with the site plans that shows where hazardous materials, spill kits, SDS information and all potentially susceptible and vulnerable storm drains/catch basins are located.

Response Actions in Case of a Spill:

- 1. If possible, shut off the source of the spill immediately.
- 2. Immediately notify the Site/Property contact person and other emergency contacts (BELOW).
- 3. Refer to appropriate SDS for information regarding hazards, hazard controls and first aid.
- 4. Use appropriate PPE depending on the spill material.
- 5. Use absorbent materials, such as absorbent pads, floor sweeping compound or kitty litter (found in spill kit) to contain spills that are relatively small in nature and where the spilled chemical and its hazardous properties have been properly identified and assessed.
- 6. Cover/block any drains/catch basins in the spill area to prevent material from entering the stormwater system or sanitary/septic system.
- 7. If possible, clean up the spill using absorbent materials. Collect these absorbent materials and treat as hazardous waste.
- 8. If the spill is large or otherwise uncontrollable or poses a potential and immediate hazard to human health and safety, call **Emergency Response Agencies** listed below.
- 9. Complete a **Perficut Incident Report** as soon as the spill is contained. Include all details of the spill and clean-up.

Emergency Contacts:

Site/Property Contact: _____ Phone: _____

Site Manager: _____ Phone: _____

Account Manager: _____ Phone: _____

Other: _____ Phone: _____

Emergency Response Agencies:

Fire/Police: 911	Iowa DNR Spill Reporting: 515-725-8694
Illinois Emergency Management 217-782-7860	Nebraska DEQ Spill 402-471-2186

List of Hazardous Liquids that May Spill:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____



PERFICUT

SPILL RESPONSE PLAN

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12 STEPS TO SPILL CONTAINMENT

When someone discovers a spill, the following questions must be answered:

- What is the contaminant?
- Can the area be entered safely?
- Is necessary product information available (MSDS sheets etc.)?
- Does the person have the knowledge of the appropriate procedures and the ability to be of assistance?

To appropriately and efficiently approach a hazardous spill the following steps should be followed.

STEP 1 – GET AWAY If a hazardous spill is discovered, the first step is to move to a safe distance from the spill. All ignition sources and equipment should be turned off if possible.

STEP 2 – IDENTIFY WHAT WAS SEEN Accurately describe what was seen. What was it? Was it solid, liquid, or gas? Where was it? Did it have a familiar odor? What were the weather conditions?

STEP 3 – GET HELP Follow company procedures. Notify the key contact immediately and report the details of the spill.

STEP 4 – HAZARD ASSESSMENT Determine the hazards by obtaining the Material Safety Data Sheets, read labels, identifying signs or Transportation of Dangerous Goods placards. If this becomes necessary, responders should assume the worst and use the highest level of personal protection equipment.

STEP 5 – ALERT OTHERS AND EVACUATE UNNECESSARY PERSONNEL.

STEP 6 – SECURE THE AREA AND ESTABLISH SPILL BOUNDARY.

STEP 7 – PREPARE A PLAN OF ACTION After the hazard has been identified, the team should prepare an action plan. Environmental conditions such as wind direction, potential for rain and what happens on the site ought to be considered. Prepare for emergency vehicle access.

STEP 8 – SECURE PROPER EQUIPMENT AND MATERIALS. Establish levels of personal protection equipment required by determining potential hazards. Choose equipment such as spark proof tools if flammable liquids are involved.

STEP 9 – ESTABLISHED DECONTAMINATION AND FIRST AID STATIONS In the event that someone is injured establish decontamination procedures. Arrange for medical assistance and support if necessary. Material Safety Data Sheets will provide the health and medical data required for the hazardous material.

STEP 10 – CONTAIN THE SPILL The goal is to limit the spread of contaminant and thus maximize safety and minimize liability costs.

STEP 11 – CLEAN UP THE SPILL The goal here is to limit the spread of the contamination, remove contaminant from protective clothing before removal, and clean the equipment. Sorbents used to clean up the spill are often classified as hazardous waste. Absorbed materials have the same properties as the spill material. Sorbents must be properly packaged for disposal according to municipal, provincial, state and federal regulations.

STEP 12 – INVESTIGATE AND EVALUATE The cause of the accident needs to be investigated and evaluated in order to prevent further occurrences. Evaluate the plan to determine if improvements are necessary. Improvements should be built into quarterly spill accident exercises. All supplies should be replenished immediately.