



شركة ميرك العربية السعودية
MEIRC Saudi Arabia

Workplace Emergency Action Plan

Duration 5 Days

Course Synopsis:

This training course introduces attendants to the key elements of the Emergency Management, how to organize a Workplace Emergency Action Plan plus regulations covering alarms, evacuation procedures, and required training.

Who Should Attend:

This course is intended for all employees involved in occupational health and safety and Managers.

Workshop Goals:

- Introduce OSHA-212 Workplace Emergency Action Plan;
- Provide step-by-step advice on how to create and maintain a comprehensive emergency action plan for your workplace; and
- Complete a vulnerability analysis.

Program Training Methods:

- Theoretical Lectures (Power Point Presentations);
- Team Participation; and
- Practical Workshops.

Instruction Materials:

Organizing your Workplace Emergency Action Plan training manual in according with OSAH – 212.

Workplace Emergency Action Plan Outline

- The Definition of an Emergency;
- The Four Elements of an Emergency Management;
- Methods of Preventions;
- Preparedness
 - o Identifying Critical Products, Services and Operations;
 - o Identifying Internal Resources and Capabilities;
 - o Identifying External Resources; and
 - o Vulnerability Analysis (Team Exercise)
- Response
 - o Emergency Medical Situations;
 - o Fire;
 - o Severe Weather/Natural Disasters;
 - o Chemical Releases;
 - o Bomb Threats; and
 - o Power Outages
- Recovery
 - o Recovery of Operations;
 - o Documentation;
 - o Incident Investigation;
 - o Damage Assessment; and
 - o Post-Emergency Activities



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- Developing the Plan
 - o Emergency Plan Coordinators;
 - o Preferred Means of Reporting Fire and Emergencies;
 - o Methods of Emergency Alerting Procedures;
 - o Evacuation Escape Route Plan (Mapping);
 - o Employee Accountability Procedure after Evacuation;
 - o Rescue or Medical Duties Procedures;
 - o Training of Designated Employees;
 - o Training of Employees, and
 - o Re-Entry.
 - o Drills and Exercises