

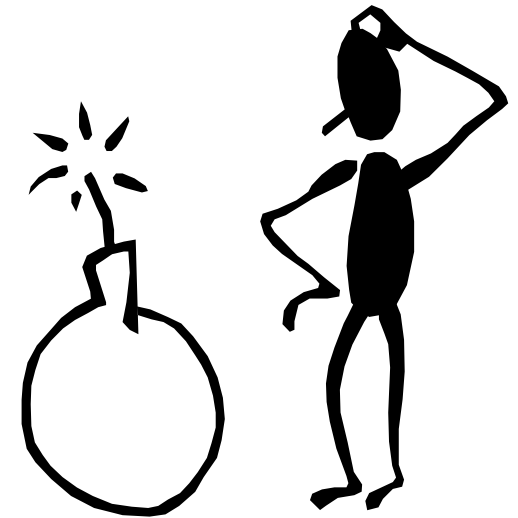
EMERGENCY MANAGEMENT at UWS



**Designed & developed
by the UWS OHS&R Unit**

Session Objectives

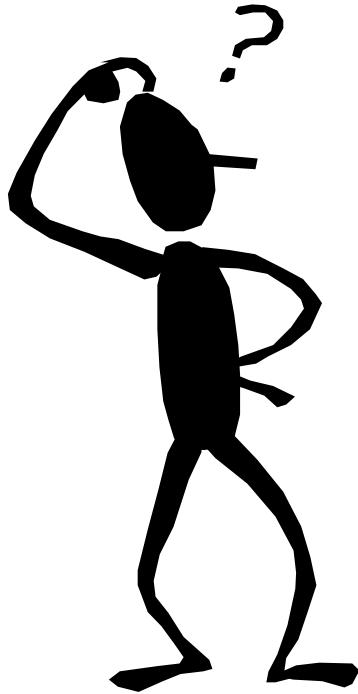
- Why employers & employees need to plan for emergency situations that may arise in the workplace
- Discuss the types of human responses that could arise in an emergency situation
- Identify typical emergency situations that could arise in the workplace



Session Objectives Cont'd

- Explain the University's emergency preparedness program
- Identify UWS Staff who may be required to adopt a key function in an emergency
- Outline the role of Emergency Controllers & Emergency Wardens
- Explain how to correctly identify and operate a fire extinguisher safely

Why plan for an emergency?



- Safety requirements?
- Moral obligation?
- Legal requirements?
- Economic benefit – direct costs?
- Minimise consequential loss?
- Reduce business interruption?
- Protect reputation?
- Protect market share?

Why plan for an emergency cont'd

- Avoid accidental loss of critical information (corporate knowledge)?
- Reduce potential impact of litigation (employees, visitors, neighbours)?
- Insurance requirements?
- Loss Control?
- Risk Management?
- Duty of Care requirements?
- Avoid bad publicity?

How do people react in an emergency?

- Avoidance
- Commitment
- Panic
- Affiliation
- Role
- Freeze
- Indifference



What type of emergency situations could effect your workplace?

- Fire
- Explosion
- Gas leak, Toxic Fumes
- Chemicals

OTHERS

- Weather, (Storms, earthquake, floods)
- Community (Riots, bomb threat)
- Other; Building, Roadway, Rail Line, Air Ways



Types of events can cover:

- **Air-conditioning Contamination**
- **Animal Hazard**
- **Armed Hold-up**
- **Biological Hazard**
- **Bomb Threat**
- **Chemical Spill**
- **Civil Disorder**
- **Confined Spaces Emergency**
- **Cryogenic emergency**
- **Evacuation**



Types of events can cover cont'd:

- **Explosion, Gas leak**
- **Fire – Building, Grass**
- **Flooding/Water leakage**
- **Lift Emergency**
- **Medical Emergency**
- **Motor Vehicle Accident**
- **Power Failure, Storm**
- **Radiation Hazard**
- **Release to Atmosphere**
- **Seismic Disturbance**
- **Violent/threatening Person**



Emergency Preparedness Program - Aim

“To enable management & staff to quickly and decisively respond to any emergency which could threaten the safety of persons, property or which could interrupt or significantly diminish the capability of the University to undertake its usual business operations”

UWS Emergency Management Manual

How does the the Emergency Preparedness Program Operate?

- *Emergency Planning Committee* – Primary role is to advise the VC on all matters relating to emergency preparedness within UWS.
- *Emergency Control Organisation* – A structure of the key functions necessary to effectively deploy an emergency management in a given area.
- Co ordinate and oversee the development, implementation and monitoring of all emergency management plans developed by the University

Staff who may be required to “take on” a key function during the management of an emergency.

- Managers & supervisors of work areas
- Staff who have been specifically trained to act as Emergency Controllers or Wardens
- Staff in “control” of students
- Technical &/or Maintenance Staff
- First Aid Attendants
- Security Staff

Role of Emergency Controllers



- Assist in the development of an emergency plan for a given work area
- Obtain an accurate picture of the nature & extent of the emergency
- Initiate the emergency management plan for the relevant work area
- Ensure the safety of persons as an overriding priority
- Direct the activities of Emergency Wardens
- Call for assistance for the assistance of key staff & co ordinate their activities
- Co ordinate post emergency recover strategies
- Co ordinate post emergency management evaluation

Role of Emergency Wardens

- **Confirm that persons in your area are aware that an emergency situation has developed**
- **When advised by the Emergency Controller initiate an evacuation of your area i.e. advise persons to leave in an orderly manner**
- **Ensure (as far as is practicable) that all persons have left the affected area**
- **Escort all persons to the nearest designated assembly area**
- **Ensure that the injured are treated by a First Aid Attendant**



Common Types of Fires



- **A- General Combustibles**
eg paper, wood
- **B – Flammable Liquids**
eg petrol, kerosene
- **C- Flammable Gases**
eg methane
- **D – Combustible Metals**
eg magnesium
- **E – Electrical**
eg appliances, switchboards
- **F – Cooking Oils & Fats**
- **G – Combination**

Common Types of Fire Extinguishing Medium

- Water – Red
- Foam – Blue
- Dry Chemical – Red with White Band
- Carbon Dioxide – Red with Black Band



Facts You should know when operating a portable fire extinguisher

- Pull the pin
- Aim low & point the extinguisher at the base of the fire
- Squeeze the handle to release the extinguishing agent
- Sweep from side to side at the base of the fire until it appears to be out
- Test extinguisher before use



For further advice on fires -

- NSW Fire Brigades web site
- www.nswfb.gov.au



The Emergency Contact Number at UWS is?

- 2300

