

**EHS
INTEGRATED MANAGEMENT SYSTEM**



SPILL AND CHEMICAL MANAGEMENT

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1. Purpose

This plan defines the controls, responsibilities, and procedures for the safe storage, handling, use, spill prevention, and emergency response for all chemicals used on-site at Inspired Global Cuisine Ltd (IGC). It supports compliance with COSHH, ISO 14001:2015, ISO 45001:2018 and Environment Agency (EA) permit conditions.

2. Scope

This plan applies to all departments storing or handling chemicals, including Hygiene, Engineering, Warehouse, Production, Waste Yard, Utilities, and any areas where chemicals are used, stored, decanted, or transported.

3. Roles & Responsibilities

Role	Responsibility
Senior Leadership Team (SLT)	Overall accountability for governance, resources, and oversight of the Spill & Chemical Management Plan.
Environmental Compliance & TACCP Manager	Leads environmental incident response; conducts audits of the EHS IMS COSHH Register; ensures environmental and EA Permit compliance; leads spill investigations; ensures training and annual review of this plan. Penstock and oil alarms service contract.
HSE Manager (COSHH Duty Holder)	Site-wide COSHH governance; ensures COSHH assessments are suitable and sufficient; oversees COSHH audits; ensures corrective actions are completed.
HSE Advisor	Owner of the EHS IMS Site COSHH Register; ensures departments update chemical inventories; maintains SDS library; updates environmental team chemical entries.
Hygiene Manager	Responsible for all cleaning and hygiene chemicals including soaps and sanitisers; ensures COSHH assessments are current; updates COSHH register; ensures correct storage and handling.
Maintenance Manager	Responsible for engineering chemicals including greases, oils, solvents, and service-related chemicals; ensures COSHH register updates; ensures safe storage and spill prevention controls. PPM schedules for Penstocks and Oil Alarms
Engineering Site Services Manager	Responsible for chemicals in plant rooms and boiler houses including glycol and boiler treatment chemicals; ensures compliant storage and COSHH register updates. Completing PPMs on Penstocks and oil alarms.
Warehouse Manager	Responsible for chemicals stored in ambient/chilled warehousing (inks, solvents, liquid flavourings, etc.); maintains chemical stock accuracy and COSHH updates.
All Employees	Follow COSHH requirements; use chemicals safely; report leaks, spills, or chemical abnormalities immediately.

4. Storage Requirements

- All chemicals stored in accordance with COSHH, SDS and site controls
- Bunded storage for hazardous chemicals
- Segregation of incompatible substances
- Spill trays for oils, greases and engineering chemicals
- Locked stores for controlled substances
- Correct labelling and signage
- Storage away from drains unless bunded

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5. Handling Controls

- PPE worn according to SDS/COSHH assessment
- Decanting only in controlled areas
- Chemicals not left unattended
- Engineering oils/greases handled using designated tools/wipes
- Only trained personnel may handle chemicals

6. Site-Wide Control Measures

- Oil-alarm surface water interceptors
- Penstock valves for full isolation of surface water system
- Ammonia leak detection integrated to BMS
- F-Gas leak detection for HVAC
- Kerbed and impermeable areas
- Dual attenuation ponds and controlled discharge
- Bunded chemical stores
- Drain covers and spill barriers on-site

7. Spill Prevention Measures

- Preventative maintenance for pumps, hoses, dosing systems
- Regular checks on storage integrity
- Prompt cleanup of leaks
- Use of drip trays
- Correct handling equipment for oils/chemicals

8. Spill Response Procedure

- STOP – Ensure personal safety and raise alarm
- CONTAIN – Use absorbents and booms
- PROTECT DRAINS – Apply drain covers
- CLEAN UP – Only trained responders
- DISPOSE – Via licensed hazardous waste contractor
- REPORT – Use EHS IMS AP.8.2-R05
- ESCALATE – Notify Environmental Compliance & TACCP Manager

9. Emergency Equipment

- Chemical spill kits
- Oil-only absorbents
- Universal absorbent granules
- Drain covers
- Acid/alkali neutralisers
- PPE (gloves, goggles, respirators etc.)

10. Training & competence

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- COSHH awareness for all chemical handlers
- Spill response training
- Annual refreshers and toolbox talks
- Engineering chemical handling training
- Records maintained in EHS IMS AP.7.1

11. Monitoring & Review

- Monthly chemical store inspections
- Quarterly spill kit inspections
- Annual COSHH Register Review
- Review after significant spills
- Trends reviewed during Management Review

12. Sign-Off

Title	Name	Signature	Date
Environmental Compliance & TACCP Manager	Matt Stott		18.11.2025
Senior Leadership Team	Adam Smith		18.11.2025