

CHEMICAL SPILL KIT CHECKLIST

Adapted from KSU Lab Safety Manual

Minimum Requirements

- Glasses/Face Shield Coat Gloves Shoe Covers
- Chemical Absorbent (pads, socks, paper towels) Drain Stopper/Seal
- Acid/Base Neutralizer
- Polypropylene Squeegee, Pan, Broom
- Tongs (for broken glass)
- Hard-Walled Container for Glass/Sharps 2 mil Polyethylene Bags
- Barricade and/or Caution Sign(s)
- Copy of Chemical Spill Cleanup Protocol
- Amalgamation Powder (for labs using mercury)

Other

KSU Environmental Health & Safety: 785 – 532 - 5856

National Poison Control Center: 800 – 222 - 1222

Kansas Poison Control Center: 800 – 332 - 6633

Lafene Health Center • 1105 Sunset Avenue • Manhattan, KS 66502 • **785-532-6544**

Via Christi Hospital • 1823 College Avenue • Manhattan, KS 66502 • **785-776-3322**

Chemical Spill or Release Response

Adapted from KSU Lab Safety Manual

Low Risk: Spills or releases involving small volumes of low-hazard chemicals should be cleaned up by lab personnel using appropriate personal protective equipment (PPE) and pertinent information about the chemical (e.g. Safety Data Sheet).

High Risk: Spills or releases involving highly-hazardous chemicals (e.g. toxic or flammable gas, air or water-reactive chemicals, explosive chemicals) should not be cleaned up by lab personnel. In case of such an event, call 911 for University Police (alt: 785-532-6412).

Low-Risk Spill or Release Response Procedure:

1. Put on appropriate (PPE).
2. Isolate spill with absorbents. Protect any floor drains or exterior storm drains.
3. Liberally cover spill with appropriate neutralizing agent.
4. Prepare a hard-walled container lined with 2 mil polyethylene bag.
Pick up broken glass with tongs or a dustpan & hand broom.
5. Place neutralized material and saturated absorbents in a trash bag or other container that will contain fluid.
6. Fill out a hazardous waste label with full details and place on each container.
7. Fill out a pickup request for the container at

<https://www.k-state.edu/safety/environmental/hazardous-waste/>

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High-Risk Spill or Release Response Procedure:

1. Evacuate the laboratory. **If safe to do so first**, open fume hood sashes and turn on fans; close all doors and windows.
2. Alert all personnel in adjoining rooms to leave the area.
3. Call 911.
4. Meet at a safe location and await emergency response personnel.
5. While waiting, retrieve safety documentation on chemical(s).
6. Notify the laboratory supervisor.
7. Provide all requested information to emergency response personnel.
Remain until approved to leave.

BIOLOGICAL SPILL KIT CHECKLIST

Adapted from KSU Lab Safety Manual

Minimum Requirements

- Glasses/Face Shield Coat Gloves Shoe Covers
- Biohazard Bags
- Absorbent Material (pads, socks, paper towels) Drain Stopper/Seal
- Concentrated Disinfectant Expiration Date _____
- Spray Bottle (to dilute disinfectant ***fresh for each use***)
- Tongs (for broken glass)
- Hard-Walled Container for Glass/Sharps 2 mil Polyethylene Bags
- Barricade and/or Caution Sign(s)
- Copy of Biological Spill Cleanup Protocol

Other

For a spill or release involving rDNA, contact KSU University Research Compliance Office (URCO) at 785-532-3224

For a spill or release involving animal materials, contact KSU Institutional Animal Care & Use Committee (IACUC) at 785-532-3233 or 785-532-3224

KSU Environmental Health & Safety: 785 – 532 - 5856

Lafene Health Center • 1105 Sunset Avenue • Manhattan, KS 66502 • **785-532-6544**

Via Christi Hospital • 1823 College Avenue • Manhattan, KS 66502 • **785-776-3322**

Biological Spill or Release Response

Adapted from KSU Lab Safety Manual

The primary concerns in biological spill cleanup are to prevent further contamination and exposure to the hazardous material. The general procedure for spill cleanup is to protect yourself, contain the spill, secure the area, disinfect the spill, clean up debris, dispose of the material, and clean yourself up.

The hazards associated with BSL-1 materials are minimal. Cleanup procedures are necessary, however, to prevent further contamination.

The primary hazards associated with working in BSL-2 laboratories are accidental percutaneous or mucous membrane exposures, ingestion of infectious material, and exposure to or inhalation of aerosolized agents. A spill increases the risk of these hazards.

Biological Spill or Release Response Procedure

1. Notify laboratory personnel in the area and restrict access to the spill area to prevent further contamination.
2. If aerosols may have been generated by the spill, personnel should leave the area immediately. If spill is found within a centrifuge or other equipment, close lid/door prior to exiting **if safe to do so**. Wait 30 minutes for the aerosols to dissipate before re-entering to clean up.
3. Get the Spill Kit and put on the appropriate PPE: lab coat, eye protection, and gloves.
4. Place adequate amount of appropriate absorbent material over the spill.
5. Saturate the covered spill with **fresh** 10% bleach solution or other appropriate disinfectant.
6. Allow the disinfectant to sit on the spill for **at least** ten to fifteen minutes, depending on the nature and size of the spill.
7. During the disinfection period, prepare the red biohazard bag. Open the bag and fold it down from the top so that a wide opening is created and contamination of the outside surface during filling is prevented.

Biological Spill or Release Response

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8. When the disinfection time is up, put the saturated absorbent material in the biohazard bag.
9. If broken glass or other sharps are present, prepare or obtain a hard-walled receptacle lined with a 2 mil polyethylene bag. Use a mechanical device to handle the contaminated sharps and place carefully in the container. When all sharps have been safely removed from the spill area, seal the container and label as biohazardous sharps.
10. Wipe up any remaining spill with clean absorbent material and place them in the biohazard bag.
11. Clean the spill area again with disinfectant, and place absorbent materials in the biohazard bag when finished.
12. Remove gloves, taking care not to touch the outside surfaces with your bare hands, then place them in the biohazard bag.
13. Wash hands thoroughly.
14. Dispose of the waste in accordance to institutional guidelines.
15. If you need help to clean up the spill, call EHS at 785-532-5856.

CAUTION



**CHEMICAL
SPILL CLEANUP
IN PROGRESS**

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