Spill Response Plan

For the Rivers Section under the Defences Against Water Code of Practice

PURPOSE:
To manage and contain accidental spills of fuel, transmission fluid, oils, agrichemicals or any other hazardous substances anywhere in Canterbury.

This plan outlines how to safely identify and contain hazardous substances spills, procedures for cleaning up and disposing of contaminated material and reporting of spills in accordance with the Defences Against Water Code of Practice.

This response plan does not apply to inside the chemical stores at the depots as these have spill procedures specific to the site. A spill report should still be completed for spills at the chemical store.

PROCEDURE:

Assess the risk

- Know the chemical/substances that you are using – use inventory sheets to keep track of stock, and make sure all containers are clearly labelled.
- Make sure you have up to date Material Safety Data Sheets (MSDS) available to you at all times.
- Identify the areas that could be affected by a spill – both the immediately surrounding area and downstream should a spill enter a waterway.

Reduce the risk

Agrichemicals

- Where possible, store chemicals and mix chemicals on site in a position where they are unable to enter water if they are spilled, and must be at least 20 metres away from any surface water body, well or community drinking supply protection zone.
- Follow the manufactures instructions for safe handling and mixing of agrichemicals, and follow the guidelines in the River Engineering Handbook for Spraying (2015) for preparation for spraying.
- Do not tip spray container rinsing's onto the ground or into any drainage network. Rinsing's must be tipped back into the main spray tank.

Fuels and oils

- Refuelling of mobile plant should be done outside of the river bed on an impermeable base, however if this is not possible a drip try must be used.
- For non-mobile plant, refuelling must be done with a drip try or other spill-containment installed.
- Conduct regular maintenance checks on all vehicles and machinery to minimise the chances of fuel or oil leaks or hose blow outs.
- Have a spill kit available on site, which can be used to contain and clean up spills of chemicals, fuels and other hazardous substances**.**
    - A spill kit contains equipment used to clean up a spill such as a shovel, broom, drain covers, sandbags, booms and absorbent material. All spills need to be handled with compatible materials.
    - The kit should also contain equipment for storing and disposing of spilled material such as safe containers, bags, and drums.

Response plan for hazardous substances spills.

This spill response plan must be given and explained to all staff. It is important to have regular training and practice runs on spill response to ensure that you know what you are doing should a real spill occur.

<u>Step 1: Health and Safety</u>

Yours and your work colleague's safety is the number one priority during a spill response. Do not attempt to clean up a spill of hazardous material if you do not have the correct personal protective equipment on. PPE that must be used includes items such as gloves, protective clothing, appropriate footwear, respirators and eye protection.

Step 2: Identify the substance spilt
Determine what the spilt substance is – fuel, oil, agrichemical etc. This then determines how the spill is dealt with as different substances react differently. Consult the MSDS sheet for the substance for guidance.

Step 3: Stop the spill
If safe to do so, stop any further material from leaking – for example rolling chemical drums around so that the hole is at the top, turn off the tap or valve, plug the leak.

Step 4: Contain the spilt material
Aim to control the spread of the spill as quickly as possible to minimise the affected area. Ensure that it is safe to undertake the following actions before doing so. Also ensure that people are not walking through the spill and spreading it on their footwear.

Agrichemical
If the chemical has been spilled on the ground and is in a granulated form, cover the spill with plastic to stop it blowing around with the wind. The spill and any contaminated ground must be scooped up and placed in a disposal container and disposed of at the appropriate facility. If the granules have been spilt into a water body, if possible attempt to scoop out the granules before they can become fully diluted.
If the chemical is in a liquid form, there is little that can be done to contain chemical spilt into the waterway. Minimise the effect of the spill by stopping the material getting into the water as quickly as possible. If the liquid chemical has been spilt onto the ground, the material and any contaminated ground must be scooped up and placed in a suitable container and disposed of at an appropriate facility.

Hydrocarbons (fuel, oil)
Substances such as diesel and oil will float on top of the water surface, to prevent the spread of the spill downstream in a water body an absorbent boom should be used to contain the spill and absorbent pads can be used to mop up the spill. If the oil or fuel has been spilt on the ground, the ground (dirt, gravels, sand, and any vegetation) must be scooped up and placed in a suitable container and disposed of at the appropriate facility.

Step 5: dispose of contaminated material
All spilled material and any contaminated material associated with the clean up of the spill must be disposed of at the appropriate facility, in most instances this will need to be at landfill.

Step 6: record and report details of the incident
Please use the Hazardous Substance spill record sheet (Attachment 1) to record the details of the incident.

Incidents of hazardous substance spillages into water bodies must be reported to the Incident Response Hotline at 0800 76 55 88 or ecinfo@ecan.govt.nz. The Incident Response team are trained in the clean up of hazardous substances spills, so are a useful resource for guidance on how to manage a spill.

Step 7: Restock your spill kit
Make sure any equipment used during the clean up of a spill is restocked in the spill kit.

Step 8: Review
Review the incident, and see how the incident could be avoided in future and make sure the findings of the review are implemented. This should also be recorded on the Hazardous Substances spill record sheet.

Contact details:
For a serious spill, contact the **Fire Service 111** and the **Incident Response Hotline 0800 76 55 88**
Call the office – Melissa 0275629969 or Leigh 0275497715