

EMERGENCY PLANNING AND PREPAREDNESS FOR WITHYBUSH DEPOT

4.1 Spill Response

A major spillage is classed as over 20 ltrs of pollutant. All WPD employees shall be fully trained in the use of spill-kits and the disposal of contaminated absorbents. WPD employees will ensure that spillage work instructions are followed in the event of a spill or other environmental incident, external support is available to all WPD employees in the event of a major spill.

Environment Agency / Natural Resources Wales Emergency Hotline: 0800 807060

11 Steps to Spill Response

1. Be Aware – make sure you know the risks and where you can find the spill kit on your site.

If the worst happens:

2. Raise the Alarm – at the very least you may need assistance
3. Identify the spilled material – What are the risks? Can you handle it or do you need the emergency services?
4. Protect Yourself – make sure you have the correct PPE that's adequate for the job.
5. Help the injured – but only if it is safe to do so
6. Stop the Source – do you need to turn off valves or taps, or patch a hole?
7. Contain the spill – get booms in place and cover drains as soon as possible
8. Notify – do you know who to contact and where the phones are on your site?
9. Clean Up – work from the outside towards the centre of the spill
10. Waste disposal – contain, store and dispose of waste correctly in accordance with legal controls
11. Restock – make sure you've got the kit to do the job

Team Managers and Standby Managers must ensure that the following actions are taken following an environmental incident;

- Watercourses, drains and culverts protected and spill kits used;
- Report the incident to the Environment Agency / Natural Resources Wales

INCIDENT REPORTING HOTLINE 0800 80 70 60 (24 hours)

- All environmental incidents are reported and investigated in the CROWN Incident Reporting Tool
- Where a spill may cause significant environmental impact notify their Distribution Manager
- Emergency contractors are called if necessary

All incidents should be reported without delay. Small spills however, typically less than 20 litres which are contained, occur out of hours and are not in close proximity to a watercourse may be reported to the environmental regulator during the next working day.

Please note it is WPD policy that all environmental incidents are reported internally and to the environmental regulator directly and not via third parties.

LOCAL EMERGENCY SPILL CONTRACTOR

**Adler & Allan Ltd,
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**Contact
Main Tel: 01905 794351
24 hr emergency 0800 592827**

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