

STANDARD OPERATING PROCEDURE

RESPONSE TO FUEL, OIL OR CHEMICAL SPILLS

Purpose: Safe Control, Cleanup and Reporting of Chemical or Fuel spills to prevent or reduce impact on the environment.

Actions For Dealing With Leaks And Spills: At every occurrence of a leak or spill, consideration should be given to notifying the emergency services on **000** (or **112** if using a mobile). Emergency services should be notified when -

- The spill or leak has spread, or has the potential to spread, beyond the area of work;
- The spill or leak has entered any watercourse, swamp, drain, cave, sinkhole, public road, public use or other sensitive area;
- It is beyond the resources of available staff to clean up the spill or leak effectively or safely;
- The protective equipment is inadequate for dealing with the situation;
- Operators are not experienced in dealing with the situation;
- Operators and the public are, or could potentially be, placed at risk.

Definitions: Serious Environmental Harm - Spill into any watercourse, swamp, drain, cave, sinkhole, public use or other sensitive area. Spill not easily or safely contained and cleaned up. As soon as reasonably practical after becoming aware of the harm, the relevant Environmental Protection Authority (EPA) ★ (SA or Vic) must be advised of the circumstances in which it occurred and the action taken to deal with it.

Nuisance Environmental Harm - Spill easily contained and requiring clean up by operator.

Personal Protective Equipment specific to this Procedure:

As required
in SDS
or on Label ★



Safety Footwear /
Boots



Safety Glasses



Safety Gloves



Safety Clothing



Safety
Respiratory
Face Mask

* WHEN ENTERING THE FOREST ENVIRONMENT BE AWARE OF ANY NEW OR ONGOING HAZARDS

Equipment specific to task:

- Appropriate Spill Kit (Fuel or Chemical)

Pre-requisite training or competency requirements:

- Unit Emergency Response Training [Chemical Spill Response Training](#)

References:

- SOP [Transportation of Fuels, Oils and Chemicals](#) Relevant Safety Data Sheet (SDS) & Label ★
 ★ [Legal Requirements – refer Legal & Consents \(Compliance\) Register](#)

Recommended Procedure	Potential Risk/Impact Considerations (Safety, Environment, Quality)
Job Step 1: Assess Scale of Spill or Leak	
<ul style="list-style-type: none"> • STOP work immediately when a spill or leak is noticed. • DO NOT smoke, eat or drink whilst attending to spill. • Determine if spill or leak can safely be CONTAINED with immediately available resources. If not, contact Emergency Services to provide appropriate response. • Reference the SDS or Label for guidance. ★ <p>If on public road or other public place, ensure traffic/public are restricted from spill area.</p>	<ul style="list-style-type: none"> • Serious environmental harm. • Contact with substance. • Inhaling toxic fumes. • Ignition of fuel or fumes. • Available resources unable to control spillage/leak.
Job Step 2: Stop Further Spillage or Leakage	
<ul style="list-style-type: none"> • Work from upwind side of spill or leak. 	<ul style="list-style-type: none"> • Contact with substance.

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<ul style="list-style-type: none"> LEAKING PACKAGES should be positioned in such a manner as to stop or minimise the leak and, if necessary, should be moved to a safe location. The package should either be placed in a suitable container or its contents transferred to clean packaging. The exterior of the clean packaging should be clearly labelled. DO NOT use food or drink containers * under any circumstances. 	<ul style="list-style-type: none"> Inhaling toxic fumes.
Job Step 3: Contain / Clean Up Spill or Leak	
<ul style="list-style-type: none"> Use appropriate Spill Response Kit to prevent further spread of spill or leak. NUISANCE SPILLS should be collected, absorbed or diluted as appropriate. Where spills are absorbed, the used absorbent should be placed in a suitable waste container for disposal in accordance with the SDS or Label. * Prevent spill or leak from entering any watercourse, swamp, drain, cave feature, sinkhole, public road, public use or other sensitive area. * 	<ul style="list-style-type: none"> Water, Air or Soil pollution. Injury to person cleaning spill. Damage to property. Residues remain on Site.
Job Step 5: Report Spill or Leak	
<ul style="list-style-type: none"> Any significant NUISANCE SPILL contained and cleaned up using the resources on site - complete Pocket Hazard/Incident Report and pass on to Coordinator. SERIOUS SPILL - Immediately notify Section Manager, Chief Executive, Research and Business Assurance of a spill or leak that: <ul style="list-style-type: none"> has entered any watercourse, swamp, drain, cave, sinkhole, public road, public use or other sensitive area; * or required emergency services to safely contain and/or clean up. SERIOUS SPILL - Complete the Serious Incident Report form * and pass on to Business Assurance. Employee injuries must be reported separately *. 	<ul style="list-style-type: none"> Insufficient information to determine basic cause of incident.
Clean up / Waste disposal	
<ul style="list-style-type: none"> Bag or bin all absorbents used to clean up spill and take back to depot for appropriate disposal. Dispose of all waste as per the SDS or Label. * DO NOT put into general waste. * 	

NOTES FOR FUEL, OIL AND CHEMICAL SPILL RISK MANAGEMENT

The objective is to provide clear steps in responding to, and controlling any spill incident that has the potential to cause harm to operators, the public, surface waters, soils, catchments areas, drains and ground water. This SOP applies to all ForestrySA staff and contractors whose work practices have the potential to cause a safety or environmental impact.

Prevention and Risk Minimisation

- Every ForestrySA operation will have an identified Coordinator in charge.
- All operators must be trained to the appropriate level in fuel, oil and chemical handling as well as spill response.
- All fuel, oils and chemicals used in the field must be stored securely and appropriately during operations.
- Chemical label setback * requirements must be observed in relation to sensitive areas such as swamps, watercourses, drains and other designated areas. See also [Plantation Forestry Manual - Chapter 11 - Buffer Guidelines](#) *.
- All machinery must be parked away from swamps, watercourses, drains and other designated areas including when filling with fuels, oils or chemicals *.

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Responsibilities

1. In the event of a spill on land managed by ForestrySA the operator involved (contractor or employee) will advise the ForestrySA Coordinator responsible for that particular operation.
2. The ForestrySA Coordinator is the person responsible for managing the incident including clean up.
3. The Research Section is the first point of contact for advice on spills, response requirements and clean up.

Referrals

1. The responsible Coordinator will advise the Section Manager, Chief Executive, Research and Business Assurance if the incident is actually or potentially serious★.
2. As soon as reasonably practical after becoming aware of the serious or material environmental harm from pollution, or threatened harm, the relevant EPA (SA or Vic) must be advised of the circumstances in which it occurred and the action taken to deal with it. ★
3. As soon as reasonably practical after becoming aware of a person requiring medical treatment due to exposure to a substance or a spillage or leakage of a substance, SafeWorkSA or Worksafe Victoria must be notified as relevant. ★

Record Keeping and Recouping Clean Up Costs

The responsible Coordinator will ensure an incident report is prepared and that records are kept of the incident, including the clean up costs. The GM Operations will determine whom, if anyone, to charge for clean up work.