



## **Incident Response Card**

*Thinking Ahead.*

- \* Ensure safety of yourself and others
- \* Call 911
- \* Prevent release or further release of fuel or chemicals if safe to do so
- \* Contact your company dispatch or owner
- \* Notify your Environmental Specialist (803) 951-8947
- \* Photograph all vehicles involved and entire area around the accident with a disposable 35mm camera
- \* Get information from witnesses (name, address, phone number and a written statement if possible)
- \* Make notes or draw diagrams that will help investigation
- \* Do not take the blame or make any statements that could constitute accepting fault

## **Instructions:**

- \* Follow your company's policy
- \* Know the phone number where you can be reached
- \* Report the material, the amount released and your precise location
- \* Find out whether a State environmental regulatory authority has been notified
- \* Do not leave the scene

## **Hotline Numbers:**

**Environmental Assistance: (803) 951-8947**

**Risk Engineering Hotline: (800) 233-2398 ext. 6813**

**Claims Hotline: (866) 892-1978 or (800) 777-3462**