



WEEKLY SAFETY MEETING

Environmental Spills

ENVIRONMENTAL SPILL OR DISCHARGES

A spill/discharge is any process related material discharged to the environment (including liquids, vapors, haze or very small particulate matter/dust from a process)

- A reportable quantity (RQ) is the amount of a spilled chemical above which notification to EPA and other government agencies is required **within 15 minutes** after the spill has been found by a contractor or other person.
- A list of chemicals should be available to contractors at a designated location in each customer facility.
- A list of Winger chemicals will be available to all customers, subcontractors, and employees.

GENERAL ENVIRONMENTAL REQUIREMENTS

Winger is committed to environmental excellence. All Winger employees, subcontractors, and visitors are expected to understand and comply with customer facility requirements:

- ✚ Air Pollution: Visitors, contractors, and tenants must not release into the atmosphere, and shall take all necessary measures to prevent a release to the atmosphere of any air contaminants, regardless of source that may cause a violation of any local, state or federal regulations.
- ✚ Water Pollution: Visitors, contractors, and tenants must prevent the discharge of any substances or materials that may cause pollution into any facility waterway. Visitors must also obtain prior approval from the Environmental Department designee for discharging any materials into any installation sanitary sewer system drain sink, clean-out, or sump.
- ✚ Storm Water Pollution: Visitors, contractors, and tenants may not discharge any substance or materials onto the ground or into any storm drain of the facility. There are no exceptions. Visitors' vehicles may not be washed anywhere on facility property. Storage of materials outside must be kept to a minimum. For materials stored outside, a spill containment kit must be at the storage location and the storage area kept neat and clean. All stored materials must be kept in sealed containers. Any material that may present the threat of a storm water discharge must be stored under cover.
- ✚ Trash/Hazardous Waste: All trash must be handled appropriately. Contractors shall properly label, store, and dispose of all waste materials they generate. Drums brought on site, once unloaded, must be accurately labeled at all times, even empty drums. Solid / hazardous waste must be segregated in accordance with container labels and waste disposal coordinated with the Environmental Department. Roll-off boxes will be used only for wastes designated on the box.
- ✚ Miscellaneous Environmental: No chemicals of any kind may be brought on-site without approval of the Environmental Department. If approval is obtained, all containers must be properly labeled and a Safety Data Sheet (SDS) must accompany the chemical when applicable and be provided to the facility. Visitors, contractors, and tenants are responsible for taking necessary measures to prevent chemical spills or releases. SDS's for chemicals on the facility can be obtained from the safety department.
- ✚ Environmental Aspects and Impacts: Environmental aspects and their associated impacts are posted in active areas of the facility. It is your responsibility to understand aspects and impacts for areas we enter. If you have questions, ask your facility contact person or your safety director.

SAFE WORK PRACTICES

Our projects are typically multi-employer worksites. Winger employees must be aware of potential spills or discharges that could affect themselves, others and the environment. Communication must be made with the host facility. This will be performed during pre-job meetings, contractor orientation and at the direction of customer facilities. Employees should be aware of owners' contingency plans and provisions.

It is Winger Companies' policy that, in order to minimize both the chance of a spill and the consequences of a spill, that all chemicals and wastes shall be stored in a designated and controlled holding area. The storage area shall be designated in consultation with the client/owner and designed to physically limit the spread of liquids to drains or other sensitive areas.

Good housekeeping is an integral part of any job site. To further minimize the likelihood of a spill, each job site will be kept clean and orderly. It is the supervisor's responsibility to maintain proper housekeeping and identify any potential spill scenarios.



Meeting Date: _____

Trainer: _____

Supervisor: _____

Location: _____

Attendees: (Please print clearly)

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



WEEKLY SAFETY MEETING

Environmental Spills

1. A spill/discharge is any process related material discharged to the environment (including liquids, vapors, haze or very small particulate matter/dust from a process). True or False? _____
2. A list of Winger chemicals will be available to all customers, subcontractors and employees upon request. True or False? _____
3. We must report a spill within 15 minutes after the spill has been observed. True or False? _____
4. Winger employees do not need to worry about their facility environmental procedures. True or False? _____
5. Permission must be obtained from the facility environmental contact person before discharging any materials into any installation sanitary sewer system drain sink, clean-out, or sump. True or False? _____
6. Visitors, contractors, subcontractors, and tenants may not discharge any substance or materials onto the ground or into any storm drain of the facility. There are no exceptions. True or False? _____
7. All trash must be handled appropriately. Contractors shall properly label, store, and dispose of all waste materials they generate. True or False? _____
8. No chemicals of any kind may be brought on-site without approval of the Environmental Department. True or False? _____
9. Communication must be made with the host facility. This will be performed during:
 - A. pre-job meetings
 - B. contractor orientation
 - C. or at the direction of customer facilities
 - D. All of the above

10. Good housekeeping in an integral part of any job site. To further minimize the likelihood of a spill, each job site will be kept clean and orderly. True or False? _____
11. It is the supervisor's responsibility to maintain proper housekeeping and identify any potential spill scenarios. True or False? _____



Printed Name: _____ Trained by: _____

Signature: _____ Trained by Signature: _____

Date: _____ Location: _____