



American
Red Cross

IS YOUR BUSINESS READY?

ON-SITE EMERGENCY RESPONSE PLANNING GUIDE



Basics Of Emergency Planning

➤ Why Plan?

- 45% of companies without a disaster recovery plan never re-open after a disaster
- 80% fail within a year and 90% within two years of the disaster.
- 40% of companies with a disaster recovery plan do not test it yearly
- lessen the effects of a human emergency or a natural disaster
- effective workplace safety and health program

➤ Goals

- to protect life
- to protect property
- to resume normal operations

➤ **Four Phases of Emergency and Disaster Management**

- preparedness

- response

- recovery

- mitigation

❖ Occupational Safety and Health Administration (OSHA)

- ❖ developed many standards pertaining to emergency response
- ❖ standards are considered minimal standards
- ❖ best practices often exceed the requirements of OSHA
- ❖ Code of Federal Regulations, Title 29, Part 1910, OSHA General Industry Standards
 - ❖ Subpart E – exit routes, emergency action plans, and fire prevention plans
 - ❖ Subpart H – hazardous materials
 - ❖ Subpart I – personal protective equipment
 - ❖ Subpart J – general environmental controls
 - ❖ Subpart K – medical supplies and first aid
 - ❖ Subpart L – fire protection
 - ❖ Subpart R – special industries
 - ❖ Subpart Z – toxic and hazardous substances

❑ Risk = Probability x Severity

- ❑ what risks affect your business?
- ❑ prioritize your risks

❑ Create Short Term and Long Term Goals

➤ Hazard/Threat Assessment

- include the following components
 - critical equipment list
 - site utilities list
 - natural disasters
 - manmade disturbances
 - transportation lines
 - toxic materials and/or raw materials
 - other site spillovers

❖ Emergency Response Team

- ❖ director of crisis management
- ❖ assistant director of crisis management
- ❖ emergency coordinator
- ❖ assistant emergency coordinator
- ❖ stairwell monitors
- ❖ searchers
- ❖ special response teams
- ❖ all other employees

❑ Director of Crisis Management:

- ❑ must know the building inside and out
- ❑ must know all of the processes of the facility
- ❑ must know the hazards associated with the facility
- ❑ must be able to communicate with the incident command and inform them of any dangers they might come in contact with or create

❑ The passenger seat in the Urbana Fire Rescue Services Command Unit is designed for this person



➤ **Emergency Recovery Team**

- can you fix it yourself or do you need to hire someone else?
- utility recovery
- clean up
- rebuilding

❖ Training

- ❖ what should you train for?
- ❖ when should training occur?
- ❖ **DOCUMENT ALL TRAINING/DRILL ACTIVITIES**

Drills

what types of drills should you train for?

evacuation drill

tornado drill

bomb threat

medical emergency

hazardous material emergency

armed robbery

site security

DO YOU REMEMBER?...
ARE YOU PREPARED?...

Mississippi River Flood 93'



Urbana Ice Storm 94'



Ogden Tornado 96'



Urbana Tornado 96'



Utica Tornado 04'



A firefighter in full gear, including a yellow helmet and a red helmet with the number '13' on it, is climbing a wooden ladder. The ladder is leaning against a window of a house with blue siding. Inside the window, there is a large fire with bright orange and yellow flames. The firefighter is wearing a yellow air tank on their back. The scene is set at night or in low light conditions.

Contact Urbana Fire Rescue Services at:
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Urbana, IL 61801
www.city.urbana.il.us
(217)384-2420

References

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