

# Emergency Planning Infographic



## Emergency Preparedness in the Workplace

An emergency poses an immediate risk of significant harm to health, life, property or the environment. Preparing for emergencies is an important part of your workplace health and safety program and is a legal requirement throughout Canada.

### Common types of emergencies



### 4 elements of an emergency management program



#### Prevention

Policies and procedures to minimize the occurrence of emergencies



#### Preparation

Activities and procedures to make sure your organization is ready to effectively respond



#### Response

The action to be taken when an emergency occurs



#### Recovery

Practices to resume to normal business operations

### What's in a written emergency response plan

- ✓ Scope and outline potential emergencies
- ✓ Alarms and other methods of initiating a response
- ✓ Site-specific response procedures
- ✓ Command structure, roles and responsibilities
- ✓ Shutting down of power
- ✓ Evacuation and assembly procedures
- ✓ Communication systems and protocols
- ✓ Emergency contact lists
- ✓ Resource lists

Keep employees and responders free from harm  
Manage life-threatening situations

Minimize damage to the environment, equipment, machinery, tools, etc.  
Minimize downtime

### Why prepare for emergencies?

As a worker, it is important  
that you know how to

Identify common types  
of emergencies

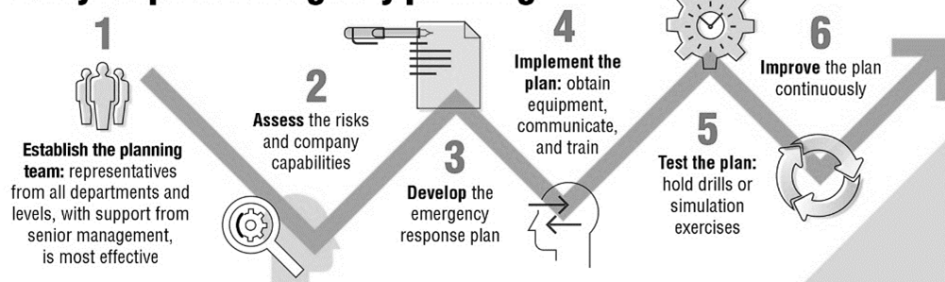
Respond if you encounter  
a situation

Respond when an emergency  
alarm is activated

Ask your employer for more  
information and training

**CCOHS.ca**  
Canadian Centre for Occupational Health and Safety

### 6 key steps to emergency planning



Source: <https://www.ccohs.ca>