



EMERGENCY EVACUATION

In the event of an emergency situation that poses a threat to the well being of employees, visitors and others who may be on the premises, procedures should be in place to address what employees should do under these emergency situations. These procedures will apply to all persons at the location at the time of the emergency. Emergency situations to consider include:

- Fire,
- Explosion,
- Medical emergencies (including First Aid),
- Tornado/Severe weather,
- Bomb threats,
- Terrorism,
- Workplace violence, and
- Chemical Spill or Release.

EVACUATION CONSIDERATIONS

Know when an emergency should be an internal or external evacuation. It does not matter what kind of jobsite you are on – if it is an open construction site or a high-rise building the principle is the same – have a plan for evacuations!

- **Establish communication guidelines** on how to warn employees on
 - ❖ WHEN AND WHERE TO EVACUATE
 - ❖ HOW TO COMMUNICATE WHEN THE POWER IS OUT
 - ❖ HOW AND WHEN THE EMERGENCY IS OVER.
- **Determine who is responsible for various tasks** like:
 - ❖ INITIATING THE EMERGENCY EVACUATION PROCEDURES
 - ❖ ASSISTING PEOPLE OUT OF THE AREA
 - ❖ DIRECTING EMERGENCY PERSONNEL ON WHERE TO GO



❖ **ACCOUNTING FOR PERSONNEL INCLUDING EMPLOYEES & CUSTOMERS WHO MAY BE IN THE BUILDING**

- **Shut down machines and equipment** so as not too cause additional injury or damage.
- Have **all individuals report to a gathering area** so everyone can be accounted for. All employees should be instructed on the location of emergency meeting areas for each work location.
- **Render first-aid and CPR** to those in need.
- **Train individuals on emergency evacuation** procedures.
- **Post emergency evacuation maps** prominently, instructing people where to go in the event of an internal or external evacuation.