

This SWOP is designed for team members to understand the requirements of appropriate materials/absorbents to use after a chemical spill/event. **DO NOT OPERATE Spill Kits WITHOUT AUTHORISATION AND TRAINING.**

Hazards & Identified Controls



Priority Items

Pre operation:

What does spill kits contain:

- General Purpose Absorbent
- Hand Broom
- Oil Absorbent Spill pads
- Contamination Waste disposal bags and Ties
- PVC disposable chemical gloves
- Safety Glasses or Goggles
- Spill Kits Instruction sheet
- Wet Floor signs



Instructions:

Know the hazards:

- Report all incidents as per company policy
- PPE must be worn – gloves, goggles and respirator (where applicable) to prevent liquid from coming into contact with skin or eyes.
- Do not use Liquid Spill cleanup procedure on dry spills. See below.
- Dangerous Goods Class 6 Poisons or Pesticides require a final rinse with a bleach solution to neutralise any residues before finishing.
- Read product label and SDS for additional clean up and disposal information.

Liquid Chlorine:

- Guard spill and retrieve Liquid Chlorine drum - (refer to Waste Management Plan).
- Place bagged chlorine into drum and seal.
- Carry to designated storage area as per waste management plan.
- Call your waste management provider for immediate chlorine collection.



Body fluid/blood: The basic principles of blood and body fluid/substance spills management are:

- Standard precautions apply, including use of personal protective equipment (PPE), as applicable;
- Spills should be cleared up before the area is cleaned (adding cleaning liquids to spills increases the size of the spill and should be avoided);
- Generation of aerosols from spilled material should be avoided.
- Floor must be wiped with a bleach solution (to kill any harmful bacteria that may be present).



Operating Instructions

STOP- Review priority items and review work area

- Where it is safe to do so, nominate a team member to guard spill while retrieving spill kit.
- Do not allow team members or visitors to walk/drive through the spill.

THINK- Review hazards and plan the work

- Notify Site/Duty Manager immediately.
- Wear Personal Protective Equipment.
- **Do not use mop & bucket!**
- Surround & cover spill with absorbent. Using rubber broom work absorbent into spill use short movements.
- When no free liquid is visible and absorbent slides easily over floor, using dustpan sweep up & place in waste bags then tie off firmly.



How to use a spill kits?

- Collect Spill Kit from designated area
- Put PPE on before starting task (Gloves, Mask, Goggles)
- Use Wet Floor sign to block area off so you can clean up.
- Use absorbent **or** Oil absorbent pads to soak up the substance on the ground
- Put waste into plastic Bags and Tie off (do not let substance drip on floor (Double bag if required)
- Dispose of waste in correct bin (Hazardous or general waste)
- Take bin to designated place to be restocked and put back into use



SAFETY- Follow your plan

- Dispose of as per Waste Management Plan.
- Check floor is clean, no residue & not slippery.

Other Items

Personal Protective Equipment

- High visibility vests must be worn
- Safety footwear must be worn
- Mask to be worn
- Safety Glasses to be worn
- Gloves to be Worn

Follow Metcash SWSP

- 3.2 SOP
- 3.7 Manual Handling
- 3.9 Traffic Management
- 3.18 PPE
- 3.19 Isolation of Equip
- 6.1 Reporting & Investigation

Manual Handling

MANUAL HANDLING

SAFE manual handling practice must always be followed at all times:

- Know the load that is being lifted. Always push test the load to assess and observe the weight.
- Always get as close to the load as possible. The further away it is, the more pressure on the body there is.
- Have feet positioned shoulder width apart and facing the load/object. This gives a strong base and good balance.
- Always bend your knees and keep back straight. Get down to the level of the task.
- Keep shoulders level and avoid side, backward or forward bending.
- Use two (2) hands to provide support of the load and avoid increased pressure on one side of the body.
- Always attempt to use a three (3) point support when one hand is conducting a task (free hand is supporting body on stable object).

STAY SAFE @ IHG "Home Safely Each Night"