



**Emergency Preparedness**

**Chemical Release Incident Procedure**

**Approved by:**

GAM 3.48 Corporate Health and Safety

**Purpose:**

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

**Scope:**

This procedure applies at 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

<b>Created By</b>	
<b>Approved Date</b>	
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