



Environmental Health & Safety  
 New Mexico State University  
 MSC 3578, Box 30001  
 Las Cruces, NM 88003-8001

## Environmental Health and Safety Standard Operating Procedures

Name of Procedure	Procedure Owner (Name/EHS Program)		
SPCC Spill Response Procedures	Jack Kirby/Environmental/SPCC (Spill Prevention, Controls, and Countermeasures)		
Electronic Storage Location	Effective Date	Last Revision Date	
G:\Environmental\SPCC\Info package for tank owners\Final for web page\SOP - ENV - 201504 - SPCC Spill Response	April 15, 2015	None	
Purpose for Procedure			
To ensure consistency in NMSUs responses to oil spills and leaks, in compliance with SPCC regulations.			
Training Needed (If applicable)			
One-hour SPCC training by NMSU Environmental Health & Safety, with an annual re-training			
Equipment needed (If applicable)			
1. Spill containment kit			
Procedures			
<p><b>DEFINITIONS</b></p> <p><u>Incidental spills:</u></p> <p>Spills of known materials that do not pose potential safety or health hazards (fire, explosion or chemical exposure), that can be controlled and are cleaned up at the time of release by employees in the immediate area or by maintenance personnel, and do not impact the environment.</p> <p><u>Non-incidentals spills:</u></p> <p>Liquid material spills meeting any of the following requirements:</p> <ul style="list-style-type: none"> <li>• A major spill or release that causes material to reach the environment through a floor drain, storm drain, or the ground surface;</li> <li>• Any quantity of an unknown spilled or released liquid material;</li> <li>• A material for which the health and safety hazards are unknown;</li> <li>• A spill of oil or a product that cannot be readily absorbed, neutralized, or otherwise controlled at the time of release.</li> <li>• Any spill or release that has resulted in an actual or suspected injury.</li> </ul>			

## SPILL RESPONSE PROCEDURES

### **Incidental spills:**

1. Ask facility operations or your supervisor for location of nearest Spill Kit. Use appropriate personal protective equipment while cleaning up the spill.
2. Clean up incidental spills utilizing absorbent materials from the Spill Kit. Do not dilute with water.
3. Dispose of the waste properly and in accordance with NMSU's Hazardous Waste procedures
4. Call for help if you are unable to clean the spill

### **Non-Incidental spills:**

1. Immediately report non-incidentals spills through 911, and to the NMSU Environmental Health & Safety Office at (575) 646-3327.
2. Isolate the area to protect people - do not endanger yourself or others.
3. Identify the source of the spill and attempt to stop the release.
4. Note the material and quantity spilled.
5. Identify potential hazards.
6. Protect potential receptors (storm drains, sumps, floor drains and soil).
7. Dispose of the waste properly and in accordance with NMSU's Hazardous Waste procedures

## Reference Documents

1. [SPCC Training slides](#)