

# Emergency Response Procedures Outline for Construction Sites

## 1. Introduction

- Purpose and scope of the procedure
- Roles and responsibilities of personnel
- Location of emergency contact information

## 2. Emergency Contact Information

- Site Manager
- First Aid Officer
- Local Emergency Services (Fire, Police, Ambulance)
- Utility Providers (Gas, Water, Electricity)

## 3. Types of Emergencies

1. Medical Emergencies
2. Fire and Explosion
3. Hazardous Material Spill/Exposure
4. Structural Failure or Collapse
5. Weather-related Incidents
6. Security Threats

## 4. General Response Procedures

1. Raise the alarm and notify others
2. Evacuate area if needed
3. Assess the situation (if safe)
4. Contact emergency services
5. Provide first aid (if trained and safe)
6. Report incident to site management

## 5. Specific Emergency Procedures

### 5.1 Medical Emergency

- Call for first aid officer and emergency services
- Do not move injured person unless necessary
- Clear area for emergency responders

### 5.2 Fire/Evacuation

- Activate the fire alarm
- Use nearest safe exit
- Assemble at designated meeting point
- Do not re-enter area until cleared

### 5.3 Hazardous Spill

- Alert nearby workers and evacuate area
- Follow MSDS procedures
- Report spill to management

## **5.4 Structural Failure**

- Evacuate the immediate and surrounding area
- Prevent access to danger zone
- Notify relevant authorities

## **5.5 Severe Weather**

- Secure work and materials
- Take shelter in safe location
- Resume work only when declared safe

# **6. Evacuation Plan**

- Evacuation routes and assembly points
- Procedures for headcounts
- Assisting people with disabilities

# **7. Reporting and Investigation**

- Immediate reporting requirements
- Incident documentation
- Root cause analysis and corrective actions

# **8. Training and Drills**

- Frequency of training sessions
- Recordkeeping of trainings and drills
- Review and update procedures regularly

# **9. References and Appendices**

- Regulatory requirements
- Site-specific emergency maps
- Contact lists
- First aid and emergency equipment locations