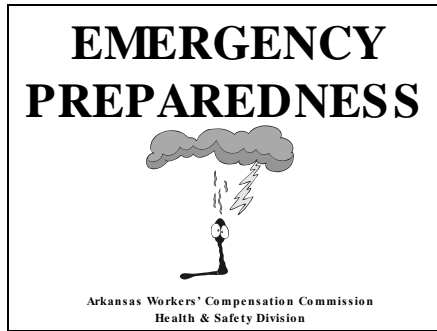


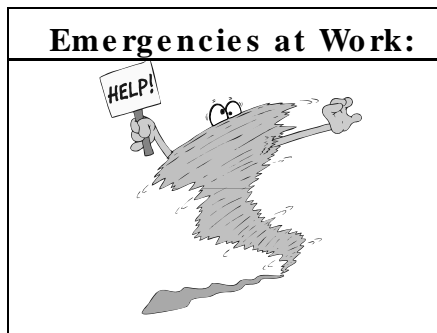
Slide 1




Slide 2




Slide 3



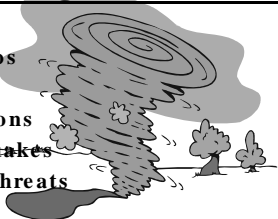
Slide 4

<p>A Written Emergency Plan:</p> <ol style="list-style-type: none">1. Escape procedures and route assignments.2. Procedures for employees who remain to perform or shut down critical operations before evacuating.3. Procedures to account for all employees. 

Slide 5

<p>A Written Emergency Plan:</p>  <ol style="list-style-type: none">4. Rescue and medical duties for some employees.5. The means for reporting fires and other emergencies.6. List of persons or departments to be contacted for further information.
--

Slide 6

<p>Address All Potential Emergencies:</p> <ul style="list-style-type: none">➤ Fires➤ Tornados➤ Floods➤ Explosions➤ Earthquakes➤ Bomb Threats 
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Slide 7

Fires



Slide 8

Tornados

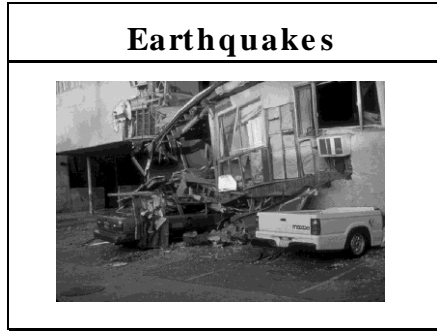


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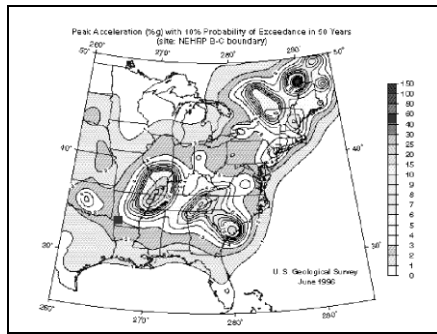
Floods



Slide 10



Slide 11



Slide 12



Slide 13

Terrorist Attacks

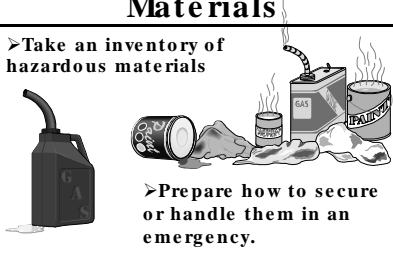
World Trade Centers, New York City, NY
September 11, 2001



Slide 14

Inventory Hazardous Materials

➤Take an inventory of hazardous materials

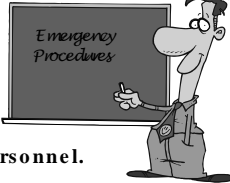


➤Prepare how to secure or handle them in an emergency.

Slide 15

Emergency Procedures


➤List the personnel who should stay behind to perform or shut down critical operations before evacuating.



➤Train these personnel.

Slide 16

Establish a Chain of Command



- Establish who has the authority to make decisions.
- Make sure adequate backup is arranged.

Slide 17


Communications



- To alert employees
- To handle incoming and outgoing calls

Slide 18


Emergency Response Teams






- First line of defense in emergencies
- Personnel identified and trained in emergency procedures
- Should know how to use fire extinguishers
- Should be trained in first aid and CPR

Slide 19


Training	
Employees should be trained in:	
➤Evacuation plans	➤Reporting procedures
➤Alarm systems	➤Shutdown procedures for equipment
	➤Types of potential emergencies
➤Must be trained at least annually	



Slide 20

What Can You Do At Work To Prepare For Emergencies?	
	➤Read your company's plan.
	➤Take note of exit routes and locations of fire extinguishers and medical kits.
	➤Note locations of stairways.
	 

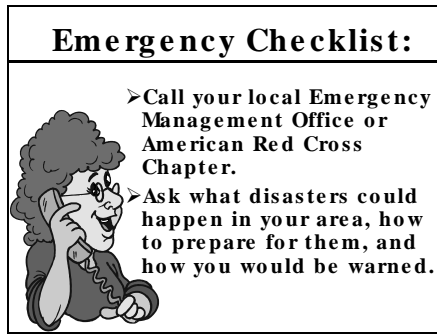
Slide 21

➤Keep personal supplies in a single bag at your desk or workstation.	
➤Keep the area under your desk free of clutter.	
➤Store additional supplies in your car in case you can't go back into work.	

Slide 22



Slide 23



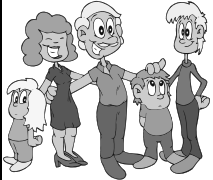
Slide 24



Slide 25

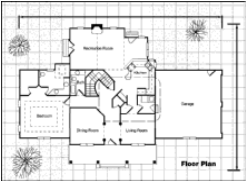
Write your own Emergency Plan

- Talk about the dangers of disasters with your family members
- Discuss how to respond to these disasters
- Discuss how to respond to power outages and personal injuries.



Slide 26

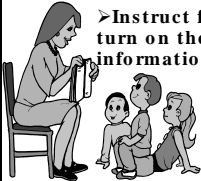
- Draw a floor plan of your home and indicate 2 escape routes from each room.
- Learn how to turn off water, gas and electricity.
- Post emergency telephone numbers.




Slide 27

Write your own Emergency Plan (contd.)

- Teach children how and when to call 911, police and fire. Teach them how to make long-distance calls.
- Instruct family members to turn on the radio for emergency information.
- Choose one out-of-state and one local friend or relative to call if separated by disaster.




Slide 28



➤ Pick 2 meeting places in case you are separated - one near your home and another outside your neighborhood.

➤ Take a class in first aid and CPR.

➤ Keep family records in a water and fire-proof container.



Slide 29

Prepare a Disaster Supplies Kit:



➤ Water - at least 1 gallon/ person/day (Replace every 6 months)



➤ Non-perishable or canned food and a non- electric can opener

➤ Change of clothing, rain gear and sturdy shoes.



➤ Blankets or sleeping bags



➤ First aid kit and prescription medications

➤ An extra pair of glasses

Slide 30

Prepare a Disaster Supplies Kit (contd.)



➤ Battery-powered radio, flashlight and plenty of batteries.



➤ A credit card and some cash

➤ An extra set of car keys.



➤ A list of family doctors' and their phone numbers





➤ Special items for infants, elderly or disabled family members

Slide 31

An Emergency Plan	
<ul style="list-style-type: none">➤ Out-of-State contact - name, city and phone #➤ Local contact - name and phone #➤ Nearest relative - name, city and phone #➤ Family work numbers - father, mother, others➤ Emergency phone numbers - police, fire department, hospital➤ Family doctors - names and phone #'s➤ Meeting locations - right outside your house and a location away from the neighborhood, in case you can't return home.	

Slide 32

Escape Plan	
<p>Draw a floor plan:</p> <ul style="list-style-type: none">➤ Show locations of doors, windows, stairways➤ Indicate location of emergency supplies (the Disaster Supplies Kit), fire extinguishers, smoke detectors, ladders, first aid kits and utility shutoff points.➤ Mark at least 2 escape routes from each room.➤ Mark a place outside the home to meet in case of fire.	


Slide 33

Escape Plan (contd.)	
<p>Practice emergency evacuation drills with family members at least 2 times each year.</p>	

Slide 34


Home Hazard Hunt

Anything that can move, fall, break or cause a fire is a potential hazard.




Slide 35

- Repair defective electrical wirings and leaky gas connections.
- Fasten shelves.



- Put heavy objects on lowers shelves.
- Hang pictures and mirrors away from beds.
- Brace overhead light fixtures.

Slide 36



- Secure water heater.
- Repair cracks in ceilings or foundations.
- Store flammable products away from heat sources.
- Clean and repair chimneys, flue pipes, vent connectors and gas vents .

Slide 37

If You Have Time and Need to Evacuate:

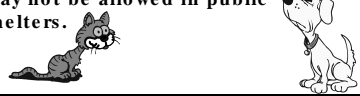
- Listen to a battery-powered radio for location of emergency shelters.
- Wear protective clothing and sturdy shoes.
- Take your Disaster Supplies Kit.
- Lock your house.
- Use the travel routes specified by local officials.



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If You Are Sure You Have Time:

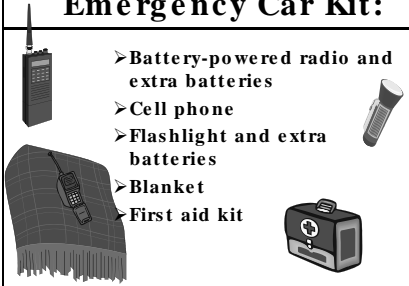
- Shut off water, gas and electricity, if told to do so.
- Let others know when you leave and where you are going.
- Make arrangements for pets. Animals may not be allowed in public shelters.




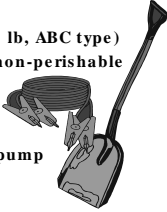
Slide 39

Emergency Car Kit:


- Battery-powered radio and extra batteries
- Cell phone
- Flashlight and extra batteries
- Blanket
- First aid kit



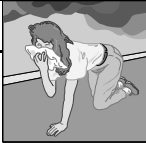
Slide 40

Emergency Car Kit: (contd.)	
	<ul style="list-style-type: none">➤ Booster cables➤ Fire extinguisher (5 lb, ABC type)➤ Bottled water and non-perishable foods➤ Maps➤ Shovel➤ Tire repair kit and pump➤ Flares
	


Slide 41

<p>Also</p> <ul style="list-style-type: none">➤ Keep your gas tank full.➤ Keep the car mechanically sound.➤ Replace your battery every 2-3 years. 
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Slide 42


Fire Safety	
<ul style="list-style-type: none">➤ Plan 2 escape routes from each room.➤ Teach family members to stay low to the floor when there is a fire.➤ Teach family members never to open hot doors. Find another way out.	

Slide 43



➤Install smoke detectors. Clean and test them once/month. Change batteries once/year.

➤Keep a whistle in each bedroom to waken other family member in case of fire.



Slide 44


Fire Safety (contd.)

➤Check electrical outlets. Do not overload outlets.

➤Get at least one or two fire extinguishers (5 lb., ABC type.)

➤Have a collapsible ladder on each upper floor of the house.

➤Consider installing home sprinklers.



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**REMEMBER THE
TIME TO PREPARE
IS NOW -

NOT DURING AN
EMERGENCY!**
