1. **OBJECTIVE**

The purpose of this procedure is to provide outline of the emergency response procedures for chemical exposure in Department of Physics.

2. **SCOPE**

This procedure applies to all chemicals users.

3. **RESPONSIBILITY**

3.1 PI in conjunction with the safety lead is to ensure the following are followed:

a. Lab users receive appropriate chemical safety training.
b. Risk assessment is done for all procedures involving chemicals in the lab.
c. Proper PPE are worn.
d. Emergency shower and eye wash in the lab are in good conditions.
e. Any chemical exposure must be reported to Physics safety committee and PIs.
f. Lodge incident report through AIRS report to OSHE within 24 h.
g. Corrective measures must be taken and followed promptly.

3.2 All chemicals users are to receive chemical safety training, and follow this procedure for emergency response.

4. **PROCEDURE**

4.1 **Chemicals on Skin or Clothing**

a. Immediately flush with water for no less than 15 minutes. Use the safety shower if necessary.
b. While rinsing, quickly remove all contaminated clothing or jewelry.
c. Use caution when removing pullover shirts or sweaters to prevent contamination of the eyes.
d. Discard contaminated clothing or launder them separately from other clothing. Leather garments or accessories cannot be decontaminated and should be discarded.
e. Do not use solvents to wash skin.
f. Consult the MSDS to determine the possible long term effect of the exposure.
g. Seek medical attention after the removal of all contaminated chemicals or clothing, if necessary.

4.2 **Chemicals in Eyes**

a. Flush eye(s) immediately with water at the eye wash for at least 15 minutes.
b. Remove the contact lenses immediately if contact lenses are worn. Do not attempt to rinse and reinsert the contact lenses.
c. Seek medical attention immediately

4.3 **Chemical Inhalation**
a. Close containers, open windows for more ventilation, and move to area with fresh air.
b. Seek medical attention if there are any of the following symptoms: headaches, nose or
throat irritation, dizziness, or drowsiness.
c. Check MSDS to determine what health effects are expected, including delayed effects.

4.4 Accident/Incident Reporting and Investigation

a. Contact the PI/Lab Supervisor immediately.
b. Contact the Physics Safety Committee immediately.
c. Submit a report to OSHE via the online Accident/Incident Reporting System (AIRS) within
24 h. https://staffweb.nus.edu.sg/oshe/submit_airs.htm
d. The Committee and OSHE shall conduct an accident/incident investigation and
recommend any corrective actions.

5. RECORDS

5.1 Update the lab’s Accident/Incident Register with details of the accident/incident, including
completion of any corrective actions recommended by the Investigation team.

6. REFERENCES

6.1 OSHE’s online Accident/Incident Reporting System
6.2 NUS Laboratory Chemical Safety Manual
6.3 Incident/Accident Reporting and Investigation procedure (OSHE/SOP/GL/02)