

# EMERGENCY RESPONSE

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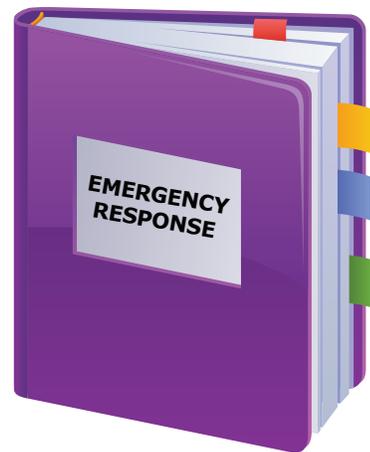
## 8.1 Emergency response

According to the *Saskatchewan Occupational Health and Safety Regulations, 1996*, an employer requires a plan for emergency response.

When an emergency occurs, your ability to make decisions immediately and bring resources into use quickly can mean the difference between life and death, saving your business or losing it.

An emergency is an incident or disaster causing serious injury or damage. Emergencies commonly include:

- Fire
- Hazardous spills
- Severe injury that requires first aid or CPR
- Utility disruptions or leaks
- Thunderstorms
- Major motor vehicle collisions
- Train derailments
- Natural disasters
- Extreme cold or heat, and
- Robbery or bomb threats.



Your company must make effective emergency response plans and be able to support them. Effective plans prevent or minimize fatalities, injuries and loss.

Clearly define 'who is responsible for what'.

Train everyone to follow procedures and use appropriate equipment.

Provide refresher training regularly.

### Whose job is it?

The employer sets the plans. A senior manager or supervisor should be accountable for keeping plans effective. The committee provides input and monitors the plan's effectiveness. Document your plan, test it regularly and keep copies on file.

## 8.2 Emergency preparedness

Emergency preparedness means making sure you have the resources to deal with emergencies in the workplace.

Take the time BEFORE an emergency to identify hazards your company may face. Be confident that you have the right equipment, materials, training and procedures to respond properly.

To be prepared, do the following:

### Management ensures that:

- First aid services, equipment and supplies are readily available onsite, and kept stocked, up to date, clean and dry.
- Workers with valid first aid certificates are available onsite as required by Saskatchewan Occupational Health and Safety regulations.
- The first aid record book is:
  - Accurately kept, and
  - Reviewed by management, the OHS committee and/or safety representative on specific dates, as required by the health and safety policy.
- Provide emergency lighting in places of employment normally used during periods of darkness or that do not have an available source of natural light.
- Emergency exits should:
  - Open in the direction of exit travel
  - Remain unlocked
  - Be accessible
  - Be marked by an exit sign, and
  - Be illuminated.
- Devise an emergency plan, including a fire-fighting plan, with which all workers are familiar. This includes procedures for the following emergencies:
  - Electrical failure or power outage
  - Chemical spills or gas leaks
  - Structural failure
  - Industrial specific emergencies (i.e., flood, mine rescue, confined space rescue), and

- Severe weather conditions in Saskatchewan, such as:
  - Blizzards and extreme cold
  - Extreme summer heat
  - Tornadoes, and
  - Hail storms.



**58% of Canadian small business owners are either “not very” (40%) or “not at all” (18%) prepared for a variety of disruptive events like flood, fire or illness.**

*The “Canadian Small Business Monitor – Quarterly Tracking Survey – Q3 2009” conducted by Angus Reid for American Express Monitor; Courtesy of The Canadian Centre for Emergency Preparedness  
<http://b-readynow.com/>*

It is now over a year since Gil's Gears formed the OHS committee. Larry is back to his original work schedule. He didn't need surgery. Vincent has been added to the staff as a salaried employee.

The extra steps for safety have become routine, and all employees look forward to the 5-minute toolbox talks that start each monthly staff meeting. They've begun to share their own safety moments from home and work. The pre-use equipment inspections have spilled over into their home renovations and yard work. Gil's Gears' staff recently voted to donate skating helmets to the local school.

Every staff member has received WHMIS and first aid training, and become CPR-certified. Mike and Rick posted a sign on the office door that says: "At Gil's Gears, safety doesn't happen by accident."



— The End —  
for now...