

**HAZARDOUS WASTE CONTINGENCY PLAN**  
**FOR**  
*(insert facility name)*

Complete this information and post it next to your telephone. Familiarize yourself with the requirements of 242 FW 6, Hazardous Waste Operations and Emergency Response and 560 FW 3, Reporting Releases of Hazardous Substances, Oil Discharges, and Contaminated Sites.

EMERGENCY RESPONSE INFORMATION	
<b>Emergency Coordinator(s)</b>	<b>Telephone:</b>
<b>FIRE DEPARTMENT</b>	<b>Telephone:</b>
	911 <i>or</i>
<b>Spill Control Measures</b>	<b>Location(s)</b>
<b>Fire Alarm (if present)</b>	<b>Location(s)</b>
<b>Fire Extinguisher(s)</b>	<b>Location(s)</b>

**EMERGENCY RESPONSE PROCEDURES - This contingency plan must be posted next to the telephone nearest the hazardous waste storage area(s).**

**For a spill:** Assess the situation. Only those individuals who meet the requirements of 242 FW 6, Hazardous Waste Operations and Emergency Response, may don personal protective equipment and respond to the spill. Safety is the number one priority. If no one is available who meets the requirements of 242 FW 6, call the fire department or equivalent hazmat team for assistance. As soon as possible, have certified personnel assess the situation, make the site safe, categorize the waste, and clean up the waste.

**For a fire:** Call the fire department. Try to extinguish the fire using the appropriate fire extinguisher, but be aware that hazardous material fires are not regular fires and must be handled on a case-by-case basis. Inhalation hazards are of paramount concern when attempting to extinguish hazardous material fires.

If there is a fire, explosion, or other release that could threaten human health outside the facility, or if you know that the spill has reached surface water, immediately notify your Regional Environmental Compliance Coordinator and the National Response Center at its 24-hour number (1-800-424-8802). Provide the following information:

- Facility name
- Facility address
- Facility U.S. EPA identification number (if applicable)
- Date of incident
- Type of incident (e.g., spill, fire, explosion)
- Quantity and type of hazardous waste involved
- Extent of injuries, if any
- Estimated quantity and disposition of recovered materials, if any

**Important Telephone Numbers:**

Fire Department:

County Sheriff's Department:

State Hazardous Materials (HazMat) Emergency Response Team:

Hospital:

Regional Environmental Compliance Coordinator:

National Response Center: 1-800-424-8802

State Environmental Regulatory Agency: