



Emergency Response and Evacuation Policy

Policy Statement

Johnston Vulcanising and Services Ltd. is committed to ensuring the safety of all employees, contractors, and visitors by providing clear procedures for responding to emergencies, including evacuations and first aid. This policy complies with UK laws, including the Health and Safety at Work Act 1974 and the Regulatory Reform (Fire Safety) Order 2005.

Scope

This policy applies to all employees, contractors, and operations within Johnston Vulcanising and Services Ltd., including quarrying, vulcanising activities, construction projects, sites, and offices in the UK.

Responsibilities

- **Senior Management:** Ensure overall compliance with this policy, allocate resources for emergency preparedness, and support the development and maintenance of emergency response plans.
- **Emergency Response Coordinator:** Oversee the implementation and monitoring of emergency response procedures, conduct regular drills and training, and update emergency plans as needed.
- **Managers and Supervisors:** Ensure staff are aware of emergency procedures, participate in drills, and report any concerns or improvements.
- **All Employees and Contractors:** Follow emergency response and evacuation procedures, participate in drills, and report any incidents or hazards.

Procedures

1. **Emergency Response Plan**
 - Develop and maintain a comprehensive emergency response plan for all sites.
 - Include procedures for fire, medical emergencies, chemical spills, natural disasters, and other potential hazards.
 - Ensure the plan is accessible and communicated to all employees and contractors.
2. **Emergency Contacts and Communication**
 - Maintain an up-to-date list of emergency contacts, including local emergency services, company emergency response team members, and key personnel.
 - Establish clear communication channels for reporting emergencies and providing instructions during an incident.
3. **Evacuation Procedures**
 - Designate and clearly mark emergency exits and evacuation routes.
 - Ensure all employees and contractors are familiar with evacuation routes and assembly points.
 - Conduct regular evacuation drills to practice and reinforce procedures.



- Assign evacuation wardens to assist with the evacuation and ensure everyone is accounted for at the assembly points.
- 4. First Aid**
 - Provide adequate first aid facilities and ensure they are easily accessible.
 - Train and designate sufficient first aiders to cover all shifts and locations.
 - Maintain a log of first aid incidents and treatments provided.
- 5. Fire Safety**
 - Install and maintain fire detection and suppression systems, such as alarms, extinguishers, and sprinklers.
 - Conduct regular fire risk assessments and implement necessary controls to reduce fire hazards.
 - Train employees on the use of fire extinguishers and other fire safety equipment.
- 6. Chemical Spill Response**
 - Develop procedures for handling and cleaning up chemical spills safely.
 - Provide appropriate spill containment and cleanup materials at all relevant locations.
 - Train employees on the proper response to chemical spills and the use of protective equipment.
- 7. Training and Drills**
 - Provide regular training on emergency response procedures to all employees and contractors.
 - Conduct regular drills, including evacuation, fire response, and spill response drills, to ensure preparedness.
 - Review and assess the effectiveness of drills and update procedures as necessary.
- 8. Incident Reporting and Investigation**
 - Report all emergency incidents and near misses to supervisors immediately.
 - Conduct thorough investigations to identify the root cause and implement corrective actions.
 - Maintain records of all incidents, investigations, and corrective actions taken.
- 9. Review and Update**
 - Regularly review and update the emergency response and evacuation policy and procedures.
 - Ensure the policy reflects changes in legislation, industry standards, and company operations.
 - Incorporate feedback from drills, incidents, and employee suggestions into policy updates.

Commitment

Johnston Vulcanising and Services Ltd. is dedicated to ensuring the safety and well-being of all employees, contractors, and visitors through effective emergency response and evacuation procedures. We expect all personnel to be familiar with and adhere to this policy.

Signed on behalf of Johnston Vulcanising and Services Ltd.

Name: A Johnston

position in the company: C.E.O

Signature:

Date: 24th March 2024

A handwritten signature in black ink, appearing to be 'A Johnston', written over a white background.