

SPILL RESPONSE PLAN AND DRILL RECORD

PLAN — SITE FILE

The kits, what could spill, the response in order, who is called, and the drill practised and recorded

KD-ENV-SR-006 Rev A0

A spill kit nobody can find in the rain is decoration. This plan says where the kits are and what is in them, what on site could spill, what to do in what order, and who is called — and then records the drill that proved the site can do it. The Control of Pollution (Oil Storage) (England) Regulations 2001 set the storage standard; a spill that reaches a watercourse or groundwater is an offence under the Environmental Permitting (England and Wales) Regulations 2016 regs 12 and 38 whether or not anyone was careless — the offence is causing it; the only defence (reg 40) is an emergency to protect human health, with the regulator told as soon as practicable. A spill to the ground is the same offence once it reaches groundwater, and the contaminated soil is hazardous waste either way. In Wales the oil storage standard is the 2016 Welsh Regulations, which set the same rule, and hazardous waste is the Hazardous Waste (Wales) Regulations 2005. COSHH 2002 regs 6 and 7 cover the people handling the spill. Every spill, however small, is logged on KD-SITE-FL-022; one that reaches a drain, water or the ground is reported on KD-ENV-IR-007.

1 THE PLAN

PROJECT / SITE REF	SITE	DATE	PLAN REV	PLAN OWNER

2 SPILL KITS — CHECKED MONTHLY AND AFTER EVERY USE

KIT	LOCATION	TYPE (OIL / CHEMICAL / GEN...	CONTENTS (PADS, SOCKS, GRANULES, DRAIN COVE...	CHECKED (DATE / B...	RESTOCKED

3 WHAT IS ON SITE THAT COULD SPILL

SUBSTANCE	WHERE STORED / USED	MAX QUANTI...	CONTAINER AND CONTAINMEN...	SAFETY DATA SHEET / C...	NEAREST DRAIN OR WA...

4 THE RESPONSE — IN THIS ORDER

- STOP the source: close the valve, right the container, switch off the pump, stop the refuelling
- PROTECT the drain: drain cover or mat on every gully in the path; sandbag or absorbent sock across the flow; block the outfall
- CONTAIN: socks and booms around the spill; stop it spreading before you start absorbing
- ABSORB: pads and granules on the spill; never hose it down or wash it towards a drain
- TELL the site manager now; the site manager decides whether the regulator, the water company and the client are called — section 5
- BAG the used absorbents and contaminated soil as hazardous waste — labelled, in the bunded store, consigned through the waste log
- RECORD it on KD-SITE-FL-022; complete KD-ENV-IR-007 if anything reached a drain, water or the ground beyond the kit's reach
- RESTOCK the kit before the end of the shift

The kit is for the site's own spills. A spill beyond what the kit will hold, or one that has reached water, is the spill contractor's and the regulator's — call them; do not spend the first hour trying to absorb it.

5 WHO IS CALLED

WHO	NAME / ORGANISATION	NUMBER	WHEN

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continued

PLAN — SITE FILE

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6 DRILL RECORD — BEFORE THE FIRST FUEL DELIVERY, AND AGAIN WHEN THE GANG CHANGES

DATE	SCENARIO (WHAT SPILLED, WHERE...)	WHO TOOK PART	TIME TO CO...	WHAT THE DRILL FOUND	ACTION / BY	RUN BY

7 SIGNATURES

Plan owner:

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

Drill run by:

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-09-02	first-issue	First issue.	— not yet approved —
A0	2026-09-02	review	Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.