

MIE - H&S - 11 - Emergency Procedures

Emergency Procedures

In the event of an emergency and/or serious injury

Step 1. Call 9-911

Step 2. Call 9-416 978-2222 as soon as is possible

In case of a fire:

1. Leave room and close the door behind you.
2. Pull nearest fire alarm.



3. Exit the building.
4. Phone emergency (9-911 and 9-416 978-2222).

In case of an accident:

1. Administer first aid if you are qualified to do so.
2. Phone emergency (9-911 and 9-416 978-2222).
3. Notify your supervisor immediately.

Chemical Spills:

Major Chemical Spill

1. Evacuate immediate area.
2. Call Environmental Protection Services (Hazardous Materials) at:
9-416 978-7000 (8:30 - 4:30, Weekdays)

After hours call Campus Emergency Control Centre:
9-416 978-2222 - ST. GEORGE CAMPUS

3. State your name, location, chemical(s) involved, and the amount spilled.
4. Attend to any persons who may have been contaminated.

Consult the Material Safety Data Sheet for first aid information. Refer to "Chemical Spills on Body" for further information.

5. Wait in a safe area for the response team. Your knowledge of the area will assist the team.
6. Do not allow unauthorized personnel to enter the contaminated area.
7. Report the incident to your supervisor and the Office of Environmental Health and Safety and to the local joint health and safety committee. Use the "Accident/Incident /Occupational Disease Report" form.

Minor Chemical Spill

1. STOP - THINK! Do not rush. Carefully plan cleanup.

GET MATERIAL SAFETY DATA SHEET AND DETERMINE APPROPRIATE CLEANUP PROCEDURES FOR THE MATERIAL

2. Decide if you can safely handle the spill; **IF UNSURE, CALL 9-416 978-7000 FOR ASSISTANCE.**

3. If malodorous/hazardous vapors are generated from the chemical spill which can be spread outside the local area contact:

- Environmental Protection Services (Hazardous Materials) (9-416 978-7000)
- Facilities and Services Emergency Maintenance (9-416 978-3000)

4. Eliminate all ignition sources if flammable material is involved

5. Turn on fume hoods, if present, to capture or direct flow of vapours.

6. Confine the spill to a small area. Do not allow the material to spread. Dike, block or contain the size of spread of liquid spill by using appropriate absorbing material (vermiculite, commercial absorbent, etc).

Should a particular chemical be used extensively in a laboratory, a spill kit is recommended. Appropriate protective equipment and cleanup materials (e.g. neutralizers, absorbent, etc.) must be used. Commercial spill kits are available that contain instructions, cleanup materials and protective equipment required to safely and effectively decontaminate a minor chemical spill

7. Carefully remove other materials, containers, equipment from path of the spill.

8. Sweep solids of low toxicity into a dust pan and place into container for disposal.

9. Dispose of all cleanup materials as hazardous waste. Waste must be properly packaged in a leak-proof container, sealed and labeled with a hazardous waste label. Call Environmental Protection Services (Hazardous Materials) at 9-416 978-7000 for disposal.

10. After removal of spilled material, if the chemical is soluble in water, the area should be washed with warm, soapy water to remove any remaining residue.

11. Report the incident to your supervisor and Environmental Health and Safety and to the local joint health and safety committee. Use the "Accident/Incident/Occupational Disease Report" form.

Emergency Numbers

All Emergencies - 24 Hours 9-416 978-2222

Fire, Police, Ambulance

TTD - Telephone for the Deaf Only 9-416 978-7385

City Emergency Phone Number 9-911

Poison Control Information 9-416 813-5900

Office of Environmental Health & Safety 9-416 978-4467

Environmental Protection Services (Hazardous Materials) 9-416 978-7000

Fire Prevention Section 9-416 978-5151

Radiation Protection Section 9-416 978-2028

Facilities and Services

Mechanical/Maintenance Problems 9-416 978-3000

References:

U of T, Environmental Health and Safety

Please proceed to take the Test for this section. Answering 3 out of 3 questions correctly is a pass and you may re-take the test if necessary (up to 3 times).