

SOP: Corrective Actions for Contamination Events

This SOP defines the **corrective actions for contamination events**, detailing the immediate response steps, containment procedures, investigation protocols, and remediation processes to effectively manage and resolve contamination incidents. Its goal is to minimize health risks, prevent recurrence, and ensure compliance with safety and environmental regulations.

1. Purpose

To outline standardized procedures for responding to, investigating, containing, and remediating contamination events in order to protect health, safety, and the environment.

2. Scope

This SOP covers all personnel, facilities, equipment, and operations where contamination events may occur.

3. Definitions

- **Contamination Event:** Any incident involving the unintended presence of a hazardous substance, biological agent, or unwanted material.
- **Remediation:** Actions taken to remove or neutralize contaminants.

4. Responsibilities

Role	Responsibility
Supervisors	Immediate notification, oversight of containment and corrective actions.
Personnel	Report suspected contamination, execute emergency protocols as trained.
EH&S Team	Lead investigation, documentation, risk assessment, and remediation processes.

5. Procedure

5.1 Immediate Response

1. **Stop work** in affected area and alert nearby personnel.
2. Notify supervisor and Environmental Health & Safety (EH&S) immediately.
3. Evacuate area if there are health or safety concerns.
4. Provide first aid as needed and seek medical attention if exposed.

5.2 Containment

1. Secure and isolate the area to prevent further spread.
2. Post warning signage and restrict access as required.
3. Use appropriate Personal Protective Equipment (PPE) when entering the area.

5.3 Investigation

1. EH&S conducts incident assessment and documents the event.
2. Identify source, cause, and type of contamination.
3. Collect relevant samples for analysis, if applicable.

5.4 Remediation

1. Develop and implement a clean-up plan per regulatory and safety guidelines.
2. Dispose of contaminated materials following waste protocols.
3. Decontaminate equipment and affected areas.

5.5 Follow-up and Prevention

1. Review root cause and identify preventive actions.
2. Revise procedures or provide retraining as needed.
3. Document corrective actions and closure of the event.

6. Documentation & Reporting

- Complete an incident report and corrective action log within 24 hours.
- Maintain records for regulatory review and audit purposes.

7. References

- Company Safety Manual
- Applicable local, state, and federal regulations
- Environmental Protection Agency (EPA) Guidelines

8. Revision History

Version	Date	Description	Author
1.0	2024-06-20	Initial SOP Template Released	SOP Team