

Emergency Action Plan-Assessment

Name: _____

Date: _____

1) Check all that apply

The Company Emergency Action Plans will meet the following objectives:

- ____ Provide a means of notifying employees, customers and local authorities of an emergency situation.
- ____ Provide for a safe and orderly method of evacuation of employees and customers from Company premises.
- ____ Account for all employees and all customers who occupied Company premises at the time of evacuation, should one occur.
- ____ Provide emergency first aid treatment or summon emergency medical assistance for injured individuals.
- ____ Provide training and needed information to those employees responsible for taking action in the event of an emergency.

True or False

- ____ 2) The employee shall, if trained in the use of fire extinguishers, may attempt to suppress a small fire, until relieved by the Fire Department or until it becomes apparent that the fire cannot be controlled by fire extinguishers.
- ____ 3) After an evacuation, before approval from Management, employees may re-enter the building for personal belongings, only if someone know where they are going.
- ____ 4) A Tornado Watch means that a tornado has been observed.
- ____ 5) When someone calls and says there is a bomb in the building, the employee should try and keep the caller on the line as long as possible. Asks them to repeat the message. Tries to write down every word spoken by the caller.
- ____ 6) For minor injuries, management shall drive the employee to a medical provider.
- ____ 7) Regardless of the nature of the spill, and before starting any cleanup activities, the employee(s) shall always secure the area around the spill. This is to include asking all other unnecessary employees and customers to move a safe distance away from the spill site.

- _____ 8) All employees must be aware of the potential for earthquakes and the resulting damage to buildings and facilities. If operating a vehicle, stop as soon as possible, but stay inside the vehicle.
- _____ 9) In the event a robbery occurs, the main objective is to reduce the risk of injury to employees and individuals and to get the robber out of the building as soon as possible.
- _____ 10) In the event a robbery occurs, try to talk the robber out of the crime.

Key-Emergency Action Plan-Assessment

1) Check all that apply

The Company Emergency Action Plans will meet the following objectives:

- ____ **Provide a means of notifying employees, customers and local authorities of an emergency situation.**
- ____ **Provide for a safe and orderly method of evacuation of employees and customers from Company premises.**
- ____ Account for all employees and all customers who occupied Company premises at the time of evacuation, should one occur. (*Not all customers*)
- ____ **Provide emergency first aid treatment or summon emergency medical assistance for injured individuals.**
- ____ **Provide training and needed information to those employees responsible for taking action in the event of an emergency.**

True or False

- ____ 2) **The employee shall, if trained in the use of fire extinguishers, may attempt to suppress a small fire, until relieved by the Fire Department or until it becomes apparent that the fire cannot be controlled by fire extinguishers.**
- ____ 3) After an evacuation, before approval from Management, employees may re-enter the building for personal belongings, only if someone know where they are going. (False)
- ____ 4) A Tornado Watch means that a tornado has been observed.
No, this is a Tornado Warning. A Tornado Watch means that conditions are right for severe thunderstorms and possible tornadoes to develop.
- ____ 5) **When someone calls and says there is a bomb in the building, the employee should try and keep the caller on the line as long as possible. Asks them to repeat the message. Tries to write down every word spoken by the caller.**
- ____ 6) For minor injuries, management shall drive the employee to a medical provider. (F)
(For minor injuries, the employee shall *treat themselves* using supplies from the first aid kit. Employees shall notify management of their accident/injury. In the event an employee is seriously injured and requires professional medical care, management shall drive the employee to a medical provider)

- _____ 7) **Regardless of the nature of the spill, and before starting any cleanup activities, the employee(s) shall always secure the area around the spill. This is to include asking all other unnecessary employees and customers to move a safe distance away from the spill site.**
- _____ 8) **All employees must be aware of the potential for earthquakes and the resulting damage to buildings and facilities. If operating a vehicle, stop as soon as possible, but stay inside the vehicle.**
- _____ 9) **In the event a robbery occurs, the main objective is to reduce the risk of injury to employees and individuals and to get the robber out of the building as soon as possible.**
- _____ 10) **In the event a robbery occurs, try to talk the robber out of the crime. (False)**