

HAZARDOUS MATERIALS INCIDENT

WHAT YOU SHOULD DO

1. Call BW dispatch at x2336
 - a) Tell the dispatcher your name
 - b) Give the exact location of the hazardous material spill/release
 - c) If possible give the source, character, amount and extent of the material spill/release
 - d) Notify the dispatcher of any injuries associated with the incident
 - e) Leave a call back phone number if further information is needed
2. Shut windows, turn off open flames and open hoods in the area
3. Keep others from entering the affected area
4. Stay a safe distance from the material that has been spilled or released and wait for Police/security officers or Safety personnel to arrive

WHAT WILL HAPPEN

1. The responding police or security officer will contain the scene and tend to any injured persons.
2. The responding officer will communicate initial findings to the supervisor and dispatcher.
3. Police will notify the responsible facility personnel, Safety Services and other BW personnel as needed.
4. Police/security will notify state or local agencies if their help is needed or if notification is required.

Evacuation, containment and clean-up will be conducted as directed by the Safety Service representatives or state/local agency incident commander.