



## PLU SPILL REPORTING FORM

**Please contact Campus Safety immediately if you spill or encounter a spill of a hazardous material.**  
 This form is intended to be used in the event of a spill of hazardous chemical or biological materials and should be completed following all cleanup and notification activities. Forward the completed report to [safety@plu.edu](mailto:safety@plu.edu).

Date of reporting:	Time of reporting:
Person reporting the spill:	Phone number:
Address:	Email:
Responsible person (the person/company in possession, charge, and/or control of the substance when it was spilled):	Phone number:
	Email:
Owner of the substance spilled:	Phone number:
Address or campus location:	Email:
<b>Date of spill:</b>	<b>Time of spill:</b>
Location of Spill Site:	
Description of spill location and surroundings:	
Description of source of spill:	
Type of substance spilled:	Quantity of substance spilled:
Description of the circumstances, cause and adverse effects of the spill:	
Actions taken to address the threat or hazard caused by the spill:	
Injuries or exposures of personnel (must complete PLU injury report form): YES NO (circle one)	
Other comments/actions taken:	
Form completed by:	Phone number:
Title:	Date:

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If any spill of a hazardous **chemical** material enters the environment (directly into the ground or body of water, down a drain, or into the atmosphere), you must notify additional entities, depending on the substance spilled.

Type of spill	Reporting requirements	Required contacts
Oil and hazardous substance spills to water	<ul style="list-style-type: none"> <li>Report it immediately.</li> </ul>	<ul style="list-style-type: none"> <li>The National Response Center at 1-800-424-8802</li> <li>Washington Emergency Management Division at 1-800-258-5990</li> </ul>
Release of hazardous or extremely hazardous substance	<ul style="list-style-type: none"> <li>Report it immediately.</li> <li><a href="#">See full EPCRA reporting requirements.</a></li> </ul>	<ul style="list-style-type: none"> <li>The State Emergency Response Commission (SERC) at 1-800-258-5990</li> <li><a href="#">Your Local Emergency Planning Committee (LEPC)</a></li> <li>The National Response Center at 1-800-424-8802</li> </ul>
Dangerous waste	<ul style="list-style-type: none"> <li>Report it immediately.</li> </ul>	<ul style="list-style-type: none"> <li>Call 911</li> <li><a href="#">Notify the appropriate Ecology regional office</a></li> <li>For <a href="#">unplanned episodic events</a>, also contact an HWTR regional office within 72 hrs.</li> </ul>
Leaking underground storage tanks	<ul style="list-style-type: none"> <li>Report within 24 hours.</li> </ul>	<ul style="list-style-type: none"> <li><a href="#">Notify the appropriate Ecology regional office</a></li> </ul>
Oil spills to ground	<ul style="list-style-type: none"> <li>Report within 90 days.</li> </ul>	<ul style="list-style-type: none"> <li><a href="#">Notify the appropriate Ecology regional office</a></li> </ul>
Spills to air	<ul style="list-style-type: none"> <li>Report within 90 days.</li> </ul>	<ul style="list-style-type: none"> <li><a href="#">Notify the appropriate Ecology regional office</a></li> </ul>

<https://ecology.wa.gov/Footer/Report-an-environmental-issue/Report-a-spill>