



# Quick Guide to Oil Spill Response Strategies

Despite our best efforts, oil spills do occur. This quick guide outlines strategies for the proper response when an oil spill does occur.

## 1. Identify the type of spill:

Type of Spill	CAN be contained with spill materials on hand	LIKELY to reach drain, storm drain or soil	LIKELY to reach navigable waters
Incidental Spill	YES	NO	NO
Minor Spill	NO	YES	NO
Major Spill	NO	YES	YES

## 2. Perform the proper response:

- Incidental Spill:
  - \* **Address** the source (plug any hole, right any container, transfer contents to another container, etc.).
  - \* **Turn off** any nearby ignition sources.
  - \* **Contain oil and cleanup.** You should be able to use the materials you have on hand. Avoid allowing any oil into nearby drains, storm drains and/or soil.
  - \* **Collect waste and clean up materials** in a waste bag, bucket, or other leak-proof container. Label the container with an EHS chemical waste tag.
  - \* **Place a hazardous waste pick up request** through the EHS website: [www.cmu.edu/ehs](http://www.cmu.edu/ehs).
  - \* **Replace/Reorder any response materials** that were used.
  - \* You do not need to inform EHS of incidental spills, but if you have questions or need additional spill response materials, call EHS at 412-268-8182.

- Minor Spill:
  - \* **Address** the source (plug any hole, right any container, transfer contents to another container etc.).
  - \* **Turn off** any nearby ignition sources.
  - \* **Use oil containment equipment you have** (drain covers, pillows, dikes, dri-sorb and tape) to protect drains and soil. For additional spill response supplies, there is a response cart available in the FMS building with supplies capable of managing spills to 146 gallons (call 412-268-2910 to order this).
  - \* **Absorb** as much oil as possible.
  - \* **Call EHS** at 412-268-8182.
  - \* **Stand by** to provide further information and assistance to other responders.
  - \* **Always wear** appropriate PPE when responding.
  - \* **Replace/Reorder** any response materials that were used.
  
- Major Spill
  - \* **Address** the source (plug any hole, right any container, transfer contents to another container, etc.).
  - \* **Turn off** any nearby ignition sources.
  - \* **Contact EHS** at 412-268-8182 as soon as you think that the spill might reach navigable waters. Call University Police at 412-268-2323 after normal business hours. University Police will contact the EHS team member on call after hours.
  - \* **Use oil containment equipment you have** (drain covers, pillows, dikes, dri-sorb and socks) to protect drains and soil. There is a response cart available in the FMS building with supplies capable of managing spills to 146 gallons. Call 412-268-8182 to order the cart.
  - \* **Absorb** as much oil as possible.
  - \* **Stand by** to provide further information and assistance to other responders.
  - \* **Always wear** appropriate PPE when responding.
  - \* **Replace/Reorder** any response materials that were used.

### **3. Report the spill to EHS by calling 412-268-8182 or 412-268-2323 after hours with the following information:**

- Remember “**LIST**” when you make your report.
  - \* **Location** – building, level and room number
  - \* **Identify** – specify the type of equipment and/or oil type that is leaking
  - \* **Size** – is this a minor or major spill?
  - \* **Time** - what time was it when you identified the spill?

***If you have any questions regarding Oil Spill Response Strategies  
Email [safety@andrew.cmu.edu](mailto:safety@andrew.cmu.edu)***