

# EMERGENCY PREPAREDNESS

## WHEN THE ALARM SOUNDS

1

TAKE THE DRILL  
SERIOUSLY, ONE  
DAY IT MAY SAVE  
YOUR LIFE



2

KNOW WHAT TO  
DO FOR EACH EMERGENCY  
(FIRE, EARTHQUAKE, MEDICAL  
EMERGENCY, CHEMICAL SPILL, ETC.)

3

KNOW YOUR ESCAPE ROUTES  
FROM YOUR WORK AREA  
AND OTHER AREAS OF THE  
OPERATION

4

NEVER GO BACK INTO THE  
BUILDING UNTIL GIVEN THE OK

5

PROVIDE FEEDBACK AFTER  
THE DRILL TO MAKE YOUR  
WORKSITE SAFER



**BC Forest Safety**

Safety is **good** business

# EMERGENCY PREPAREDNESS: WHEN THE ALARM SOUNDS



- Know what types of emergencies are likely to occur in your area and when your company conducts drills for such as: fires; man-down or medical emergency, earthquakes, nearby chemical or gas leaks, etc.
- Know your company's emergency plans for each type of drill. If you don't know, ask your supervisor. It's especially important for supervisors to go over and reinforce this safety information with new hires
- Know how to report emergencies – for some companies, it may be calling 911 and for others, it may be dialing an in-house number. What is the process in your workplace?
- Know where physical fire alarms are located in your facility as well as fire extinguishers. Even if you are not trained to use them, assisting others to locate them can save time in an emergency
- Be sure to understand what the alarms sound like for different types of emergencies
- Know where all of the escape routes are located in your facility. The one closest to your workstation may be blocked or you may be in a different part of the building at the time an alarm sounds
- Always keep evacuation routes clear
- Assign a designated person responsible for role call to ensure everyone is accounted for
- If you have any physical issues that hinder your ability to evacuate or get to a designated safe area quickly, alert your supervisor and safety team so they can create a plan to assist you

## DURING A DRILL OR THE REAL THING:

- Don't go back to your workstation for personal items – time is of the essence!
- Use the closest emergency exit
- Evacuate the facility and get to the designated muster area as quickly as possible. Remain quiet and calm to await further instructions
- Remember to use caution after an emergency is over. Many injuries occur after the event
- Do not return to your workstation until you are given the OK
- Provide feedback after a drill – share both strengths as well as weaknesses and look for areas of improvement

## FOR ADDITIONAL EMERGENCY INFORMATION, REFER TO:

**THE GREAT BRITISH COLUMBIA SHAKEOUT:** [www.shakeoutbc.ca](http://www.shakeoutbc.ca)

**BC EMERGENCY PREPAREDNESS, RESPONSE & RECOVERY:**

[www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery](http://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery)

