

Overview

There is always the potential for emergencies to occur at your facility. To reduce your exposure to potential emergencies, your employer has developed an emergency action plan.

Emergency actions plans are developed to provide guidelines on what actions to take if an emergency should occur at your facility.

What is an emergency action plan?

In 29 CFR 1910.38(c), OSHA lists the minimum elements which should be included in an emergency action plan. These elements include:

1. Evacuation procedures and exit route assignments. Your employer will also point out the location of internal shelter areas, and exterior safe areas for evacuation.
2. Procedures to be followed by employees who remain to operate critical plant operations before they evacuate. Some critical plant operations include gas, electrical, power, and water. Chemical manufacturing processes could also be included.
3. Headcount procedures to account for you and your coworkers after emergency evacuation has been completed.
4. Rescue and medical duties for those employees who are to perform them.
5. Procedures for reporting fires and other emergencies.
6. Names or regular job titles of persons or departments who can be contacted for further information or an explanation of duties under the plan.

Additional information

Your employer will also explain:

- How to report fires, hazardous chemical spills, and other emergencies.
- Procedures for sounding emergency alarms on-site.
- Who to notify in the event of an emergency.
- What phones to use and numbers to call.
- Location and use of emergency fire alarms.
- Critical plant operations and those responsible for their operation/shut down.
- Accounting for all employees after emergency evacuation.
- Personnel designated to perform rescue and medical duties.
- Alarm system.
- Recognition of different alarms, such as audio and visual.
- Who is to be contacted for more information on the emergency action plan.
- Where a written copy of the plan can be obtained.



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