Mt Olivet Cemetery and The Archdiocese of Denver
West Expansion at Mt Olivet
12801 W. 44th Avenue, Wheat Ridge, CO

Materials Handling and Spill Prevention

JLB Project No. 1385

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Materials Handing and Spill Prevention Plan:

Material handling and spill prevention is an integral part of the storm water management plan. Some discharge of non-storm water runoff, such as irrigation runoff, is allowed. Prohibited discharges include substances such as paint, automotive fluids, solvents, oils or soaps. Items prohibited from combining with storm water runoff shall be stored and contained is trailers, buildings or enclosures with proper containment devices.

Refueling which occurs on site shall be done in a safe manner. Prior to beginning refueling, all connections shall be completed and observed. The refueling equipment shall have automatic shutoff controls which enact as the device being fueled is filled. Refueling should only occur away from completed improvements and storm drains and/or detention ponds and trenches.

The Contractor shall provide a material handling, spill prevention and control plan based on the sequence of activities and operations on the site. The plan should include means and methods of protecting against spills and wind blow distribution of waste and the methods for cleaning, including frequency, and emergency contacts. The hazardous spill/response plan shall at a minimum include the following:

1. Avoid contact with spilled material and avoid breathing vapors, smoke or dust originating from the material.
   - Observe and size-up the incident from a safe distance. Providing rescue and first aid shall be at the employee's discretion. Providing for the safety of the public and activation of other emergency services is first priority.
   - Stay upwind of fires and spills; keep out of low areas.
   - Take necessary actions to control traffic and protect motorists. Keep all persons as far away from the incident as is practical.

- **Do not** clean up any unfamiliar, unknown or suspected hazardous material. Avoid spreading contamination (i.e., liquids, solids, or gases).
- Obtain names and detain all persons involved with the incident.
- Notify nearest emergency response authority.
- Remain calm and wait for arrival of emergency response personnel.

2. Obtain facts and information
   - What hazardous material is involved? Obtain chemical name(s), trade names(s), manufacturer's name(s) and ID number(s). Material ID problems - if the material cannot be safely identified, the carrier's business office may be able to provide some information about the content of the load. If they cannot, then a properly equipped Hazardous Material Response Team should be called in to identify the material.
   - Examine bill of lading, shipping papers, placards, and labels if safe to do so.
   - Interview the driver for additional information.
   - What is the total amount of material and estimated spilled amount?
   - Observe physical state and appearance of material. Is it a solid, liquid, or vapor? Is it just sitting there or reacting? Color? Smell? On fire? Wind direction and speed?
   - Has the material been contained or is it still spreading? Contained how? Spreading where?
   - How close is the spilled material to traffic, adjacent property, and waterways?
   - How is traffic being handled?
   - Has the spiller contacted a response or clean-up crew? Who are they? When will they arrive?
   - What other agencies are on-scene or have been notified?
3. Call For Help. **(CALL 911)**
   - Notify the Jefferson County Sheriff Department at 303-277-0211 and the West Metro Fire Department, 303-989-4307. Use the reporting method that works best.
   - Provide this person or agency with your name, incident location, method by which you can be contacted, and the information.
   - If a telephone is not available, ask the person to notify the local emergency response agency 911.
4. Coordinate Actions With the Emergency Response Personnel.
   - Each incident should have an Incident Commander who will be in charge of operations at the scene.
   - The employee should report to this person upon arrival and coordinate his/her activities with that person.
5. Isolate Spill Area.
   - The U.S. DOT Emergency Response Guidebook should be referenced to determine basic emergency actions and isolation distances.
   - Traffic Control - temporary closure of the highway may be required if the safety of the traveling public or emergency response personnel is threatened.

Material cleanup should be underway as soon as it is determined safe to do so. Sand or absorbent material may be needed to contain the hazardous material and prevent further contamination. Adjacent property or waterways should be protected when it can be done safely.

Contractor may take this action but should first consult with the Incident Commander, or reliable source for recommended safety precautions. Such actions should be avoided when special protective equipment or clothing is recommended. The clean up of hazardous materials is the carrier's responsibility. When the material has been properly identified, a hazardous material clean-up team should be contracted and mobilized immediately. Spills caused by other parties are the responsibility of the other party; however, if no responsible party has been identified, Contractor will respond as described in their program.

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