

Purpose

It is the policy of Auto-Chlor System to provide a safe working environment for its employees and the surrounding community. This includes dealing with foreseeable natural or man-made emergencies which may require an evacuation.

Responsibility**Branch Managers**

Branch Managers are responsible for their branches with the assistance of outside agencies. Upon an emergency evacuation from the facility, they will verify that all employees have safely left the building(s). This will be accomplished by designating a safe area in front of the building. This safe area should be noted on facility layouts. Management will direct the emergency personnel and provide the necessary information.

Employees

All employees will follow the established emergency procedures. They will remain at the safe area until released by their manager.

Corporate

Corporate will help management develop an overall effective Emergency Response Plan and audit its effectiveness. In case of emergencies, Corporate may fulfill advisory and community relation roles as necessary.

Meeting Point

Location of the Meeting Point: _____

By signing, I acknowledge that I understand and will abide by any directives or policies contained within this document.

Signature: _____

Name: _____

Date: _____