

# Hazardous Materials Handling Protocol

## 1. Purpose

This protocol outlines the procedures for safe handling, use, storage, and disposal of hazardous materials to ensure a safe working environment and compliance with relevant regulations.

## 2. Scope

This protocol applies to all personnel involved in handling hazardous materials within the facility.

## 3. Definitions

Term	Definition
Hazardous Material	Any substance that poses a physical or health hazard.
PPE	Personal Protective Equipment.
SDS	Safety Data Sheet.

## 4. Responsibilities

- Supervisors:** Ensure compliance with this protocol and provide adequate training.
- Staff:** Follow all procedures and use required protective equipment.

## 5. Handling Procedures

- Review the SDS before handling any material.
- Wear appropriate PPE.
- Work in designated areas with proper ventilation.
- Use only approved containers and tools.
- Avoid direct contact and inhalation.

## 6. Spill Response

- Evacuate the area if necessary.
- Report spills to the supervisor immediately.
- Follow the spill containment and cleanup procedure stated in the SDS.

## 7. Waste Disposal

- Dispose of hazardous waste in labeled containers.
- Do not mix incompatible materials.
- Coordinate disposal through approved waste handlers.

## 8. Emergency Procedures

- Know the location of emergency exits, eyewash stations, and safety showers.
- In case of exposure, follow first aid instructions on the SDS.
- Report all incidents to the supervisor.

## 9. Training and Review

- All personnel will receive training before handling hazardous materials.
- This protocol will be reviewed annually and updated as needed.