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## 1. INTRODUCTION

Physics Department is committed to controlling chemical hazards within the legal requirements and recommended exposure guidelines. Besides these controls, students and staff are required to be familiar with chemical spill response.

## 2. SCOPE

These guidelines apply to all Physics students, staff and visitors working in laboratories and workshop.

## 3. OBJECTIVE

The goal of these guidelines is to ensure that in the event of chemical spill, lab users know how to execute the exact procedures.


## 4. RESPONSIBILITY

- 4.1 It is the responsibility of the PI to discuss this SOP with all the lab members.
- 4.2 It is the responsibility of the lab users to be knowledgeable in chemical safety and be familiarized with the procedures.

## 5. PROCEDURE

Chemical spills present hazards like absorption through skin and eyes, or inhalation of chemical vapours. Therefore it is absolute necessary to don PPEs such as eye goggles, lab coat, gloves, and mask when handling the spill. During a chemical spill;

- a. Immediately inform the lab's PI and all those present in the lab.
- b. Evacuate the area if necessary.
- c. Decontaminate personnel affected by the spill with the eye wash or emergency shower and provide first aid if necessary.
- d. Access the chemical spill kit in the lab. Lab responders follow the procedures on Chemical Spill Emergency Response. If necessary, access the department spill kit with half face and full face respirator by contacting Mr. Ng T H (phyngth, 65162632) and Mr. Teo H H (phyteohh, 65164122). Lab responders to follow the procedures on Chemical Spill Emergency Response Procedure in Reference 6.3.
- e. Use the barrier tape to mark out the area of spill. Put up "No entry signage"
- f. Identify the chemical and through the SDS so that the appropriate agent and PPE from the chemical spill kit can be used to handle the spill.

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- g. Record chemical name and spill treatment on label of bag. Dispose bag as chemical waste.
- h. If spill is too large to control, inform Faculty Safety Manager, OSHE and Campus Security (68741616). If the need arises, call SCDF at 995.
- i. Report to Department Safety Committee, Mr. Teo Hoon Hwee at 65164122, Mr. Wu T M at 65162634 and Mr. Ng T H at 65162632.
- j. Submit a report on line to the incident/accident webpage AIMS at OSHE website <https://staffportal.nus.edu.sg/staffportal/portal/safety-security-and-sustainability.html> within 24 hrs.
- k. If an affected personnel is given more than three days of medical leave, a report to Ministry of Manpower is required.
- l. Incident must be recorded in lab's SMS.

## REFERENCES

### 6.1 NUS Laboratory Chemical Safety Manual

[https://share.nus.edu.sg/corporate/procedures/safety\\_and\\_health/Chemical-Safety-Manuals/Manual-chemical-safety.pdf](https://share.nus.edu.sg/corporate/procedures/safety_and_health/Chemical-Safety-Manuals/Manual-chemical-safety.pdf)

### 6.2 Incident/Accident Reporting and Investigation procedure (OSHE/SOP/GL/02)

[https://share.nus.edu.sg/corporate/procedures/safety\\_and\\_health/General-Safety-and-Health/accident\\_reporting\\_and\\_investigation\\_standards.pdf](https://share.nus.edu.sg/corporate/procedures/safety_and_health/General-Safety-and-Health/accident_reporting_and_investigation_standards.pdf)