

Clearheart Construction Co., Inc.

Emergency Action Plan

EMERGENCY ACTION PLAN

Note: When working at an other contractor's facility, our company would fall under the provisions of their emergency action plan and a copy of their plan would be posted at our job site.

Events may occur which dictate the evacuation of the facility such as fire, severe inclement weather, power failure, etc.. Additionally events may occur which dictate the need for emergency medical responders. These sets of events fall under our Emergency Action Plan and a multitude of objectives must be met.

The first and foremost objective is the safety of all our personnel. To achieve this level of safety, our plan is designed to get personnel away from danger, treat injury, and provide for a thorough and accurate accounting of all employees.

There may well be situations where certain employees, trained in first aid and/or fire fighting procedures, may prevent a small emergency situation from becoming a major disaster. In these types of situations, these employees, identified in this plan, will remain on the job site to perform the function for which they are trained provided they may perform these duties, in their judgment, in a safe manner. At no time will any employee put himself/herself at risk.

All personnel will receive training on our emergency action plan during initial safety training as well as when our plan changes or the employee's responsibilities change.

A copy of this plan will be posted at the job site and, like all safety materials, is readily available for review. Because all personnel have received training in this plan and because it is posted on the job site, it will not be communicated orally regardless of the number of employee present.

If appropriate, on a job site, this emergency action plan will posted with our emergency escape route diagram and emergency telephone numbers.

When working at a client's facility, our personnel will fall under the provisions of their emergency action plan.

All exits will be identified with a sign having the word "EXIT" plainly legible. Exit signs will be suitably illuminated. Doors, passageways, stairs, etc., which appear to be an exit but are not shall be identified by a sign that reads, for example: "Not an Exit".

Aisles and passageways shall be kept clear to provide a direct, easy egress from our facility.

It is important that the actual implementation of this plan be simple, direct, and carried out without confusion. Each employee must know how to alert others, how to call for assistance, the location of fire extinguishers, the escape route, the rendezvous point & procedures to account for employees so that others do not put themselves at risk looking for a person who has already reached safety), and specific tasks that may be required of specific personnel during emergency procedures.

A copy of 29 CFR 1926.35, Employee Emergency Action Plans is readily available for review in our Safety Program.

Additionally, any employee who needs or wants more information on our Emergency Action Plan or their specific duties may contact the below person:

Program Administrator:

Phone Number: 203-825-6250

The following are standard operating procedures:

CALLING FOR EMERGENCY MEDICAL RESPONSE

Should an injury occur that requires an emergency medical responder, the below listed actions will be taken in order given:

1. Call the emergency response number posted adjacent to this plan.
2. Call the Administrative Office at: _____.
 - a. Help will immediately be sent and a person will be designated to direct the emergency responders to the injured person.
 - b. If appropriate, Material Safety Data Sheets will be provided the emergency responders.
3. Provide any medical assistance you are trained and certified to do. Do not provide any medical assistance you are not trained to do.

ASSIGNED FIRST AID PROVIDERS

NAME

[Note: If none, enter "None".]

REPORTING A FIRE OR OTHER EMERGENCY

The phone number of the local fire department shall be posted with other emergency numbers.

If a fire should occur, all personnel and the local fire department will be notified. As in all emergency situations, per the American Trauma Society, the employee calling the fire department should:

- a. Remain calm.
- b. Speak clearly and slowly.
- c. Give the exact location.
- d. Describe the situation.
- e. Give the phone number from where you are calling.
- f. Do not hang up until told to do so.

FACILITY EVACUATION PLAN

(FIRE/EXPLOSION/SEVERE WEATHER/MECHANICAL FAILURE, ETC.)

Note: Specifics of any emergency action plan and evacuation plan are dependent on the job site and the work being done.

TO ALERT EMPLOYEES OF AN EMERGENCY & INITIATE EVACUATION:

Three (3) Blasts of an Air Horn _____

RENDEZVOUS POINT:

500 feet directly from the gate, entrance, or access to work area.

NOTE: At the rendezvous point, the supervisor, using an employee roster, will ensure that all employees are accounted for.

ALTERNATE RENDEZVOUS POINT:

(Example: Parking lot; by dumpster, etc.)

LOCATION OF FIRE EXTINGUISHERS, NEAREST LISTED FIRST:

(Type)

(Location)

(Type)

(Location)

SPECIFIC HAZARDS TO BE AWARE OF:

(Example: List nearby hazardous chemicals. If none, enter "none")

EVACUATION ROUTE:

Map or schematic drawing of route will be posted.

ROSTER OF PERSONNEL WITH SPECIFIC DUTIES DURING AN EVACUATION

<u>NAME</u>	<u>TITLE</u>	<u>DUTIES</u>
<u>NONE</u>		

NOTE: Examples of specific duties: Deenergizing certain equipment or machinery; accounting for personnel at rendezvous point; manning fire extinguishers; directing emergency responders; on alert for First Aid delivery; rescue team member; etc. If none, enter: "None".

EMERGENCY RESCUE/MEDICAL DUTIES

Our employees are not to perform emergency rescue or emergency medical duties. These duties will be performed by personnel with expertise in these areas.

TRAINING

Training and/or review of our emergency action plan will be accomplished upon initial assignment to a job, when an employee's responsibilities under the plan change, and when the plan, itself, is changed.

Additionally, certain persons will be given additional training in the safe and orderly evacuations of other employees. These persons will be essentially "competent persons" as their duties relate to the emergency action plan.

All employees must know how to safely get away from danger and to be properly accounted for.