

The Theme for January 2019 is: Reacting to an Emergency

Your Health and Safety

Our Environment

Quality Requirements

Preparedness and planning are the foundation for working safely and responsibly. At MWHT, whilst we strive to mitigate risks, unfortunately incidents and accidents can still occur. How we react during these emergency situations can be the difference between a minor incident and severe event. As a result, it is important to be aware of the MWHT site specific emergency response plans and controls.

Spill Response:

STOP work immediately and eliminate any sources of ignition (e.g. switch off plant)

Identify the source of the incident and if possible stop the spill (using the correct PPE)

CONTAIN the spill and prevent from entering drains / watercourses by using spill kits / earth bunds etc.

NOTIFY your Supervisor / Site Manager of the spill

Major Spills and Pollution:

Where a spill cannot be controlled, contact the environmental emergency response contractor immediately

The Environmental Regulator must be notified within 2 hours if there is potential to pollute a watercourse

See Env Poster '04-02 [Env Emergency Call Out](#)' for contact details

First Aid / Accident:

The accident book and Report IT must be completed for all accidents

In the event of an accident, seek First Aid assistance immediately

Before helping an injured Person, check the area is safe – Do not put yourself or others in danger

Security / Threat:

Report all unauthorised or suspicious person(s) to Site Management

If necessary evacuate the building and contact the Police immediately

For suspicious telephone calls or communications with the public, contact the Police and complete the Bomb Threat Checklist (BPF01-03)

Data Security:

Never open attachments or click a link that looks suspicious. Report any suspected phishing emails or unsolicited calls to the IT Helpdesk

If you suspect personal data has been lost, contact the Data Protection Team immediately on MWHTreatmentPrivacy@Stantec.com

Use OneDrive to back-up your non-project data and to prevent disruption if your laptop / hard drive is lost or stolen

Fire:

Evacuate the building immediately and in a safe manner

If a fire is discovered, raise the alarm

Contact the emergency services, if required

Only attempt to put out a fire if trained and safe to do so. NEVER put yourself at risk

Please take the time to read the site specific emergency response plans relevant to you and your team.