HAZARDOUS MATERIALS HANDLING AND SPILL RESPONSE

If you ever have questions or concerns about hazardous materials that may be present in your workplace, call UNT Risk Management at 940-565-2109. Any container containing a substance that is not labeled should be considered hazardous.

CHEMICAL STORAGE

All chemicals must be handled carefully and stored properly. Every chemical in a workplace or laboratory must have a Safety Data Sheet (SDS) that contains information about individual chemicals. In addition to having an SDS, all chemicals must be labeled with—at a minimum—the following information:

- The name of the chemical
- Hazards of the chemical
- Personal protection needed for the chemical
- First aid information in the event of a release

Personal Protective Equipment (PPE) must be used when working with hazardous materials.

Do a search on MSDS Online at www.msdsonline.com for the SDSs to provide to first responders. You can do this on a mobile device or computer.

SPILL RESPONSE

If there is a hazardous materials spill:

1. Isolate the spill if possible and evacuate the area.
2. Call 911.
3. Contact UNT Environmental Risk at 940-565-2109 between 8 am and 5 pm Monday through Friday.
4. Contact the UNT Police at 940-565-3000 if the spill occurs after normal working hours.
5. Follow instructions from UNT Police, UNT Risk Management, or other first responders.

HAZARDOUS MATERIALS DISPOSAL

NEVER throw away hazardous materials in a trashcan or down a drain. Hazardous materials include hazardous substances and any items or equipment used to handle/clean equipment. In order to properly dispose of hazardous materials, submit a Hazardous Materials Pickup Request, available on the Waste Management page on
the Risk Management Services website: [www.riskmanagement.unt.edu](http://www.riskmanagement.unt.edu). Follow the instructions for labeling the waste, being as specific as possible.