

# Immediate Spill Response Plan

(England, Wales & Scotland)

Many incidents can be prevented, however, in the event of a spill or leak it is important that everyone on site knows how to control and contain it to minimise its impact. This spill response plan relates to the accidental releases of **Compass owned** substances such as **oil, fuel, milk, alcohol, chemical substances** and **cooking oil**.

For non-Compass spills refer to the client's site-specific response plan.  
If the substance is **unknown** inform your manager who will decide how to respond.

**Remember**, if you are ever unsure contact your divisions HSE Manager immediately for advice.

<b>Person to notify on site:</b>	
<b>Location of PPE:</b>	
<b>Location of spill kit (s):</b>	
<b>HSE Manager (name &amp; number)</b>	

## IF SAFE TO DO SO

### STOP > CONTAIN > CLEAN UP > NOTIFY

#### STOP

1. Stop work immediately and restrict access to the area.
2. If safe to do so, stop the leak.
3. Turn off sources of ignition and provide natural ventilation (where appropriate).

#### CONTAIN

4. Put on appropriate PPE. Remember the substance(s) could be an irritant, be toxic, corrosive, hazardous or highly flammable so great care should be taken.
5. Using the spill kit i.e. granules/pillows/booms/absorbent socks, contain the spill to prevent it entering any drains, watercourses or from escaping onto permeable ground.
6. For solid/powder spills check the relevant SDS for the required method of clean-up and PPE that must be worn.

#### CLEAN UP

7. Once the spill has been fully (or as much as possible) absorbed, place the used spill kit into a suitable container and secure for disposal. Make sure to bring the waste receptacle to the affected area to avoid transporting waste material through non-affected areas.
8. Depending on the substance, the used spill kit may have to be disposed of as hazardous waste.
9. If the spill has entered a drain that can be closed or has an interceptor that can temporarily contain the spill, close the valves or oil separators and have cleaned/emptied by a spill contractor as soon as possible.
10. If a spill cannot be contained or you require a full clean-up contact Cleansing Service Group on 0800 587 3133 and reference the account number FA1061 (this is a chargeable service – refer to the Net Zero Hub (Energy & Water) for rates).

#### NOTIFY

11. If the spill has entered a watercourse or a surface waste drain report the incident on the numbers below. You may be liable for clean-up / attendance costs.
12. In event of waste chemical or HPV spillage or leak contact your divisions HSE Manager immediately for advice.
13. All environmental incidents, including spills, must be reported on AIR3.
14. Inform your client.

To report environmental incidents including potential water pollution incidents:

- For **England, Scotland, and Northern Ireland**, call the 24-hour incident hotline at **0800 80 70 60** (shared Environment Agency number across countries).
- **Wales** contact Natural Resources Wales 24-hour service on **0300 065 3000**.