



SAFELY HANDLING MAJOR AND MINOR SPILLS

Environmental Health & Safety Factsheet • risk@twu.edu • (940) 898-4001

DO NOT CLEAN UP SPILLS (major or minor) if you don't know what the spilled material is; if you lack the protective gear, equipment, or knowledge to do the job safely; or if you experience any symptoms of exposure.

	MAJOR SPILLS OR INCIDENTS	MINOR SPILLS OR INCIDENTS
DEFINITION	• Large volume (greater than 1L) • Any amount of a high-hazard chemical • Anything you can't handle on your own	• Small volume (less than 1L) of a low-hazard chemical (no health hazards, no chemical contamination risks, not flammable)
BEST PRACTICES	• Shut off equipment, if safe to do so • Increase ventilation if spill is in open lab	• If spill is in fume hood, close the sash • Post warnings so others do not enter
WHAT TO DO	• Alert people in the area to evacuate; if deemed necessary, pull the fire alarm • Call TWU DPS or 911 and provide: ◦ Your location (TWU campus/building/room number) ◦ The nature of the emergency (spill, chemical exposure, fire) ◦ If there is an injury involved, indicate that medical attention is needed ◦ Provide as much of the following as is known: ■ What chemical(s) are involved; if able, provide SDS ■ How much was spilled ■ Where the spill is located ■ What control measures you have taken ■ Your name and phone number (or where you will be located) • Attend to injured or contaminated persons and remove them from exposure; help them access the emergency eyewash and/or shower, if needed • Do not leave the area until dismissed by EH&S personnel in case more information is needed	• Alert people in the immediate area • Isolate the area; don't let others walk near or through the spilled material • Locate SDS for information on cleanup procedure and obtain spill kit • Choose appropriate PPE per SDS guidance • Confine the spill to as small an area as possible by cleaning it up from the outer edge inward • Use appropriate materials to neutralize and absorb inorganic acids and bases • For other liquids, absorb spill with vermiculite, dry sand, or absorbent pads • For solid spills (including broken glass), cover the spill with a slightly damp paper towel to avoid creating a cloud of dust; push the material into a dustpan or other instrument using the towel (do not use a broom or dust brush) • Collect material, used adsorbents/neutralizing agents, etc. in a polyethylene bucket or bag and label as hazardous waste • Notify EH&S of spill and need of hazardous waste pickup • Replenish spill kit
CONTACT INFORMATION	TWU PD Denton (940) 898-2911 Dallas (214) 689-6666 Houston (832) 870-6128	TWU EH&S General Information (940) 898-4001 option 3 24/7 Emergencies (940) 898-4001 option 5

SAFETY DATA SHEETS (SDS)

Safety Data Sheets (SDS) provide workers, researchers, and emergency personnel with information about a chemical's toxicity, health effects, first aid measures, reactivity, storage, disposal, protective equipment, spill-handling procedures, and physical properties. SDS for research labs, art studios, and facilities areas can be found on [TWU's CampusOptics SDS Portal](#) or by scanning the QR code.

