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# **Tool Box Safety Talk # 46 11-10-2024.**

**Topic: Emergency Evacuation**

Knowing how to respond quickly and correctly during an emergency can save lives and prevent injuries. Let's make sure we are all prepared.

The purpose of this talk is to ensure everyone understands the emergency evacuation procedures, knows the designated assembly points, and can evacuate the site safely in the event of an emergency.

**Types of Emergencies**

Emergencies that might require an evacuation include:

* **Fires**
* **Chemical spills or leaks**
* **Natural disasters (e.g., earthquakes, floods)**
* **Structural collapse**
* **Explosions**
* **Medical emergencies**

**Evacuation Plan Overview**

1. **Alarm System:**
   * The alarm will be [describe how the alarm sounds or what the signal is]. When you hear it, it means immediate evacuation is required.
2. **Evacuation Routes:**
   * Familiarize yourself with all exits and evacuation routes. They are clearly marked with signs. If you see any issues with these routes, report them immediately.
3. **Assembly Points:**
   * The designated assembly point is [describe location]. Make your way there quickly and safely. Once there, check in with the supervisor so we can account for everyone.
4. **Role of Supervisors:**
   * Supervisors are responsible for ensuring their teams evacuate safely. They will conduct a headcount at the assembly point and report any missing persons to emergency responders.
5. **Evacuation Procedure:**
   * Stop all work immediately when the alarm sounds.
   * Do not collect personal belongings—your safety is the priority.
   * Proceed to the nearest exit or follow the designated evacuation route.
   * Assist others if needed, but do not put yourself at risk.
   * Move calmly and quickly to the assembly point.
6. **Special Considerations:**
   * Know the locations of first aid kits and fire extinguishers, but only use them if it is safe to do so.
   * Be aware of any colleagues with special needs who may require assistance during evacuation.
7. **Communication:**
   * Stay alert for instructions from supervisors or emergency personnel.
   * Do not use elevators during an evacuation.
   * If you encounter smoke, stay low to the ground.
8. **After Evacuation:**
   * Remain at the assembly point until the “all clear” is given.
   * Do not re-enter the building/site until it is deemed safe by the appropriate authorities.

**Key Reminders**

* **Practice:** Participate in regular evacuation drills to stay familiar with the procedures.
* **Awareness:** Always know your surroundings and the closest exits.
* **Preparedness:** Be ready to act quickly and safely in an emergency.

Remember, safety is our top priority. Knowing how to evacuate the site properly can make all the difference in an emergency. Stay alert, stay prepared, and let’s keep each other safe

Safety Recommendations: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Job Specific Topics: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

S.D.S Reviewed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TRAINING ROSTER**

COMPANY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ JOBSITE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## SUPERVISOR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**ADDITIONAL TOPICS COVERED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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