|  |
| --- |
| **Emergency Response Drill Report** |
| OHS Regulation 4.14:**ATTENTION:** WSBC’s OHS Regulation Part 4: General Conditions, Emergency Preparedness and Response requires each company to conduct, report, record and keep annually, their Medical ERP Drill scenario, to ensure worker awareness and effectiveness of your medical emergency response procedures, and exit /evacuation routes. These ERP Drill records are also required to be submitted in question 3 of all small employer audits (ISEBASE/SEBASE). This ERP Drill form is available on the BCFSC website.  |
| **PROJECT DETAILS** |
| DATE (MM/DD/YYYY):  | TIME: [ ]  AM [ ]  PM | PROJECT MANAGER:  |
| PROJECT:  | PROJECT SPECIFIC:  | SUPERVISOR:  |
| LOCATION:  | FORM FILLED OUT BY:  |
| METHOD OF ALARM:  | [ ]  ERP TEST [ ]  ERP DRILL |
| EMERGENCY SCENARIO  | [ ]  FIRE | [ ]  MEDICAL | [ ]  SPILL | [ ]  NATURAL DISASTER | [ ]  | [ ]  |
| **PARTICIPANTS** |
| 1. | 5. | 9. |
| 2. | 6. | 10. |
| 3. | 7. | 11. |
| 4. | 8. | 12. |
|  |  |  |
| DESKTOP DRILL1. Provide Emergency Scenario
2. Workers VERBALLY respond to “emergency” through discussion
3. Designated person checks verbal response against procedures
4. Check that the equipment to be used is in proper working condition
 | MOCK DRILL1. Provide Emergency Scenario
2. Workers physically respond by following procedures properly
3. Designated person evaluates response against procedures
4. Check that the equipment being used is in proper working condition.
 |
| **Equipment checks:** | [ ]  **Fire tools** | [ ]  **First Aid/ETV** | [ ]  **Spill kits** | [ ]  |
| DRILL SCENARIO: |
| DEBRIEF – What worked well: |
| DEBRIEF – What needs improvement: |
| **DRILL DETAILS AND RESULTS** |
| **MITIGATIVE PLANS FOR IMPROVEMENT*****(CHECK APPLICABLE)*** | **EXPLAIN CORRECTIVE ACTION/EFFORTS HERE** |
| [ ]  ADDITIONAL STAFF TRAINING |  |
| [ ]  ADDITIONAL EQUIPMENT REQUIRED |  |
| [ ]  IMPROVED EMERGENCY SUPPLIES REQUIRED |  |
| [ ]  COOPERATIVE PLANNING WITH RESPONDERS |  |
| [ ]  REVISED EMERGENCY PROCEDURES |  |
| [ ]  PROPER REPORTING & DOCUMENTATION |  |
| [ ]  REVISED EMERGENCY PROCEDURES |  |
| **THIS DRILL DEMONSTRATES POSITIVE RESULTS** [ ]  **YES** [ ]  **NO** |