

## General Spill Procedure

This general spill procedure is for guidance on how to clean up common spillages like tea, coffee, water and juice that may occur in main walkways/corridors.

If the nature of the spillage is unresolved or suspicious, then contact your local estates department or infection control department. Contact details can be found on the NHS Lothian Intranet.

- **Stop the spill**  
Stop the source of the spill immediately (if safe to do so).
- **Contain Spill**  
Control the flow and contain the spill appropriately.
- **Clean Up the Spill**  
Clean up the spill promptly.
- **Report the Spillage**  
Report spillages immediately to the domestic supervisors who will decide what level of response is required and attend if further cleaning is required.

