

# Emergency Response Plan

<b>Location Name:</b>  <b>Location Coordinates:</b>  <b>Date:</b>  <b>Nearest Hospital:</b>	<table border="1"> <thead> <tr> <th>Crew Member</th> <th>Crew Member Cell #</th> <th>Personal Emergency Contact</th> <th>Personal Emergency Contact #'s</th> </tr> </thead> <tbody> <tr> <td>Allan Irvine</td> <td>250 777 1518</td> <td>Tara Stark</td> <td>250 505 9489</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Crew Member	Crew Member Cell #	Personal Emergency Contact	Personal Emergency Contact #'s	Allan Irvine	250 777 1518	Tara Stark	250 505 9489													<b>Emergency Operations Coordinator</b> Name: Allan Irvine Phone: 2507771518 Email: al@newgraphenvironment.com  <b>Crew Leader 1:</b>  <b>Crew Leader 2:</b>  <b>Crew Leader 3:</b>
Crew Member	Crew Member Cell #	Personal Emergency Contact	Personal Emergency Contact #'s																			
Allan Irvine	250 777 1518	Tara Stark	250 505 9489																			
<b>Emergency Contact Numbers</b> RCMP 911 Ambulance 911 Mackenzie Hospital 250 997 3263 PG Hospital 250 565-2000 Forest Fire 1-800-663-Reporting 5555  <b>Evacuation Assembly Location:</b>  <b>Primary Evacuation route:</b>  <b>Secondary Evacuation route:</b>  <b>Location of fire extinguisher:</b>  <b>Location of spill kit:</b>	<b>Procedures for: FIRE RESPONSE</b> 1) Stop operations. 2) Crew lead notifies all crew members and crew regroups if necessary. 3) Crew members assume roles as per the emergency response plan. 4) Call Forest Fire Reporting: <b>1-800-663-5555</b> 5) a) <b>Small fire, can be suppressed by crews:</b> <ul style="list-style-type: none"> <li>Crews suppress fire to their level of safety and competence (water, fire extinguishers, or hand tools). Never attempt to suppress an uncontrolled wildfire.</li> <li>The crew member in charge of fire suppression operations should continue to supervise the efforts until relieved by licensee/contractor representative or BC Wildfire Management Branch personnel.</li> <li>If crews suppress fire for <b>x amount of time</b> and the fire has not been suppressed, then the crew lead should activate the emergency evacuation plan.</li> </ul> b) <b>Large fire, must evacuate:</b> <ul style="list-style-type: none"> <li>Crew members follow emergency response plan and evacuate using the discussed evacuation route.</li> <li>Crew lead accounts for all crew members before evacuating the site.</li> <li>Crews meet at assembly location.</li> </ul>	<b>Procedures for: LANDSLIDE, AVALANCHE AND NATURAL DISASTER RESPONSE</b> <ul style="list-style-type: none"> <li>Ensure all workers understand and trained in response procedures and this emergency response plan is available on site at all times.</li> <li>Notify supervisor and other workers. If safe to do so, assess situation to determine if activities must be shutdown.</li> <li>Take steps to control further environmental impacts.</li> <li>Supervisors must account for all workers before leaving the site. If a shutdown is required, park all equipment in an environmentally safe location (avoid riparian management areas, steep side slopes, steep road sections, areas with excessive soil moisture, and areas within reach of standing timber).</li> <li>Contact appropriate parties if significant environmental damage or damage to infrastructure requiring repair has occurred (MFLNRO, BCTS, MoTI, etc.).</li> </ul>																				

## Remote Site Emergency Call-In Procedures

- Dial RCMP
- Name:
- Location: (GPS, UTM Co-ordinates, Road Km)
- Phone #
- Nature Of Injury: (severity, what happened, and # of Victims)
- Environmental Conditions: (weather, slope, access conditions)
- Request what you are going to need: (SAR, PEP, Helicopter,)

## Spill Response

### Step 1: Ensure safety

- Assess site hazards to ensure safe work procedures.
- Notify Site Supervisor and Environmental Monitor (EM).
- If unsure of the product, consult the MSDS sheets.
- Eliminate ignition sources if spilled material is flammable.
- Wear proper personal protective equipment (gloves) contained in the spill kit.

### Step 2: Contain the Spill

- Eliminate the source of the spill.
- Use contents of the provided spill kit(s) to stop the spread of the spill/leak. Absorbent socks can be used to surround the spill.
  - **Remember:**
    - **White = Fuels & Oils Only, Gray = Universal (Fuels, Oils and Chemicals such as antifreeze)**
- Divert spill away from ditches and watercourses.
- Once the spill is contained, attempt to soak it up using an absorbent pads.
- Place the absorbent pads and any contaminated soil in a container and dispose of it in accordance with the MSDS sheet and provincial regulations.

### Step 3. Reporting Requirements

All spills **must** be [reported](#) to the Site Supervisor and the EM. If the EM cannot be reached, notify the Provincial Emergency Program (PEP) at 1-800-663-3456 if the spill meets the thresholds detailed in the [Spill Reporting Regulation of BC](#). A summary of the reporting thresholds for the most likely spilled materials is below.

#### Spill Reporting Thresholds

Substance	Reporting Threshold
Oil Fuel, Oil & Hydraulic fluid	Any quantity that enters or is likely to enter water >100L to land
Antifreeze	Any quantity that enters or is likely to enter water >25L to land

Provincial Emergency Program (PEP) **1-800-663-3456**

## First Aid Procedures for: INJURY

### Minor wounds, breaks, strains:

- Ensure site is safe, stabilize patient (provide first-aid), transport to closest Hospital, if necessary.
- Advise office and hospital when you are on route
- If accident is the result of a motor vehicle accident, please advise the RCMP at 250 353 2225

### Serious injury:

- Ensure site is safe, then stabilize (provide first-aid) and/or prepare patient for transport.
- Activate SPOT messenger, or call 1 800 461 9911 (if using the satellite phone).

Provide nature of injuries, location co-ordinates in UTM or longitude and latitude for landing site, and communication method to use on the way to the accident site. If air evacuation is required, you must advise the communication centre you've reached; if road evacuation is used, then advise if you will be meeting the ambulance en route.

## Procedures for: FATALITY

- Ensure site is safe
- Activate SPOT messenger, or call 1 800 461 9911 (if using the satellite phone)
- (see phone numbers in injury section above)
- Contact Nelson WCB at 1 800 663 4962
- Do not disturb the site, cover the body, ribbon off the area, and block access if possible