



Emergency Response Quick Reference Sheet

Office of Land Quality

317-232-8603 • 800-451-6027

www.idem.IN.gov

100 N. Senate Ave., Indianapolis, IN 46204

Contact numbers and evaluation techniques for environmental threats

IMPORTANT: PERSONAL SAFETY, ESPECIALLY YOURS, IS ALWAYS THE FIRST PRIORITY.

- Do not endanger yourself by entering hazardous environments.
- Stay upwind of spills and air releases.
- Never taste spilled materials.
- Never inhale smells to identify spills.
- Never touch unknown materials without proper Personal Protective Equipment.
- Be aware of highway, water, and night-time safety issues.
- The burden of providing information and performing spill responses ALWAYS falls on the responsible party, not you.
- Please let us know if you need additional guidance or do not feel comfortable being involved in a situation.

State contact numbers:

IDEM Emergency Response, 24-hour spill reporting hotline	888-233-7745
IDEM, general information	800-451-6027
IDEM, complaints.....	317-232-4464
IERC (Indiana Emergency Response Commission).....	317-232-2222
ISFM (Indiana State Fire Marshal)	317-232-2222
ISDH (Indiana State Department of Health)	800-382-9480
IDNR (Indiana Department of Natural Resources), customer service center	877-463-6367
OISC (Office of the Indiana State Chemist)	765-494-1492
IOSHA (Indiana Occupational Safety and Health)	317-232-2655
Board of Animal Health	317-544-2400
Illinois Environmental Protection Agency, 24 hours spill reporting	217-782-7860
Michigan Department of Environmental Quality, 24 hour spill reporting	800-292-4706
Ohio Environmental Protection Agency, 24 hour spill reporting	800-282-9378
Kentucky Department of Environmental Protection, 24 hour spill reporting	800-928-2380

Federal contacts:

NRC (National Response Center).....	800-424-8802
U.S. EPA Region V, spill reporting.....	312-353-2318
Agency for Toxic Substance and Disease Registry (ATSDR).....	800-232-4636
ATSDR emergency response 24-hour line.....	770-488-7100
U.S. Coast Guard, Marine Safety Office, Louisville, KY	502-779-5300
U.S. Coast Guard, Marine Safety Office, Chicago, IL.....	773-768-4093
FBI (Federal Bureau of Investigations), Indianapolis Field Office	317-595-4000
National Transportation Safety Board, Railroad, Pipelines, Hazmat.....	844-373-9922

Other contacts:

Indiana 811, Know what's below, Call before you dig.	811 or 800-382-5544
Chemtrec, chemical data information	800-424-9300

Quick Reference Information Sheet

For assessing spills and threats to water

CONTACTS

1. **Spiller information:** name, address, contact numbers
2. **Landowner information** (if different): name, address, contact numbers
3. **Spill location** (if different): facility name, address, directions, contact numbers
4. **Other contacts:** for lease holders, contractors, response agencies

CIRCUMSTANCES

5. **Spilled material/description.** Safety Data Sheet. What is it used for?
6. **Date and time** of spill (when found vs. when spill likely began).
7. **Cause** of spill.
8. Has the spill led to threats of **human** safety? Any evacuations? Any injuries?
9. Has the **release stopped**? Can it be stopped without compromising safety?
10. Was there an immediate or any **spill response**? Many fire and street departments initially dam or absorb spills with kitty litter or sand. Spillers are ultimately responsible for initiating and completing a spill response.

SPILL CHARACTERISTICS

11. Describe **area affected**, estimate square feet or miles of affected water.
12. Describe **amount spilled**, amount contained, and capacity of containers or vessels.
13. **Amount recovered** or why no recovery (very few exceptions).

SPILLS TO WATER

14. Are there **surface waters** nearby or involved? Roadside ditches, streams, ponds?
15. Are the surface waters **standing, flowing, discharging**? To where?
16. Do you see **fish** or other animals in or near the water? Are they alive, stressed, dead?
17. Are there ditches, low areas, storm drains inlets, field tile risers to water?

SPILLS TO SOIL

18. Are there **sandy or gravelly native soils**, backfill areas, dry wells nearby/involved?
19. Are there **water wells, pipelines, phone lines, or utilities** that spills might follow?

SPILLS TO TILES, SEWERS, STORM DRAINS

20. For impacted **storm drains/storm sewers**, are there signs of the spilled material in **manholes or catchment basins**? Check where the storm drain exits into surface water. Can spilled materials be safely contained and collected from catchment basins or storm drain outlets before entering water?
21. For impacted **combined or sanitary sewer systems**, contact the wastewater utility. Will the material be safely treated? Will it upset or flow through the plant? Can they safely separate and contain it without hurting their plant? Are they experiencing any bypass events where spilled materials may discharge directly to water? Check bypass outfalls for spilled material. **Call IDEM Emergency Response Section at 888-233-7745 immediately for upset plants.** Non-emergency treatment plant questions will be advised during normal business hours by calling IDEM, Office of Water Quality (OWQ), at 317-232-8670.