HCI

Evacuation Plans and Procedures

Name: **Herron Construction, Inc.**

* + Street Address: 2101 Maple Privado
	+ City: Ontario
	+ State: CA
	+ Zip Code: 91761
1. **Company Contact**
	* Name: Chris Herron
	* Title: President
	* Telephone/Cell: 909-947-9820
	* Email:
2. **Alerts**
	* The sounding of an air horn alarm
	* Verbal announcement

Identify the emergency signal for each emergency situation (i.e. earthquake, fire, general evacuation)

Enter a description of the alarm for each emergency situation:

1. An air horn is designated as the alarm for total evacuation immediately.
2. A verbal announcement will be utilized when time is not a factor.
3. **Policy**
	*  In the event of fire or other emergency, ALL employees shall evacuate immediately.
	*  The policy of this establishment in the event of fire or other emergency is:
4. **Routes**
	*  In the event of an emergency, employees shall evacuate by means of the *nearest* available
	* marked exit.
	*  In the event of an emergency, employees shall evacuate:
5. **Extinguishers**
	*  Portable fire extinguishers are provided in the workplace for employee use. In the event of fire, any employee may use extinguishers to attempt to extinguish the fire before evacuating.
	*  Employees are not authorized to use any portable fire extinguisher that may be present to fight fires. In the event of fire, employees are to evacuate immediately.
	*  In the event of a fire, the following individuals are authorized to use portable fire extinguishers to attempt to extinguish fires before evacuating:

Enter a statement describing employees (by name or job) who are designated to use fire extinguishers

1. **Operations**
	*  Critical operations shutdown procedures are not required, because no employees are authorized to delay evacuation for this purpose.
	*  In the event of an emergency, the following employees are to remain in the workplace to shutdown or monitor critical operations before they evacuate:
2. **Duties**
	*  No employees are assigned to perform medical or rescue duties during emergency evacuation situations.
	*  The following employees are to perform rescue or medical duties during an emergency:
3. **Assembly**

After an emergency evacuation, employees are to gather in the following location(s):

All personnel are to assemble at the nearest parking lot or empty area adjacent to the building but away from all fires.

1. **Accounting**

After an emergency evacuation, the procedure for accounting for all employees is:

Each Subcontractor will account for their own personnel attending work that day.

Chris Herron or Foreman will account for all employees attending work that day.

1. **More**:

Chris Herron or Foreman is authorized as the person who can notify the police, fire department and/or EMT.