Common types of emergency situations that should be considered when discussing emergency response are:

* Weather-related disasters (heat, fires, floods, earthquakes, power outages)
* Caught-in or between moving equipment
* Medical emergencies (heart attack, strokes)

Emergency preparedness ensures that when an emergency occurs, there is a plan in place, and we are not scrambling to get resources together. An emergency is a document that highlights elements like:

1. Mitigation-preventing future emergencies or minimizing their effects
2. Preparedness-preparing to handle an emergency
3. Response-responding safely to an emergency
4. Recovery-recovering from an emergency

**Why is it important?**

* Prevent fatalities and injuries
* Evaluate and reduce hazards
* Reduce damage to buildings and equipment
* Protect your employees
* Promotes safety awareness
* Shows the organizations commitment to the safety of its workers
* Prevent harm to the public
* Reduce costs caused by loss and liability
* The process can identify deficiencies, such as lack of resources, trained personnel
* Reduces anxiety, guides employees on how to react to an emergency
* During an emergency, there is little time to plan

**What can you do to be prepared?**

It’s important to know where you can find your emergency preparedness plan and review it.



**Be prepared to face an emergency by packing the Emergency Preparedness Kit. Follow this link to see the provincial recommendations for an emergency kit and grab-and-go bag.** [**www2.Gov.bc.ca**](https://www2.gov.bc.ca/gov/content/safety/emergency-management/preparedbc/build-an-emergency-kit-and-grab-and-go-bag#emergency-kit)

* Know where your designated meeting areas are located and when you must evacuate
* Participate in emergency drills
* Know your role in an emergency
* Ask your employer for more information and training
* Understand what to do before, during and after an emergency
* Provide your emergency contact information to your employer
* Ensure you have a plan in place with your family. Have a emergency supply kit, communication plan and emergency contact list.
* Being able to communicate with family, friends during an emergency is critical. Keep in mind however, that everyday communication devices may not work during an emergency.
* Keep your contacts up to date on your phone, email, and other channels.

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| **MEETING DESCRIPTION** | | | |
| **Meeting Date:** |  | **Time:** |  |
| **Location:** |  | **Supervisor:** |  |
| **Number in Crew:** |  | **Number Attended:** |  |
| **Attended By:** |  |  | **Absent** |
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| **REVIEW ITEMS FROM PREVIOUS MEETING** | **INCIDENTS/INJURIES REVIEWED** |
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| **TOPICS DISCUSSED** |
| 1. **Emergency Preparedness** |
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| **WORKERS CONCERNS** |
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| **CORRECTIVE ACTIONS TO BE TAKEN** |
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| **MEETING CONDUCTED BY** | | | |
| **Supervisor:** |  | **Manager:** |  |
| **Date:** |  | **Date:** |  |