


Title:	Hazardous Materials Incidents (minor)			
Section:	600 Special Operations			
SOG #:	611	Page:	1 of 3	
Effective Date:	January 1, 2024	Revision Date: Reviewed		
Authorized By:	Fox River Fire District Chiefs			

## A. PURPOSE

The purpose of this guideline is to provide direction when responding to spills of common fluids (gasoline, motor oil, transmission fluid, anti-freeze, hydraulic fluid, diesel fuel, etc.) in quantities less than 25 gallons.

## B. SCOPE

This guideline shall apply to personnel when responding to automobile accidents or other minor spills.

## C. TERMS AND DEFINITIONS

**Impervious** - means incapable of being penetrated by a discharged substance. *Note: Asphalt and concrete, if intact and undamaged, are considered impervious surfaces. However, if hazardous substances are capable of penetrating asphalt or concrete due to cracks or holes the surface would not be considered impervious.*

**Petroleum product** - means any refined petroleum based substance or blend intended for use as motor fuel, turbine fuel, heating fuel, a lubricant, a coolant, or for machine cutting.

## D. GUIDELINE

A small petroleum spill requires limited resources to effectively absorb and dispose of the material. Spills that do not enter a waterway, including storm sewers, may be handled in the following manner.

### 1) Site Management

- a. Approach from a safe direction if possible.
- b. Establish an isolation perimeter.
- c. Identify the material spilled and ensure that it is not a hazardous material. If in doubt as to the identity of the product follow SOG Section 600, SOG# 610 Hazardous Material Incidents, Major.
- d. For traffic accidents ensure the flow of traffic is stopped or sufficiently controlled around the work area.
- e. Don appropriate PPE, including gloves, safety glasses, and reflective clothing.

## 2) Incident Actions

- a. Remove all ignition sources if materials are combustible or flammable in nature.
- b. Use foam to extinguish fires or to suppress vapors if it can be done safely.
- c. Dike and/or dam areas to contain run-off and prevent further contamination of other areas, sewers, and waterways.
- d. For active leaks consider using Plug-n-Dike or similar material to seal leak.
- e. Utilize brooms to push all solid debris out of the way.
- f. Spread Oil-Dri over the entire spill area. Allow to absorb product.
- g. Use brooms to further mix the absorbent and product.
- h. Shovel absorbent into used Oil-Dri bag or garbage bag.
- i. Seal bag with tape to prevent escape of flammable/combustible vapors.

## 3) Decontamination and Clean-up

- a. Absorbent bags may be placed in the vehicle for disposal by the wrecker service.
- b. If the quantity is too large, or the wrecker service is not available, absorbed material shall be properly disposed of. The responsible party will be billed appropriately. Do not place recovered bags in a public or private trash bin or dumpster.
- c. For larger incidents the services of a cleanup/recovery team may be needed.

## 4) Reports and Documentation

- a. Wisconsin Statute states any person who causes the discharge of a hazardous substance to the environment has the legal obligation to report the spill to the Wisconsin Department of Natural Resources (WDNR).
- b. Only discharges to the environment require notification to the WDNR
- c. For spills in public places the department having jurisdiction will report the spill.
- d. For spills on private property and the responsible party is known the report can be done by the responsible party. The department having jurisdiction shall assure that the responsible party has the reporting criteria and reporting phone number (1-800-943-0003).
- e. Spills DO NOT need to be reported if they meet the criteria as outlined in chapter NR 706.05 Wis. Adm. Code.
  - i. A discharge of gasoline or another petroleum product that is completely contained on an impervious surface.

- ii. A discharge of gasoline if less than one gallon is discharged onto a surface that is not impervious or runs off an impervious surface.
  - iii. A discharge of a petroleum product other than gasoline if less than 5 gallons is discharged onto a surface that is not impervious or runs off an impervious surface.
- f. Reporting information for the WDNR.
- i. Name, address, and telephone number of the person reporting the discharge.
  - ii. Name, address, and telephone number of the discharger, or owner and any other potentially responsible persons.
  - iii. Date, time, and duration of the discharge.
  - iv. Location of the discharge including street address, county, town, city or village
  - v. Identity, physical state, and quantity of the material discharged.
  - vi. Physical, chemical, hazardous, and toxicological characteristics of the substance.
  - vii. Cause of the discharge.
  - viii. Immediate actions being taken and the name of the contractor or other person performing the action.
  - ix. Source, speed of movement, and destination or probable destination of the discharged hazardous substance.
  - x. Actual or potential impacts to human health or the environment, including actual or potential impacts to drinking water supplies.
  - xi. Weather conditions existing at the scene, including presence of precipitation and wind direction and velocity.
  - xii. Other agencies on-scene during the discharge incident
- g. A written report shall be completed by the Incident Commander and filed with the above information included.
- h. A record of all items used that will need to be replaced and any other expenses incurred shall be kept during the incident and filed with the incident report.

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