

Collin County Community College District

HAZARDOUS MATERIALS EVENT

GENERAL AND ORGANIZATIONAL REQUIREMENTS

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All hazards and potentially hazardous materials are required to be procured, stored, used and disposed of in compliance with appropriate state and federal regulations and all appropriate Collin County Community College procedures.

EVENT REACTION PROCEDURE

When an emergency event involving hazardous materials occurs, persons responding to the event will take appropriate emergency action to minimize health or safety hazards. The emergency action will take the following basic forms:

1. The emergency responder will immediately assess the situation in an effort to determine what hazardous materials are involved and the extent of contamination. The appropriate response to a particular situation will be employed in accordance with procedures listed on the Materials Safety Data Sheet (MSDS).
2. Responder will check the MSDS or other resources as necessary to determine the nature of the chemical and associated health or safety hazards involved. If MSD Sheets are not immediately available, chemical specific safety information can be found at the following internet site:
<http://hazard.com/msds/index.php>
3. The responder will immediately notify the College's Department of Public Safety at **(972) 578-5555 or X 5555**. The Department will then notify appropriate hazardous materials management agencies such as the Fire Department, Health Department, etc.
4. The responder will take immediate steps to isolate the hazardous event and restrict movement of individuals into the danger area until relieved by Department of Public Safety or other Emergency Services personnel. Appropriate actions may include but are not limited to the following:
 - a. Take immediate steps to isolate the hazardous event
 - b. Restrict movement of individuals into the danger area
 - c. Activate the building fire alarm system
 - d. Aid in building evacuation, especially those persons unable to evacuate unassisted
 - e. Assist as directed by Department of Public Safety or other Emergency Services personnel
5. The specific action taken will be dictated by the specific situation. When on scene at a hazardous event, Department of Public Safety personnel will advise the responding Fire/Hazmat service agencies pertinent information such as specific materials involved, specific hazards, location of spill, etc. Information furnished in this manner will be to the extent known by the Department of Public Safety personnel. If no Department of Public Safety personnel are on

scene, the emergency responder is responsible for furnishing the pertinent information.

6. In the event that an airborne biological or chemical agent is released, Plant Operations personnel will be responsible for taking appropriate actions regarding facility HVAC and ventilation systems. Facility systems that are capable of transporting such agents may need to be deactivated to eliminate or lessen the possibility of further contamination.

LOCATION OF HAZARDOUS MATERIALS INVENTORIES

Hazardous Materials on Collin County Community College Campuses are located in such areas as Physical and Life Sciences Departments, Plant Operations facilities, Photography laboratories, etc. Current master lists of hazardous materials inventories are maintained in the Office of the Department of Public Safety, Room K006D Spring Creek Campus, and the Operations Department Offices at other campus locations.

EMERGENCY CONTACT:

CCCCD Department of Public Safety : **972-578-5555 or ext. 5555**

City Police, Fire and Ambulance: **Dial 9 then 911**

Plant Operations:

Spring Creek Campus – ext. 5690

Central Park Campus - ext. 6690

Preston Ridge Campus – ext. 1690

Courtyard Center – ext. 3731