

## Emergency Procedure Guide – Spills

### ASSESS AND CONTAIN SPILL

1. Determine the source of the spill.
2. Where possible, park the vehicle on sealed ground, away from drains or waterways.
3. If the spill is from the load, attempt to stop the spill at the source (e.g. close valves, shut gates).
4. If the spill is from the vehicle (e.g. split hydraulic hose), cease any activity that will increase the spill.
5. If transporting a dangerous good, refer to the specific EPG.
6. For all other spills, use the contents of the Vehicle Spill Kit to contain the spill by:
  - o Surrounding the outer edge of a liquid spill with a thick layer of absorbent.
  - o If near a drain or waterway, use the absorbent/boom to create a bund to prevent entry
7. Set out Emergency Warning Triangles.

Contact your Supervisor as soon as the spill has been contained (or sooner if you are unable to contain the spill).

### CLEAN UP OF SPILL

1. DO NOT walk through or touch spilled waste, and ensure you are wearing appropriate PPE.
2. If the spill is liquid:
  - o Cover the entire area of the spill with absorbent, sweep or shovel back and forth until the liquid is absorbed, and no slick or liquid remains.
  - o If the spill has occurred on unsealed ground, excavation may be required depending on the level of the spill – your Supervisor will provide further details on clean up requirements.
3. If the spill is solid, sweep, shovel or use load-shifting equipment to recover spilled waste for disposal to the appropriate facility.
4. Spent absorbent material should be placed either into the appropriate plastic bags or within a suitable receptacle – your Supervisor will provide further details on disposal options.

Complete an EDN so that used contents of the spill kit can be replaced.

### Acknowledgment

I acknowledge that I have received, read, and understand NT Recycling Services document and agree to comply with the guidelines and expectations outlined in this policy.

Employee Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### REVIEW

<b>Frequency</b>	2 yearly	<b>Administrator</b>	Compliance Officer
<b>Next review date</b>	02/2026	<b>Custodian</b>	General Manager

### VERSION CONTROL

<b>Version number</b>	[0.1]	<b>Author</b>	Jenny Orban
<b>Approval date</b>	07/02/2024	<b>Approved by</b>	John Fortescue