Following are the emergency situations identified for Mechanical Department:

1. Fall of person
2. Fall of object
3. Electrical shock
4. Fire
5. Honey-Bee bite
6. Drowning of person

# Fall of person

Resources Required

* + 1. Communication facilities
    2. Ambulance
    3. Medical aid/ First aid equipment
    4. First aid personnel and helpers Emergency Response plan

1. In case of a situation of fall of a person, the incident will be reported by the co-worker to Shift Engineer and Workshop / Plant Maintenance In-charge.
2. The Workshop / Plant Maintenance In-charge will be responsible to co-ordinate with Production Manager / Medical officer.
3. In the absence of the Workshop / Plant Maintenance In-charge, the above task responsibility shall lie with the Shift Engineer.
4. The Shift Engineer shall be responsible to arrange for necessary first aid.
5. After necessary first aid, the affected person (Mechanic/ Electrician/ Helper/ Multi skilled workmen/ Engineer) shall be shifted to the local dispensary and later shifted to a hospital if required.

Mitigation Measures

Following mitigation steps shall be initiated for preventing the recurrence of accident / incident likely to occur due to fall of person:

1. Use of necessary PPE such as Safety belt, Helmet, Safety shoes, etc.
2. Regular / Refresher On-the-job training shall be imparted on safety and skill development.
3. Job shall be carried out under close supervision and a safety work platform shall be used for any overhead work.
4. Any lube spillages shall be covered by saw dust.
5. Proper work area illumination shall be ensured.
6. Walkways if any shall be provided with hand railings, toe guards and proper markings/ labelling.
7. In cases where a platform is not available to work at heights, the jobs shall be carried out by using scaffolding, using safety belt or using a ladder as applicable.
8. Mock drills shall be carried out wherever practicable and discussion on safety tips among the personnel will be held.

Legal obligations if any: Incident will be reported to the head safety/Plant head. Records:

* 1. Incident Report
  2. Incident Investigation report
  3. Mock drill reports

Reporting of emergency: In case of an incident of fall of person, it shall be immediately reported to the respective SS, Production manager, Maintenance manager , A.G.M Safety & Business Manager.

# Fall of Object

Resources Required

* + 1. Communication facilities
    2. Ambulance
    3. Medical aid/ First aid equipment
    4. First aid personnel and helpers
    5. Fire fighting equipments & Emergency lights

Emergency Response plan

1. In case of a situation of fall of an object, the incident will be reported by the co-worker to Shift Engineer and Workshop / Plant Maintenance In-charge.
2. The Workshop / Plant Maintenance In-charge will be responsible to co-ordinate with Production Manager / Medical officer.
3. In the absence of the Workshop / Plant Maintenance In-charge, the above task responsibility shall lie with the Shift Engineer.
4. The Shift Engineer shall be responsible to arrange for necessary first aid.
5. After necessary first aid, the affected person (Mechanic/ Electrician/ Helper/ Multi skilled workmen/ Engineer) shall be shifted to the local dispensary and later shifted to a hospital if required.

Mitigation Measures

Following mitigation steps shall be initiated for preventing the recurrence of accident / incident likely to occur due to fall of object on person:

1. Use of necessary PPE such as safety belt, helmet, safety shoes, etc.
2. Regular / Refresher On-the-job training shall be imparted on safety and skill development.
3. Job shall be carried out under close supervision.
4. Tested lifting slings will be provided for lifting / shifting.
5. Objects shall be appropriately supported by wooden blocks or lifting equipments during any assembly / dis-assembly process.

Legal obligations if any: Incident will be reported to the head safety/Plant head. Records:

* 1. Incident report
  2. Investigation report
  3. Mock Drill Report

Reporting of emergency: In case of an incident of fall of person, it shall be immediately reported to the respective SS, Production manager, Maintenance manager , A.G.M Safety & Business Manager.

# Electrical shock

Resources Required

* 1. Communication facilities
  2. Ambulance
  3. Medical aid/ First aid equipment
  4. First aid personnel and helpers
  5. Emergency lights Emergency Response plan

1. In case of a electric shock of a person, the incident will be reported by the co-worker to Shift Engineer and Workshop / Plant Maintenance In-charge.
2. The Workshop / Plant Maintenance In-charge will be responsible to co-ordinate with Production Manager / Medical officer.
3. In the absence of the Workshop / Plant Maintenance In-charge, the above task responsibility shall lie with the Shift Engineer.
4. The Shift Engineer shall be responsible to arrange for necessary first aid.
5. After necessary first aid, the affected person (Mechanic/ Electrician/ Helper/ Multi skilled workmen/ Engineer) shall be shifted to the local dispensary and later shifted to a hospital if required.

Mitigation Measures

Following mitigation steps shall be initiated for preventing the recurrence of incident likely to occur due to electrical shock to a person:

* 1. Use of necessary PPE such as safety belt, helmet, safety shoes, etc.
  2. Regular / Refresher On-the-job training shall be imparted on safety and skill development.
  3. Job shall be carried out under close supervision.
  4. Insulated tools / hand gloves etc. shall be provided.
  5. Battery disconnect switch will be fitted on all equipments.
  6. Independent main switches will be provided at each section.
  7. Location of main switches shall be identified and MCBs provided in all circuits.
  8. A work permit and Lock out Tag out (LOTO) shall be taken for maintenance of any electrical equipment / Electrical power line wherever applicable.

Legal obligations in any: Incident will be reported to the head safety/Plant head.

Reporting of emergency: In case of an incident of fall of person, it shall be immediately reported to the respective SS, Production manager, Maintenance manager, A.G.M Safety & Business Manager.

Records

1. Incident report
2. Investigation report
3. Mock Drill Report

# Fire

Resources Required

* 1. Communication facilities
  2. Ambulance
  3. Medical aid/ First aid equipment
  4. First aid personnel and helpers
  5. Fire fighting equipments & Emergency lights Response plan

1. In case of a situation of fire in the Workshop, the persons working in the area will make an attempt to extinguish the fire using the resources available like water, sand buckets or any DCP type fire extinguishers.
2. In-case the fire is on an electric installation, only DCP (Dry Chemical Powder) fire extinguishers / CO2 extinguisher or sand (buckets) shall be used except water.
3. Incident will be reported by the co-worker to the Shift Engineer and Workshop / Plant Maintenance In-charge.
4. The Workshop / Plant Maintenance In-charge will be responsible to co-ordinate with Production Manager / Medical officer.
5. In the absence of the Workshop / Plant Maintenance In-charge, the above task responsibility lies with the Shift Engineer.
6. The Shift Engineer shall be responsible to arrange for necessary first aid and put off the power supply in case of electric fire.
7. After necessary first aid, the affected person (Mechanic/ Electrician/ Helper/ Multi skilled workmen/ Engineer) shall be shifted to the local dispensary and later shifted to a hospital if required.
   1. Mitigation Measures

Following mitigation steps will be initiated for preventing the recurrence of incident likely to occur due to fire in the workshop:

* + 1. Use of necessary PPE such as safety belt, helmet, safety shoes, etc.
    2. Regular / Refresher On-the-job training shall be imparted on safety and skill development.
    3. Fire extinguishers shall be provided in various locations in workshop / equipments.
    4. Sand buckets will be provided in Workshop.
    5. Battery disconnect switches will be fitted on all equipments.
    6. Independent main switches will be provided to each section.
    7. Location of main switches will be identified and MCBs provided in all circuits.
    8. Housekeeping will be carried out regularly in Workshop.
    9. Cotton waste, paper, etc. shall be segregated and sent to Stores regularly.

Legal obligations if any: Incident will be reported to the head safety/Plant head.

Reporting: In case of an incident of fall of person, it shall be immediately reported to the respective SS, Production manager, Maintenance manager, A.G.M Safety & Business Manager.

Records:

1. Incident report
2. Investigation report
3. Mock Drill Reports

# Honey Bee Bite

Resources Required

* 1. Communication facilities
  2. Ambulance
  3. Medical aid/ First aid equipment
  4. First aid personnel and helpers
  5. Emergency lights

Emergency Response plan

1. In case of Emergency Situation like Honey bee Bite to the any person, the same is to be reported by the co-worker to Shift Engineer and Workshop / Plant Maintenance In- charge.
2. The Workshop / Plant Maintenance In-charge will be responsible to co-ordinate with Mine manager / Medical officer.
3. The Shift Engineer shall be responsible to arrange for necessary first aid.
4. After necessary first aid, the affected person (Mechanic/ Electrician/ Helper/ Multi skilled workmen/ Engineer) shall be shifted to the local dispensary and later shifted to a hospital if required.
5. In the absence of the Workshop / Plant Maintenance In-charge. The above task responsibility lies with the Shift Engineer.

Mitigation Measures:

Following mitigation steps will be initiated for preventing the recurrence of accidence/ incidence likely to occur due to Honey Bee Bite:

1. Removal of these honey bee combs if any, will be carried out regularly.
2. Mock drill shall be conducted for each situation on six monthly basis and observations will be recorded.
3. Depending on the observation of mock drills, suitable action for improvement shall be taken.
4. Job shall be carried out under close supervision.
5. Housekeeping will be maintained in the area.

Legal obligation: Nil

Reporting of emergency: In case of an incident of fall of person, it shall be immediately reported to the respective SS, Production manager, Maintenance manager, A.G.M Safety & Business Manager.

Records

1. Incident report
2. Investigation report
3. Mock Drill Reports

# Drowning of person

1. Resources required

1. Communication facilities (Siren, PA system, bell for manually communication
2. Lifesaving appliances (lifebuoy, life jacket, etc.)
3. Ambulance
4. Medical aid/ First aid equipment
5. First aid personnel, control & liaison members and general emergency group

Response plan

1. In case of a situation of person falling in water, the incident shall be reported by the co- worker to Shift Engineer.
2. The Shift Engineer will inform to Production In-charge (WIC) based on information and the urgency.
3. The Works Incident Controller (WIC) will declare an emergency and initiates action.
4. In absence of Works Incident Controller WIC, Engineer in Shifts shall act as WIC in association with Shift staff.
5. WIC will direct the group 2- rescue & first Aid, Group 3- control liaison, group 4- evacuation and group 5- general emergency group working for emergency, at incident location.
6. The team leader of each group shall be responsible to direct the group members to carry out the job as per the emergency procedure.
7. After necessary first aid, the affected person (Mechanic/ Electrician/ Helper/ Multi skilled workmen/ Engineer) shall be shifted to the local dispensary and later shifted to a hospital if required.

Mitigation Measures

Following mitigation steps will be initiated for preventing the recurrence of incident likely to occur due to drowning of person:

* 1. Use of necessary PPE such as Life vest, helmet, safety shoes, etc.
  2. Regular / Refresher On-the-job training shall be imparted on safety and skill development.
  3. Job shall be carried out under close supervision and a safety work platform shall be used for any overhead work.
  4. Mock drills will be carried out as per the schedule.

Legal obligation: Nil

Reporting: In case of an incident of fall of person, it shall be immediately reported to the respective SS, Production manager, Maintenance manager, A.G.M Safety & Business Manager.

Records:

1. Incident Report
2. Incident Investigation report
3. Mock drill reports

# The following persons shall be informed in case of an emergency situation:

|  |  |  |
| --- | --- | --- |
| Function | Plant/responsible person | Contact no. |
| Control room | BF3 | 8551087352/352 |
| Dispensary | PID-2 | 373/379 |
| Chief Operations officer | Mr. Susanta Ganguli | 9302321928 |
| VAB Mechanical Head | Mr. Gaurang Kamat | 9011004479 |
| Production head | Mr. Roshan Naik | 9011004472 |
| Business manager | Mr. Saptesh Sardesai | 9011004482 |
| Doctor | Dr. Abel Da Costa | 9535584329 |
| Safety In-charge | Mr. Krishna Kulkarni | 9607969026 |

|  |  |  |
| --- | --- | --- |
| **Prepared By:**  Associate Manager | **Reviewed & Issued By:**  Management Representative | **Approved By:**  Head - Mechanical |
| **Signature:** | **Signature:** | **Signature:** |
| **Date:** 03.01.2022 | **Date:** 03.01.2022 | **Date:** 03.01.2022 |