

To be prepared in the event of a hazardous material spill in your work area, familiarize yourself with this section. For hazardous spills in the community, please monitor media reports and refer to the Disaster Recovery Plans for additional instructions.

For identifiable hazardous material spills in your work area:

- Identify any hazardous materials that may be used in your work area.
- Learn the emergency procedures that are posted in a visible location.
- If procedures are not posted, contact the manufacturer to obtain safety procedures to respond to spills.

For un-identifiable hazardous material spills in your work area:

- Evacuate immediate area until hazardous material is identified.
- Notify your division deputy director/administrator at _____ – _____.
- Contact building security at _____ – _____.
- Do not attempt clean up until experts arrive.