

SPILL PREVENTION AND RESPONSE



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Section:	32	Revision Number:	01
Status:	Issued	Last Revised:	2/28/2018

1. Introduction

- a. **H2 Enterprises, LLC.** has adopted this policy to inform employees of the Spill Prevention and Response Policy. This ensures the safety and health of the employees.
- b. Safety Director is responsible for ensuring that the following policy is enforced.

2. Storage

- a. It is the policy of **H2 Enterprises, LLC.** that all chemical substances must be stored in the proper containers to minimize the potential for a spill. Whenever possible, chemicals will be kept in closed containers and stored so they are not exposed to storm water.

3. Substance Identification

- a. It is the determination of **H2 Enterprises, LLC.** to ensure that all chemicals used that may be potentially spilled or released are kept on the chemicals with potential spill or release list. The chemicals list will consist of both liquid chemicals used at the facilities of **H2 Enterprises, LLC.** or brought on to the sites of the owner client.

4. Spill Kits

- a. It is the policy of **H2 Enterprises, LLC.** that spill kits must contain the appropriate supplies for the materials that that may be spilled. The supplies will be easily accessible when required and considerations will be made for both the type and quantity of materials.
- b. It is the determination of **H2 Enterprises, LLC.** to ensure the availability of adequate spill response supplies by periodic inspection to assess their availability and adjust inventory as necessary.

5. Training

- a. It is the policy of **H2 Enterprises, LLC.** that all employees will be instructed on the proper response procedures for spilled materials. The following procedures will be carried out in the event of a spill.
 - i. Immediately Contact Safety Director
 - ii. At all times, there will be one person on call (and available to respond to an emergency, who will be responsible for coordinating all hazardous waste emergency response measures.

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1. This individual will be designated the Emergency Coordinator (Onsite HS&E Supervisor, Superintendent, or designee), and will have the authority to mobilize all resources necessary to carry out procedures outlined in the plan. All hazardous waste generating operations and activities at the location and characteristics of hazardous waste, the location of records, and location of all emergency response and spill cleanup and control equipment.

iii. In the event of a hazardous waste release, the Emergency Coordinator, or alternate, must be contacted immediately.

iv. A mobile communication system (i.e., telephone, radio, walkie-talkie, or cellular phone) will be available near the storage locations during transfer operations. If fuel delivery trucks are equipped with a communication system, that will be considered adequate means for emergency communication.

6. Emergency Coordinator Assumes Control

a. The Emergency Coordinator must be informed of the nature and location of the spill and will direct the resources of manpower and equipment for the spill response action. The emergency coordinator shall remain in control for the duration of the response.

7. The Need of Outside Support (Larger Spills)

a. The Emergency Coordinator, or individual directed by the Emergency Coordinator, will make the necessary contact with outside support and regulatory agencies. Larger Spills Contractor.

8. Spill Events

a. In the event of an incident involving a large spill (greater than 1 gallon of hazardous material or 1 pint of acutely hazardous)

i. Alert the Emergency Coordinator.

The Emergency Coordinator will immediately notify the Environmental Health and Safety Department. The Emergency Coordinator will summon additional assistance, if necessary (local or state emergency response teams, Fire Depts. etc.)

ii. Appropriate PPE

Determine exact source of leak or spill, amount, and area affected by the release. Use personal protective equipment and assess the nature of the hazards and hazardous chemicals, remedy and stop the source of the spill, if safe to do so. Stop spill material with standard industrial absorbent. Take the

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necessary action to keep the spill from spreading. Spread absorbent to surround and absorb the spilled material. Collect contaminated material (absorbent, rags, disposal suits, etc.) into a recovery drum and label for proper disposal.

9. Disposal of Spill Materials

- a. Oil Spill Waste will be cleaned up using spill absorbent material, and drummed for off-site disposal. Free liquid is pumped into UN approved 30 or 55-gallon drums. The UTPA Environmental Protection Division using approved UT System Vendor disposes of waste generated.

10. Hazardous Waste Releases

- a. The emergency coordinator must, immediately after an emergency, provide for the treatment, storage, or disposal of recovered waste, contaminated soil or surface water, or any other material that results from a fire, explosion, or other release at the facility.

11. Housekeeping

- a. It is the policy of **H2 Enterprises, LLC**. that areas where chemicals may be used or stored must be maintained using good housekeeping best management practices. This includes, but is not limited to clean and organized storage, labelling, and secondary containment where necessary.

12. Communication Measures

- a. The following emergency contacts will be summoned by telephone or directly in the event of a spill of any quantity that is either indoors or outdoors.
- b. Emergency Contact Numbers will be posted throughout the jobsite and right of way.
- c. The following information should be provided when reporting a spill:
 - i. Identity of the caller
 - ii. Contact phone number
 - iii. Location of spill
 - iv. Type of product spilled
 - v. Quantity spilled
 - vi. Extent of actual and/or potential water pollution
 - vii. Date/Time/Cause of spill