

# General Emergency Response Procedure<sup>2</sup>

## List who to call:

- Call 911 or local emergency response coordinators, at numbers below:  
(When completing form, ensure you know which departments serve your location.)
  - Fire \_\_\_\_\_
  - Ambulance \_\_\_\_\_
  - Police \_\_\_\_\_
- Speak clearly and provide the location of the accident or emergency.
- Describe any victim(s) and the nature of any injuries.
- Describe the emergency (fire, tornado, equipment accident, etc.).
- If a fire or tornado or utility emergency, describe:
  - any hazardous or flammable materials stored at this facility (fuels, bottled gases for welding or other);
  - Anhydrous ammonia stored on site;
  - fuel leaks (gasoline, ethanol, biodiesel, diesel, bottled gases);
  - pesticides or fertilizer stored on site with the potential to be implicated in the emergency situation; or,
  - solar panels; wind turbines, or biogas plant connected to the farm system.
- Note that you are calling from a farm and identify if animals are involved including type and number, if known.
- If an equipment related incident, describe:
  - the nature of the accident and
  - any rolling stock (tractor, combine, etc.) or fixed equipment implicated
- Contact other people below as appropriate (owners, managers, employees, and neighbors) for additional assistance.  
(When completing form, indicate the relationship these people have to the farm.)

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## List what steps or activities should be taken and, if applicable, who is responsible:

- Do not move victim(s) unless you must do so for their safety and to prevent further injury.
- Render first-aid and emergency medical treatment to the best of your ability. At a minimum, attempt to provide the following assistance:
  - Stop the bleeding with firm pressure on the wounds; avoid direct contact with blood or other bodily fluids.
  - Clear blocked air passages in the case of choking.
- To the extent possible, use your training experience to prevent further damage to people, animals, environment and farm assets through quick and appropriate action and proper use of any emergency response equipment:
  - turn off powered equipment,
  - stop the flow of liquids and gases,
  - use fire extinguisher,
  - use absorbents, etc.

2. Adapted from Emergency Preparedness and Response Plan, Howick Township, Huron County, <http://howick.ca/content/page-content/farm-emergency-plan.pdf>



- Account for all personnel known or expected to be on the premises. The on-site meeting location is:

\_\_\_\_\_

- Upon arrival of emergency response personnel, direct them to the location of any victims or facilities that require their attention and services.
- As appropriate, take photographs of the incident scene, damage, etc. and document actions including timeline.
- Other:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**List what SHOULD NOT be done:**

- Do not make statements during the emergency response about actions, cause, blame or responsibility unless authorized to do so.
- An accident or emergency may have legal and financial implications.
- Provide factual information necessary to direct and assist emergency responders.
- Direct all inquiries to farm management. When the emergency is over, farm management and/or skilled investigators will conduct a proper inquiry.
- **If the press or animal activists should arrive at the scene, don't be rude. Be cordial but explain that you are focused on the care of the animals.** Ask them to respect the biosecurity and do not enter signs. Direct them to officials on site if applicable.
- Other:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

These procedures are to be copied, posted and maintained in good condition in facilities and equipment (in-cab/rolling stock or near to fixed equipment). Annual review and refresher training is recommended.

Post multiple copies in conspicuous places.

Replace this document with an updated version on an annual basis or more often as necessary.

Remember, you may know the procedure, but a stranger may be rendering aid.

Date Prepared: \_\_\_\_\_ Initials of person completing: \_\_\_\_\_

Date Updated: \_\_\_\_\_ Initials of person updating: \_\_\_\_\_

Date Updated: \_\_\_\_\_ Initials of person updating: \_\_\_\_\_

Date Updated: \_\_\_\_\_ Initials of person updating: \_\_\_\_\_

Date Updated: \_\_\_\_\_ Initials of person updating: \_\_\_\_\_

Date Updated: \_\_\_\_\_ Initials of person updating: \_\_\_\_\_