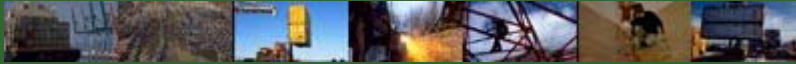




# Safety Meeting Outline



## SMO 04-1002

### Container & Hazardous Material Spills

*By SeaBright Insurance Company Loss Control*

When a loaded container arrives on your dock, or in your yard, you should assume that it has been subjected to a lot of abuse. For containers of hazardous materials, the aforementioned abuse can be a potential problem.

We assume that everyone who either stows cargo in containers, or packages hazardous materials, do so correctly. However, containers that have been handled by forklifts, top pickers, side pickers, "porta-tainers", and gantry cranes and then transported by trucks, rail, barges and other vessels are all subjected to sudden impacts. There are various forces to which cargo is subjected and include impacts against loading docks, coupling impacts, rudder braking, acceleration forces, sway or curves, vibrations, and rolling, pitching, and yawing of vessels at sea. When a ship rolls 35 degrees in heavy seas, a loaded container, if not properly stowed, may travel up to 70 feet with each roll. This creates a tremendous strain on individual pieces within the container, as well as the container itself.

Prior to handling containerized cargo, the proper shipping papers (Shipping Manifest and Material Safety Data Sheets) must be carefully examined to ascertain whether or not a hazardous cargo is included in the shipment. The containers of hazardous cargo must be identified and closely inspected for damage, leaks, odors and spills.

1. The purpose of this meeting is to review what should be done in the event of a hazardous material leak or spill. Your initial reaction, in the event of a spill or leak, is very important, and should include:
2. Know your company Emergency Action Plan;
3. Observe the required container labeling, with the appropriate numerical and/or symbol designation. Obtain the Material Safety Data Sheet (MSDS) and the Shipping Manifest - both the MSDS and Manifest will be informative as to the degree of the hazard, as well as advice for responding to the situation;
4. Secure the area, and keep unauthorized persons away from the incident scene;
5. All authorized persons should approach the scene from the upwind side. Clear the area downwind - avoid exposures to fumes, smoke or vapors;
6. Know the designated contact, within your organization, for emergency response. Your company may have a first responder team who are trained, in among other things, Hazardous Waste Operations; Emergency Response (29 CFR 1910.120). Also known as "Haz Woper", this regulation provides for training, preparation and mitigation of such incidents;
7. Immediate notification of the appropriate, local, state, or federal emergency service agency (Fire, Police, OSHA, EPA, Coast Guard) may also be appropriate, depending on the size of the incident, whether or not your company has first responders, and other regulatory requirements, such as spreading environmental contamination; If additional assistance is needed, the first responders may call the Chemical Transportation Emergency Center ("CHEMTREC") The toll free number is (800) 424-9300. This is a service of the American Chemical Council and can provide additional emergency instructions. CHEMTREC provides immediate and free advice for releases of hazardous materials 24 hours a day, seven days a week.



# SAFETY MEETING AGENDA

DEPARTMENT/JOB SITE: \_\_\_\_\_ MEETING DATE: \_\_\_\_\_

1. **Open Meeting & Present safety topic:** \_\_\_\_\_
2. Read minutes from previous meeting.
3. **Persons present:**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

4. **Old Business** – Status of previous recommendations. Discuss pending old business if any.
5. **Accidents** – Discuss accidents and near misses that have occurred since the last meeting. Brief summary of accidents to date by number and type. Note any trends. Discuss corrective action taken, or needed. Concentrate on accident causes to make everyone more aware.
6. **Inspection Reports** – Report on findings and recommendations of any inspection reports made since last meeting.
7. **New Business** – Solicit employee suggestions. Discuss new procedures, changes to company safety policy, etc.

TIME MEETING STARTED: \_\_\_\_\_ TIME FINISHED: \_\_\_\_\_

MEETING CHAIRED BY: \_\_\_\_\_ TITLE: \_\_\_\_\_