	Title: Procedure in the event of a chemical spillage.	Author: G. Cockerill	Date: 2/Oct/2012
	No: SOP_R15	New Author: P. Madhou	Date: 1/Sept/2024
	Version: 6		Review Date March 2026




**SOP_R15 : PROCEDURE IN THE EVENT OF A
CHEMICAL SPILLAGE**

Disclaimer

When using this document, please ensure that the version you are using is the most up to date either by checking on the City St George's /PORTAL/HTA website for any new versions or contact the HTA coordinator to confirm the current version.

Out of date documents must not be relied upon and should be destroyed.

6	Aug 2024	City merge, review and formatting	PM	HTLRG
5	Sept 2023	New DI, updated contacts & formatting	AS	HTLRG
5	Sept 2022	New DI, Add PD & Review	AS	HTLRG
4	August 2020	Review (updated links)	AS/PL	HTLRG
3	March 2018	Reviewed & Amended (New Author)	AS	PL
3	Dec 2016	Update contact list	AS	PL
3	Oct 2016	New DI details	AS	MF
3	March 2016	Amended ,issued for use	GC	HTLRG
2	October 12 2013	Review	HTLRG	HTLRG
2	October 12 2012	Added amendment item 4.0	GC	HTLRG
2	Jan 09	HSE contact details	PB	PA
1	July 08		HTLRG	HTLRG
1	July 07	Issued for use	LD	PA

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0	July 07	Draft issued for comments		
Rev	Date	Amendment	Approved by	Authorised by

1 Purpose

- 1.1 This document details the procedure to be adopted in the event of a major chemical spillage in the laboratories or associated areas at City St George's, University of London.

2 Definition

A spill is defined as an uncontrolled release of a chemical. Spill can be categorized as major or minor.

Major spills meet one or more of the following criteria:

There is fire or potential for fire or explosion.

The spill poses an immediate danger to life or health.

There are injuries requiring medical attention.

The properties or hazards of the spilled material are unknown.

Minor spills do not meet the above criteria and can easily be dealt with by laboratory personnel.

3 Associated Documents

- 3.1 Appendix: list of common hazardous chemicals; Health & Safety Office contact details. Chemical data sheets.

4 Procedure – major spill

If necessary, summon emergency services

4.1 Evacuation

Alert all personnel (staff or students) who are within the affected area and evacuate all individuals not involved in the contamination if necessary. Treat affected persons according to Material Safety Data Sheet (MSDS). If required call 0909 and request first aid assistance.

4.2 Containment and removal of spilt chemical

Full PPE including breathing apparatus must be put on before attempting to clear the spill.


If necessary respiratory protection should be used – either a Sundstrom respirator or BA.

Note that only trained personnel should use this equipment.

Commercial spill kits can then be deployed as per manufacturer's instructions to contain and absorb the spilt chemical. Alternatively, paper towels and absorbent tissues can be used to absorb the spill.

Thoroughly rinse the affected area with cold water and mop up. Put "Wet Floor" warning signs in place.

In all cases reference should be made to the appropriate MSDS and COSHH/Risk Assessment forms.

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4.3 Disposal

Reference should be made to the Health and Safety web pages and/or consultation with Health and Safety Office staff with regards to the appropriate disposal of the material.

In the first instance, the contaminated absorbent material should to be double bagged in robust autoclave bags before being put into yellow clinical waste bags and secured with bag ties.

4.4 Major spills must be notified formally to the SHE office using the online form following this link: <https://www.sgul.ac.uk/about/our-professional-services/safety-health-and-environment/forms>

5 Minor spills

5.1 Minor spills must be cleaned up promptly and thoroughly.

5.2 Identify the chemical/s involved and consult the MSDS for information regarding emergency procedures following a spill.

5.3 Dispose of all contaminated materials according the University codes of practice to be found on the Safety, Health, Environment & Wellbeing pages on the Portal

5 APPENDIX

Examples of hazardous chemicals stores in the Laboratories and associated areas:

Organic chemicals phenol

Acids sulphuric, hydrochloric

Alkalis sodium hydroxide


Flammables ethanol, methanol, acetone, isopropanol

Toxins arsenic, formaldehyde, mercury

SHE Office: extension 5765/ 5365

6 Amendment of SOPs

If, in the course of applying this document, the user identifies a modification which will improve this document, please bring the suggested changes to the attention of the Person Designated (PD) so that amendments can be reviewed and implemented.

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7. Contacts DIs and PDs

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