

EMERGENCY RESPONSE PLAN

EMERGENCY ACTION WALL CHART: NUMBERS																													
SITE ADDRESS: _____																													
TELEPHONE # _____																													
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FIRE

- Immediately shut off power to affected areas, loading or unloading areas.
- Secure the area.
- Notify Fire Department, (and Fuels Safety Division of TSSA in Ontario)
- Do not remove dispenser nozzles from vehicles (as applicable)
- If possible, and safe to do so, attempt to extinguish fire.

SPILL

1. Immediately shut off power to affected area
2. Notify Fire, Police, Provincial Environment and Municipality
3. Contact an emergency spill response contractor if needed.
4. Remove all sources of ignition.
5. Contain spill by blocking off drains and surrounding the product with sorbent

INJURY

- Ensure no danger to yourself
- Attend to injured person
- Notify Ambulance / Police if required

VEHICLE ACCIDENT

- Shut off power to affected area, as applicable
- Notify police
- Record party's name, address telephone number, driver's license and the vehicle license number, make, colour and year
- Record names, addresses and telephone numbers of any witnesses

NOTE:

- Refer to Material Safety Data Sheet (MSDS) for product handling information

EMPLOYEE ACKNOWLEDGEMENT OF TRAINING

This page should be signed by each employee as confirmation they have read the **Emergency Response Plan** and the **Safe Operating Procedures** and understand their responsibilities in the case of emergency as well as the safe operation of dispensing equipment.

NAME (Please Print)

SIGNATURE

DATE

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The Site Manager should review the **Emergency Response Plan & Operating Procedures** every six months to ensure it is up-to-date and all employees have been trained to respond to various emergencies and dispensing situations.

REVIEW DATE

SUPERVISOR SIGNATURE

_____	_____
_____	_____
_____	_____
_____	_____