

SITE ADDRESS	Medieval Quarter and Glade of Light Victoria Street, Manchester, M3 1SX
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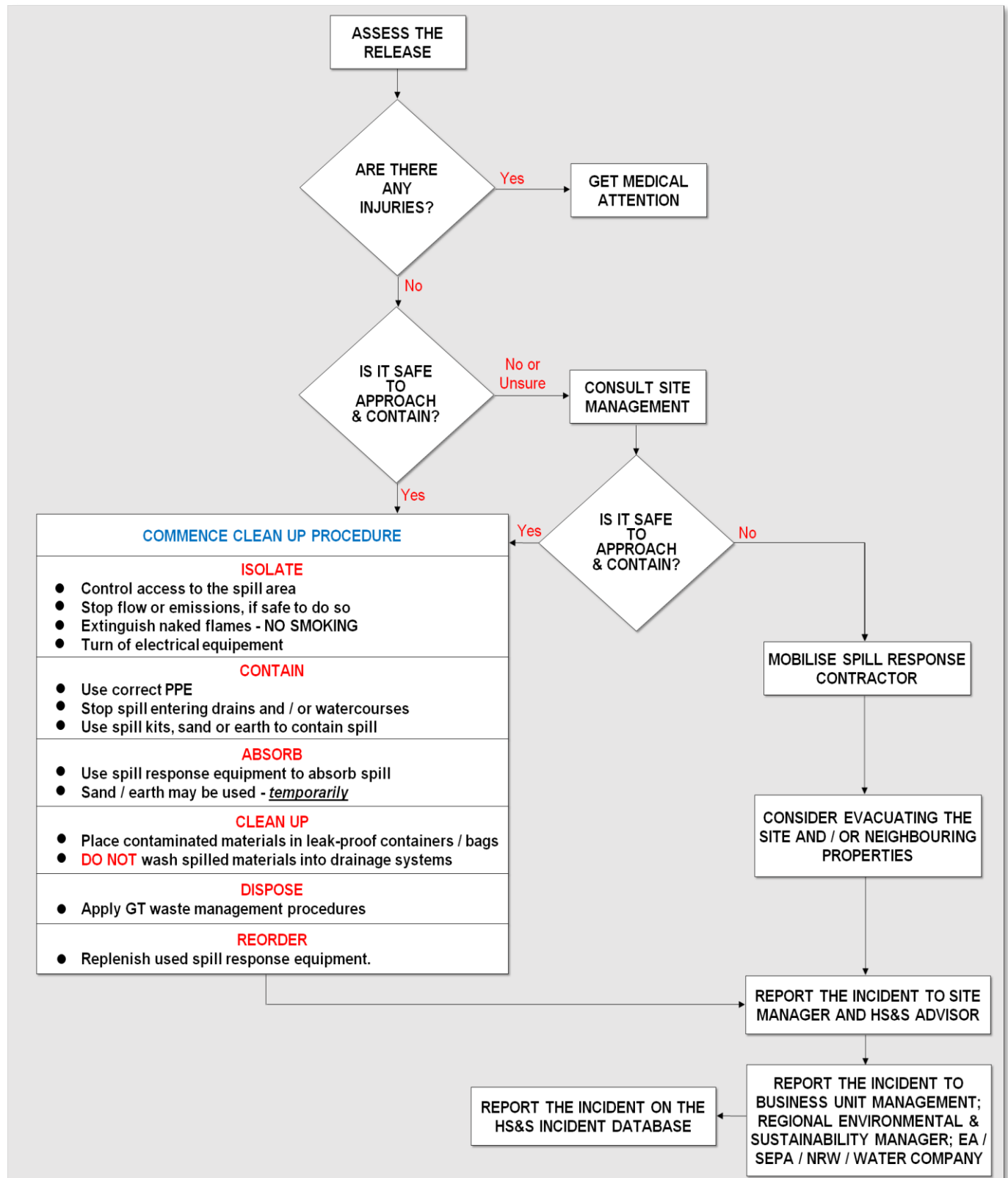
LOCATION(S) OF SPILL RESPONSE EQUIPMENT	
Site Compound	Refuelling area

SPILL RESPONSE EQUIPMENT TRAINED / COMPETENT PERSON(S)	
Adam Liu	Rob Stokey

FREQUENCY OF SPILL TESTS:	Quarterly	ISSUE DATE:	26/02/2021
COMPLETED BY:	Adam Liu	POSITION:	Project Manager
CLIENT / LANDOWNER	Manchester City Council		
SPILL RESPONSE CONTRACTOR	0800-592-827 <i>(Adler & Allan Ltd.)</i>		Membership Number: GAL014
ENVIRONMENT AGENCY	0800 80 70 60 (24 hr Emergency Hotline)		
LOCAL AUTHORITY	07757 389 692 (Paul Henderson – MCC Project Manager)		
ADDITIONAL CONTACT(S)	N/A		

COMPANY CONTACTS	
PROJECT MANAGER	Adam Liu – 07701 370 111
REGIONAL MANAGER	David Procter – 07803 263 533
HS&S ADVISOR	Lee Bulman – 07736 091 588
ENVIRONMENT MANAGER	Tim Wilkes – 07977 122 102

Appendix 1 – Spill Response Process



IF IN DOUBT OR YOU REQUIRE ASSISTANCE CONTACT YOUR HS&S ADVISOR OR ENVIRONMENT MANAGER.

- **Assess Release** : Determine the size of the spill and whether there are any injuries to any person(s) involved.
 - If there are injuries medical attention should be sought and the most senior person on site informed
 - If there are no injuries, an assessment should be made as to whether the spillage is safe to approach and contain. If there is doubt, the most senior person on site should be consulted
 - Consideration should be given of the need to evacuate the site and / or neighbouring buildings. If necessary, the police and / or fire service should be contacted
 - If the competent or trained person cannot handle the hazardous material spill then the Company's spill response contractor should be contacted.
- **Isolate**
 - Control access to spill
 - Do not allow unauthorised access to spillage area
 - Identify the source of pollution and stop the flow or emissions as quickly as possible, if it does not endanger the health and safety of people
 - Switch off or suppress any potential sources of ignition
 - Extinguish naked flames and ensure there is no smoking
 - Turn off electrical equipment.
- **Contain**
 - Ensure the correct PPE is used
 - If the incident involves liquids, steps should be taken to stop it spreading, using earth, sand, or impervious material such as polythene
 - If the incident involves liquids, the flow should be diverted from drains and / or watercourses
 - Consideration should be given to the use of absorbent materials and / or booms, as a precaution, in environmentally sensitive locations
 - Use absorbent materials (sand or earth, as an alternative) to assist spill containment.
- **Absorb**
 - Spill response pads, sheets, booms and granules should be used to absorb the spilt material
 - Sand and earth may be used, as a temporary alternative.
- **Clean Up**
 - Contaminated sand, earth or absorbent materials should be placed into sacks or leak-proof containers, as appropriate
 - Spilled materials should **not** be washed into the drainage system.
- **Dispose**
 - Waste contaminated materials should be disposed of appropriately, refer to [HS&E-STD-W01](#); Waste Management
 - All used absorbent materials are classified as hazardous waste.
- **Reorder**
 - Replace used spill response equipment supplies.