## Emergency Response: Spills

Incidental spills can be safely cleaned up without the help of EHRS. A spill is considered incidental if the criteria below are met:

### Physical
- The spill is a small quantity of a known material.
- No gases, aerosols or vapors are present that require respiratory protection.

### Equipment
- You have the materials and equipment needed to clean up the spill.
- You have the necessary personal protective equipment (PPE) available.

Planning, thorough training, and quick action help ensure all spills are contained and cleaned up in a manner that causes no increased or potential risk to human health, the environment, and/or property. **Immediately contact EHRS to report the spill and actions taken.**

For spills that do not meet the above criteria, or releases to public areas or the environment (hallways, outdoors, sewers, etc.), immediately call EHRS at 215-707-2520, the page operator at 215-707-4545 (after hours), or Public Safety at 215-204-1234.

### Personal
- You understand the hazards posed by the spilled material.
- You know how to clean up the spill.
- You feel comfortable cleaning up the spill.

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### Response to Accidents Involving Injuries

1) Determine the extent of the injury to decide the best mode of response. Avoid further injury to the victim or to oneself.

2) Render first aid at the scene for minor injuries.

3) If the injury will require medical treatment other than first aid, call Public Safety (215-204-1234) immediately, and indicate whether chemicals or other agents are involved.

4) Assist emergency personnel upon arrival, directing them to the scene.

5) Contact EHRS (215-707-2520) and secure the scene for an accident investigation.

### Response to Fires and Fire Alarms

1) If you discover a fire or smell smoke, sound the building fire alarm. Know the location of the alarm signal stations and how they operate.

2) Begin evacuation of the building in accordance with evacuation procedures.

### Response to Natural Gas Leaks and Odors

1) CONTROL IGNITION SOURCES.

2) Call Public Safety (215-204-1234).

3) Turn off gas if location of valve is known and it is safe to do so.

4) Follow guidance of Public Safety.

5) Evacuate the area.