

Appendix D: Eastern Michigan University SPILL RESPONSE PLAN

EMERGENCY NUMBERS (to be posted at key telephones throughout facility)

Fire Department

Emergency 911

Non-Emergency 734-487-1222

Police

Emergency 911

Non-Emergency 734-487-1222

Washtenaw County

Emergency 911

Non-Emergency 734-971-6732

U.S. Coast Guard

National Response Center 800-424-8802

Michigan Department of Natural Resources and Environment (MDNRE)

8:00 a.m. – 5:00 p.m.

Jackson District Office

(517) 780-7690

After Hours:

PEAS Hotline 1-800-292-4706

EMERGENCY SPILL RESPONSE COMPANY

To be called for spill response services in the event the University is unable to properly respond (i.e., large or hazardous spills)

Young's Environmental Clean Up, Inc.

5305 N. Dort Highway

Flint, MI 48505

810-789-7155

Waste Water Treatment Plant

For spills into the sanitary system, contact WWTP at 734-484-4600

SPILL RESPONSE PLAN - FOR SMALL SPILLS (Less than 5 gallons)

1. Make sure area is safe for entry and the spill does not pose an immediate threat to health or safety of responder
2. Stop source of spill (plug hole, upright the container, shut off valve)
3. Check for hazards (flammable material, noxious fumes, cause of spill). If flammable liquid is spilled, turn off engines and (nearby electrical equipment). If serious hazards are present leave the area and call 911. When in doubt consult the Material Safety Data Sheets for hazards
4. Notify Supervisor
5. Block the nearest storm drain (use absorbent or other material as necessary, close valve to drain, cover or plug drain)
6. If spilled material has entered a storm sewer, check catch basins and contact **EMU Plumbing Shop at: 734-487-3381**
7. Clean up spilled material/absorbent (do not flush with water)
8. Dispose of cleaned material/absorbent into secure container for proper disposal
9. Complete a Spill Reporting Sheet

SPILL RESPONSE EQUIPMENT [EDIT AS NECESSARY]

- 5 lb floor dry
- 1 – Shovel
- 1 - Broom
- 1 – Absorbent Boom
- 5– Absorbent Pads
- Container for clean-up (dustpan, 5-gallon container, etc)

SPILL RESPONSE PLAN - MEDIUM SPILLS (5 < 50 gallons)

1. Make sure area is safe for entry and the spill does not pose an immediate threat to health or safety of responder.
2. Stop source of spill (plug hole, upright the container, shut off valve).
3. Check for hazards (flammable material, noxious fumes, cause of spill). If flammable liquid is spilled, turn off engines and nearby electrical equipment. If serious hazards are present leave the area and call 911. When in doubt consult the Material Safety Data Sheets for hazards.
4. Contact co-workers and Supervisor for assistance and to make them aware of the spill and potential dangers.
5. Block the nearest storm drain (use absorbent or other material as necessary, close valve to drain, cover or plug drain).
6. Stop spill from spreading (use absorbent or other material).
10. If spilled material has entered a storm sewer, check catch basins and **contact EMU Plumbing Department at: 734-487-3381**
7. Clean up spilled material/absorbent (do not flush with water) – If outside clean-up service is required contact.
8. Dispose of cleaned material/absorbent into secure container for proper disposal.
9. Complete a Spill Reporting Sheet.

SPILL RESPONSE EQUIPMENT [EDIT AS NECESSARY]

- 20 lb floor dry
- 1 – Shovel
- 1 - Broom
- 2 – Absorbent Booms
- 20 – Absorbent Pads
- Container for clean-up (30 gal)

SPILL RESPONSE PLAN - LARGE SPILLS (Greater than 50 Gallons or 50 pounds)

1. Make sure area is safe for entry and the spill does not pose an immediate threat to health or safety of responder
2. Stop source of spill (plug hole, upright the container, shut off valve)
3. Check for hazards (flammable material, noxious fumes, cause of spill). If flammable liquid is spilled, turn off engines and nearby electrical equipment. If serious hazards are present leave the area and call 911.
4. Call Environmental Health and Safety at 734-487-0794 or DPS after hours at 487-1222 to make them aware of the spill and potential dangers. Notify police and fire departments if necessary for possible lane closure and need for assistance.
5. **LARGE SPILLS ARE LIKELY TO PRESENT A HAZARD AND WILL REQUIRE SPILL RESPONSE SERVICES FROM Young's Environmental Clean Up Inc. at 810-789-7155**
6. Protect all drains from spilled material (use absorbent or other material as necessary, cover or plug drain)
 - a. **MSDS are kept: in the Department where chemical(s) is/are used and in the Environmental Health and Safety office.**
7. Stop spill from spreading (use absorbent or other diking material such as sand, dirt, etc.)
8. For spills of materials indoors, clean up spilled material with absorbents, oil dry, etc. (Do not flush with water). If material is spilled outside, a clean-up service may be required.
9. Spilled salt will be swept up and either transferred to the Salt Barn, or into a truck for road application use. Industry standards will be followed regarding usage concentration and application rates using normally accepted practices.
10. Dispose of cleaned material/absorbent into secure container for proper disposal.
11. A call to PEAS at 800-292-4706 will be made to report the release.
12. Written report MUST be submitted within 10 days after the release to:
 - a. MDNRE Water Bureau Chief
525 West Allegan Street
P.O. Box 30473
Lansing, MI 48909-7973

SPILL RESPONSE EQUIPMENT *[EDIT AS NECESSARY]*

- 20 lb floor dry
- 1 - Broom
- 1 – Shovel
- Caution Tape
- 5– Absorbent Booms
- 20 – Absorbent Pads
- Container for clean-up (30 gal)