

11 EMERGENCY RESPONSE

11.1 General Requirements

Personnel shall be fully trained, and all necessary equipment and supplies shall be available to meet any emergency situation. In order to ensure the most effective and prompt response to emergency situations involving the facility staff, it is important to coordinate emergency notification and response activities at the facility, in planning and in implementation, with other agencies and parties involved. Key coordinating agencies include designated DMAT contacts, fire, police, emergency management and services agencies, and civil defense.

This section describes the emergency response plan objectives, procedures and guidelines to be developed and implemented in the final detailed plan for the system in cooperation with other agencies following project start-up. Overall plan objectives include:

- a) Safeguarding the health and safety of the employees and general public.
- b) Eliminating damage to and loss of capital equipment and facilities.
- c) Protecting the quality of the environment.
- d) Providing prompt and thorough responses to any emergency condition that may arise.

11.2 Emergency Procedures

An Emergency Response Plan (ERP) and procedures shall be implemented for each emergency event. The plan should be reviewed annually to ensure it is up to-date and addresses a full range of potential threats, including flooding, other natural disasters, and security breaches such as terrorism and other forms of unauthorized entry.

Emergency procedures will define the scope of activities covered, staff responsibilities and procedures for dealing with a variety of events. The level of response will depend on Health & Safety issues, staff training, the level of Personal Protective Equipment (PPE) available, the nature of the problem and types of control equipment available on the site. The appropriate level of response will, therefore be site specific. It is important to consider what could happen in the worst case and to take this into account in developing the procedure. A check list of actions may be a useful addition.

A well prepared plan should give competent operatives adequate information to initiate appropriate remedial action. This will eliminate having to wait for decisions to be made by others and reduce the overall response times required to contain the incident. A well prepared plan will also include availability of resources, internally and externally.

This guidance provides advice on emergency response planning, and consider the appropriate level of detail for a specific site, taking into account the risks and the site layout.