

# **Hazardous Waste Contingency Plan**

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Effective Date: 13 Oct 2017  
Supersedes: new

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## **2 Applicability**

The following Hazardous Waste Contingency Plan is for Bucknell University located at 701 Moore Avenue, Lewisburg PA. Bucknell University is considered a large quantity generator of hazardous waste and this plan is in accordance to 40 CFR Part 262.

## **3 Maintenance and operation of facility**

Bucknell University maintains and operates its facility in a way to minimize the possibility of a fire, explosion, or any unplanned sudden or non-sudden release of hazardous waste to or hazardous waste constituents to air, soil, or surface water which could threaten human health or the environment.

## **4 Required equipment**

Bucknell University has implemented the controls listed below to prepare for and respond to emergencies.

### **4.1 Internal communication or alarm system**

The Hazmat Central Storage Area (CSA) has fire and smoke detection capabilities and audible and visible alarms. The fenced area is implemented with a silent intrusion alarm on the gate to alert Public Safety when the gate is opened and the facility is accessed. The Chemistry CSA is located in Room 006 of the Rooke Chemistry Building. The university restricts access to this room to authorized personnel only. The door from the main hallway utilizes an ID card access system and the door to Room 006 requires a key, both doors lock automatically

### **4.2 Summoning emergency assistance**

Individuals accessing the Hazmat CSA are required to have a cell phone or radio on them and are required to notify Public Safety before entry, and upon exiting. The Chemistry CSA access is monitored by the card reader.

### **4.3 Fire control equipment**

The Hazmat CSA container is separated into three separate compartments, with three separate entrances. Each compartment is separated by a fire resistant wall and has a dry sprinkler system available. A fire extinguisher is located in the compartment. The Chemistry CSA has been implemented with an explosion proof lighting system. Smoke and heat detectors are present and are tied into Bucknell's central monitoring system. A fire extinguisher is located in the main hallway and an automatic sprinkler system is present in the chemistry CSA. Spill control materials are located in both areas.

### **4.4 Adequate water**

There is as adequate water supply at both CSAs to supply the needed volume and pressure to water hose streams and automatic sprinklers.

## **5 Testing and maintenance of equipment**

All communications or alarm systems, fire protection equipment, spill control equipment, are tested and maintained by Bucknell Facilities department, Bucknell Environmental Health & Safety Department, or 3<sup>rd</sup> party vendors as necessary to assure its proper operation in time of emergency.

## **6 Access to communications or alarm system**

Individuals accessing the Hazmat CSA are required to have a cell phone or radio on them and are required to notify Public Safety before entry, and upon exiting. There is a landline telephone available in the Chemistry CSA. Hazardous waste transfer operations are conducted on a quarterly basis and are scheduled in advance. For added safety during hazardous waste transfer operations, activities occur only during daylight hours and during normal working days and business hours of Bucknell.

## **7 Required aisle space**

The CSAs must maintain aisle space to allow the unobstructed movement of personnel, fire protection equipment, spill control equipment, and decontamination equipment to any area of operation in an emergency.

## **8 Arrangements with local authority**

Bucknell's EH&S department will meet with William Cameron Fire Department and the Emergency Management Coordinator of Union County, as needed, to discuss the types and quantities of hazardous waste located at Bucknell University.

### **8.1 Need for services**

Small hazardous waste spills will be managed internally and cleaned up by qualified employees. Large spills will be cleaned up by Northridge Group, 570-473-3219, or another reputable hazardous materials response team.

### **8.2 Familiarize above organizations**

As part of this coordination, Bucknell shall attempt to make arrangements, as necessary, to familiarize the above organizations with the layout of Bucknell, the properties of the hazardous waste handled at Bucknell and associated hazards, places where personnel would normally be working, entrances to roads inside the facility, and possible evacuation routes as well as the types of injuries or illnesses which could result from fires, explosions, or releases at the facility.

### **8.3 Maintain records of arrangements**

Bucknell maintains records documenting the arrangements with the local fire department as well as any other organization necessary to respond to an emergency. This documentation confirms that arrangements actively exist.

## 9 Copies of contingency plan

Bucknell has currently submitted a copy of this plan to William Cameron Fire department and the Union County Emergency Management Coordinator and will any time there is an amendment to the contingency plan.

## 10 Amendment of contingency plan

The contingency plan must be reviewed, and immediately amended, if necessary, whenever: (a) Applicable regulations are revised; (b) The plan fails in an emergency; (c) The generator facility changes—in its design, construction, operation, maintenance, or other circumstances—in a way that materially increases the potential for fires, explosions, or releases of hazardous waste or hazardous waste constituents, or changes the response necessary in an emergency; (d) The list of emergency coordinators changes; or (e) The list of emergency equipment changes.

## 11 Emergency coordinator

At all times, there must be at least one employee either on the generator's premises or on call with the responsibility for coordinating all emergency response measures and implementing the necessary emergency procedures. The emergency coordinator must be thoroughly familiar with all aspects of the generator's contingency plan, all operations and activities at the facility, the location and characteristics of hazardous waste handled, the location of all records within the facility, and the facility's layout. In addition, this person must have the authority to commit the resources needed to carry out the contingency plan.

Name	Title	Telephone
Gregg Rokavec	Assistant Director	570-577-1328
	EH&S/Risk Management	570-412-1156 (24 hour)
Carol Pavlick	EH&S Program Manager	570-577-3728
		570-204-4010 (24 hour)

## 12 Emergency procedures

Bucknell has a primary and a secondary Emergency Response Coordinator (ERC). One (1) of these individuals will be available to respond to emergencies at all times. The ERC is responsible for coordinating all emergency response measures, including calling the fire department in the event of a significant fire, ensuring that the flow of hazardous materials is contained in the event of a release, and ensuring that any contaminated materials or soils are removed.

### 12.1 Emergency spill of hazardous waste

All spills that result in bodily injury, enter surface water, or that are highly hazardous are classified as an emergency spill. In these circumstances:

- Pull the fire alarm

- Isolate the spill area and close doors to the room where the spill occurred
- Evacuate
- Call Public Safety from a safe location
- Contact Public Safety at 570-577-1111 and Bucknell's EH&S at 570-577-3337
- If possible, remove ignition sources and shut down equipment
- If possible, establish exhaust ventilation (to the outdoors only)
- The ERC should notify appropriate state and local agencies with designated response roles if their help is needed
- The ERC should identify the character, source, and amount of released chemicals.
- The ERC will assess the possible hazards to human health or the environment.

## **12.2 Non-emergency spill of hazardous waste**

If you understand the proper spill response procedures described within the Hazardous Waste Management Training and if you feel comfortable completing the cleanup. Follow these instructions:

- Locate the appropriate spill kit
- Choose the proper protective equipment including gloves and protective eye wear. Use additional protective equipment such as an apron, coveralls, or boots dictated by the hazards associated with the spill. (Note: If you need a respirator, you have an emergency spill and should request outside assistance.)
- Cover liquid spills with spill kit absorbent and wet mop dry chemicals to avoid spreading hazardous dust (ensure the spilled material is not water reactive)
- Collect all contaminated debris, including disposable personal protective equipment in an appropriate container
- Properly label all containers of hazardous waste clean-up debris
- Contact EH&S (570-577-3337) for help with the waste determination process or with any other questions about proper spill response procedures
- Decontaminate the surface where the spill occurred using a mild detergent and water
- Restock spill kit and personal protective equipment