Emergency Response Plan

Building Evacuation
&
Severe Weather Emergency
Emergency Response Plan (ERP)
SEVERE WEATHER AND BUILDING EVACUATION PLAN

The best way is to **prepare** to respond to an emergency before it happens!

Click on the link below to view the Emergency Evacuation Route / Rally Point and Severe Weather Shelter locations at each facility. During severe weather, if an employee has any concerns, they should communicate with their manager.

If you have any questions or concerns, please contact John Mann @ (315) 239-4681.

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<td>Wichita-1550</td>
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EMERGENCY RESPONSE PLAN (ERP)

Foley Equipment Co. - 501 W. 49th Parkway - Chanute, KS - 66720

REFER TO "EMERGENCY EQUIPMENT LOCATIONS" AND "EMERGENCY EVACUATION PLAN" MAPS

MEDICAL EMERGENCY
REPORT ALL WORKPLACE INJURIES TO YOUR MANAGER IMMEDIATELY!

Contact your Facility "First Responders" for First Aid treatment
The nearest Hospital / Emergency Medical facility is - Ashley Clinic - 505 S. Plummer - (620) 431-2500
Neosho Memorial Regional Medical Center - 629 S. Plummer - (620) 431-4000 (24 hrs)

EMERGENCY EVACUATION PLAN

Primary notification to evacuate building: ANY EMPLOYEE can sound the evacuation alert from any deskphone at the facility by entering 5880 - wait for the beep

In case of a fire, evacuate the building and call 911. The Coordinator / Alternate below will contact the Foley Customer Care Center by dialing "0" from any deskphone or by calling (316) 943-4211 from a cell phone. If you smell natural gas, chemical vapors, etc., contact your manager or one of the Coordinators.

COORDINATOR: Mark Rauch  CELL: (620) 212-2860  EXT: 5811  ALTERNATE: Randy Durnal  CELL: (620) 433-0066  EXT: 5809

Rally Point: All Employees North to Foley Sign
Make sure employee(s) in Radiator Shop are notified

Employees, customers and guests should leave the building through the nearest "EXIT" door in an orderly manner and go directly to the designated "Rally Point".
Assist those who may need special assistance. Upon reaching Rally Point, Coordinators will take a head count to make sure everyone has left the building. No one shall re-enter the building until the "ALL CLEAR" is given by the Fire Department, Local Emergency Personnel or the designated Foley Coordinator(s) above.

The ALL CLEAR signal will be communicated by Foley Coordinator(s)

SEVERE WEATHER

When there is a threat of SEVERE WEATHER in the area, the coordinators above shall monitor the weather conditions and alert employees, customers and guests to follow the Severe Weather Emergency plan for the facility.

ENVIRONMENTAL: CHEMICAL / PETROLEUM SPILL

Employees should follow all guidelines as outlined in the facility Spill Prevention Control and Countermeasures (SPCC) Plan. Employees should contain the flow of the spill to prevent from entering floor drains, storm drains or reaching bare ground AND contact the Foley Coordinator or Alternate shown below. Evacuate the area if there is any danger to safety or health. The Foley Coordinator or Alternate should then contact the Foley Safety Compliance Manager and / or the Foley Facilities Manager for further guidelines. The EPA ID# for this facility is: IS09011212734

COORDINATOR: Mark Rauch  CELL: (620) 212-2860  EXT: 5811  ALTERNATE: Randy Durnal  CELL: (620) 433-0066  EXT: 5809

FORM REVISED: 8/2013  UPDATED: 10/20/2015
ERP—Building Evacuation-Rally Point
ERP–Building Evacuation-Rally Point
Who Does What?

It’s easy! We have:

1. Coordinators and Alternate Coordinators
2. Everybody else
1. Alert is created

2. All employees evacuate in an orderly manner to the established Rally Point
   - Coordinators put on safety vest and take 2-way radio (if facility has multiple Rally Points)
   - First Responders grab FR Kit and take with them to Rally Point

3. Get a head count

4. Wait for Instructions

REV: 2/7/2017
Coordinators and Alternates

1. Serve as liaison with emergency responders
2. Convey information
3. Upon receiving all clear from emergency responders, sound all clear to employees
4. Maintain up-to-date information on ERP
Coordinators and Alternates

Building Evacuation Alert is sounded

↓

Coordinators / Alternates Notified

↓

Call 911 (Unless a drill)

↓

Go to Rally Point

↓

Take Head Count

Make sure everyone is accounted for

→

Call Foley CCC

(316) 943-4211

→

Communicate

Liaison with Emergency Responders

REV: 2/14/2017

After All Clear is given, call Foley CCC to return phones
1. Stay Calm!
2. If an alarm sounds ensure people in your immediate area are aware of the alarm
3. Know locations of possible exits
4. Go to the Rally Point
5. Don’t re-enter building until notified to do so
6. After building evacuation drill is completed, go by your Severe Weather Shelter
Q: What about severe weather situations?

A: Coordinators and Alternates will monitor weather conditions and alert employees, customers, and guests on what to do and where to go.
Drill procedures for Coordinators / Alternates

- For facilities with 2-way radios, test the radios to insure they are working properly
- Decide who will communicate the alert for the drill
- Decide who will call CCC