Purpose:
To outline the actions to be taken in the event of an incident involving a chemical release.

Scope:
This procedure applies to all owned/leased facilities under the authority of the Deputy Minister/President of YG departments/corporations and all the people in the facility, or under their direction (in the field).

Definition:
Chemical – a substance produced by or used in a chemical process that is harmful to people or environment

Responsibility:
Manager/Supervisor:
- Notify YWCHSB Safety Officer that a “Serious Accident – Accidental Release of a Controlled Product” has occurred.
- Ensure all relevant Safety Data Sheets (SDS) are available for all hazardous substances in the workplace, and all staff are appropriately trained in their use and handling

Employees:
- Ensure you are familiar with all SDS and handling procedures

Procedures:
- Do not go near the chemical
- Warn other staff in the immediate vicinity
- Inform your supervisor and Building Marshal
- Evacuate, call the Spill Line at 9-667-7244 and await further instructions

Chemical Fire Occurs
- Pull the fire alarm
- If the fire is small and you are appropriately trained, put it out with an appropriate fire extinguisher
- Evacuate the area