



EMERGENCY MANAGEMENT POLICY

POLICY STATEMENT

As part of our commitment to achieving the principles of health and safety in our workplace, we recognise our moral and legal responsibility to provide a safe and healthy work environment for workers, contractors, customers and visitors. This commitment extends to recognition that emergencies in the workplace can affect people both physically and psychologically, and ensuring that procedures are in place to eliminate or minimise the risk of any adverse impact of an emergency in the workplace.

AIMS AND OBJECTIVES

We will identify and assess all potential emergency situations, whether natural or man-made, that may arise in a company workplace or as a result of our operations or activities. We will develop and implement procedures to deal with any foreseeable emergency, and ensure that all workers are trained in the implementation of those procedures should an emergency arise.

RESPONSIBILITIES

We will establish and maintain an emergency control organisation including a system of response for emergencies and recovery for critical incidents. To achieve this, we will –

- Ensure that a system is implemented and maintained to ensure co-ordination and control of responses to emergencies
- Establish, test and maintain systematic procedures to enable a rapid, appropriate and comprehensive response at the time of an emergency
- Ensure that emergency recovery management meets the needs of those persons affected by an incident, and ensure a rapid return to normal operations
- Provide appropriate support and training to all workers and persons with roles in dealing with emergencies, including critical incidents, and
- Ensure that review mechanisms are comprehensive and properly reported.

Workers must ensure that they –

- Fully understand the emergency procedures for their workplace, and know the identity of key personnel
- Participate in any training for emergencies, and in any practice for an emergency
- Comply with any and all directions given by members of the emergency response team
- Report any incident (or potential incident) immediately, and
- Follow workplace emergency procedures should an emergency occur.

AUTHORISED BY

Signed: _____

Position: _____

Date: 4/11/2013