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| **SPILL RESPONSE PROCEDURE** | | |
| **Assess**   * identify substance spilled * obtain Safety Data Sheet (SDS) * assess risk level to self, other workers and environment   **Alert**   * if **emergency call ‘000’** or Poisons Information Centre 13 11 26 * identify area affected * notify area supervisor   **Isolate**   * keep people and animals away * restrict access to contaminated area   **Contain**   * wear Personal Protective Equipment (PPE) * obtain spill kit * contain spill – refer to SDS for instructions * apply absorbent material to liquids   **Decontaminate**   * apply decontaminants if required/possible   **Dispose**   * collect all contaminated material * clean spill area * dispose of contaminated material as specified in SDS | | |
| **EMERGENCY CONTACT INFORMATION** | | |
| **Property details** | | |
| Property name |  | |
| Property address |  | |
| Nearest town/cross-road |  | |
| Specific directions |  | |
| Phone number |  | |
| Manager |  | |
| First aid officer |  | |
| **Emergency services** | | |
| **AMBULANCE\*** | **000** | \*For a text based service for the hearing or speech impaired:  **Dial 106 from a mobile phone** |
| **FIRE\* (including RFS)** | **000** |
| **POLICE\*** | **000** |
| Poisons information centre | 13 11 26 | |
| Doctor (local) |  | |
| Police (local) |  | |
| Hospital/medical centre |  | |
| State emergency service |  | |
| Workplace safety authority |  | |
| Gas supplier |  | |
| Bulk fuel supplier |  | |
| Electricity supplier |  | |