



West Virginia University
Environmental Health and Safety
Spill Response Notification Form

Name:		Position:	
Day time phone:		Evening phone:	
Department:		PO Box:	
Date of Incident:		Time of Incident : AM/PM	
Exact location of spill:			
	YES	NO	Comments
Were materials discharged into drains, sumps, or water courses?	<input type="checkbox"/>	<input type="checkbox"/>	
Source and/or cause of incident: _____ _____ _____ _____			
Type of Material Spilled		Quantity	
Additional comments: Once the spill is cleaned up, label the container hazardous waste and date it with the date the material was placed in the container. Fill out a hazardous waste disposal form. Forward the Spill Response Notification Form and Hazardous Waste Disposal Form to Environmental Health and Safety.			
Return completed forms to: Environmental Health and Safety Attention: Hazardous Materials Specialist PO Box 6551 Morgantown, WV 26506-6551 Telephone: 304-293-3792 Fax: 304-293-7257			