

## Schedule 4 A - Procedure for Chemical / Diesel / Oil spills

1. Shut of the source of the spill as soon as possible
2. Get help if the problem is too big for you to deal with by yourself:
  - Contact Ernslaw supervisor staff or others at the forest, Regional Manager, or Environmental Manager
  - Contractors on forest
  - Neighbours
  - Fire Department, ring 111
  - Regional council, contact \_\_\_\_\_
  - District council, contact \_\_\_\_\_
  - Oil or Chemical company (e.g. via an 0800 number)
3. Prevent material getting into a waterway
  - e.g. Dig a bund around spill
  - Dig lip before waterway
  - Use a spill kit
4. Clean up any material in a waterway
  - e.g. booms/hay changed regularly, then scooping it off surface
5. Prevent material spreading into other places
  - e.g. Mound a bund up around the spill
6. Clean up material and contaminated soil/sawdust etc
  - e.g. Scoop up excess material, dig up contaminated soil
7. Start keeping a record of what has been happening as soon as possible
  - e.g. time, conditions etc
8. Contact any potentially affected parties
  - e.g. Neighbours and /or Downstream Water Users as soon as possible
  - Regional council, contact \_\_\_\_\_
  - District council, contact \_\_\_\_\_
  - Department of Conservation / Fish & Game Council
  - Iwi
9. Store contaminated material properly
  - e.g. In empty chemical bags
  - In drums
  - On the road
  - Away from waterways and other sensitive areas
10. Dispose of all contaminated material properly.
  - Check appropriate Material Safety Data sheets for long term toxicity, stability, reactivity, and long term disposal considerations (have someone check web sites – call Ernslaw One’s Environmental Manager for help if necessary).
  - Take to a hazardous waste landfill, or burn or bury - provided that air, water or soil contamination will not occur (confirm action with Regional and District Councils).

Follow Environmental Incident Procedures, Health & Safety, and Accident Reporting and Investigation Procedures as required. Complete an Ernslaw One **Situation File Note**