

EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 1 of 18

REVISION 5

DATE April 2023

Prepared by: Environmental Graduate

Approved by: Environmental Manager

Revision History					
Revision Number	Description of change	Date of Review	Reviewed By	Reviewed By	Approver
3	Review of procedure - Addition of Lorry Tank Spill Action Plan	19/04/2023	J.Richards	H.Mayled	H.Powell

EMERGENCY ACTION PLANS

1.0 OBJECTIVE

The purpose of this document is to define a standard response to emergency situations at CELSA to ensure a successful out come.

This procedure applies to all CELSA's manufacturing operations and all supporting functions associated with these operations.

2.0 RESPONSIBILITIES

- 2.1 It is the responsibility of the Health and Safety Manager/Environmental Manager or delegates to create these flow charts for use in emergencies.

3.0 GENERAL REQUIREMENTS

- 3.1 Copies are to be kept in the emergency data packs as prescribed in CP/B032 Emergency Operating Procedure and located in the following locations:

- Castle Works Security Lodge
- Tremorfa Security Lodge
- RBM Shift Manager's Office
- SM Shift Manager's Office
- Melt shop Shift Manager's Office
- Mineral Site Office

4.0 EMERGENCY ACTION PLANS

- 4.1 Identify incident type in table 1 below for the relevant Emergency Action Plan (EAP).

PLAN NUMBER	EMERGENCY ACTION PLAN
EAP 1	Main Flow Chart
EAP 2	Fire Emergency Action Plan
EAP 3	Medical Emergency Action Plan
EAP 4a/b	Chemical/Oil Spill/Solid Release Action Plan/ Lorry Tank Spill Action Plan
EAP 5	Flood Action Plan

EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 2 of 18

REVISION 5

DATE April 2023

Prepared by: Environmental Graduate

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EAP 6	Emissions to Air
EAP 7	Electric Arc Furnace (EAF) Explosion
EAP 8	Bomb Threat
EAP 9	Radiation Action Plan
EAP 10	Gas/Pipeline Leak
EAP 11a/b	Bulk Delivery/Storage Failure
EAP 12a/b	Evacuation Action Plan – Partial/Full
EAP 13	Uncontrolled Release to Surface Water
EAP 14	Legionella Outbreak Action Plan (Melt Shop)

Table 1: Emergency Action Plan List

5.0 RECORDS AND REVIEW

- 5.1 During any incident that involves the use of these flow charts ERT leaders are to comment on any problems encountered with the chart as part of their 8D follow up and where valid, the Health and Safety Manager and/or Environmental Manager will implement changes in the chart, to improve the emergency response.

6.0 DOCUMENTS

EHS Internal Audit Programme
CPB032 Emergency Operating Procedures
CPB026 Preventive/Corrective Action Form
Associated Prosafety Reports

EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 3 of 18

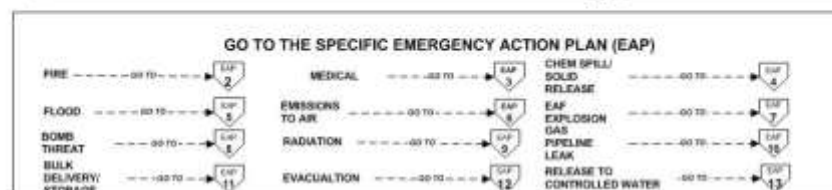
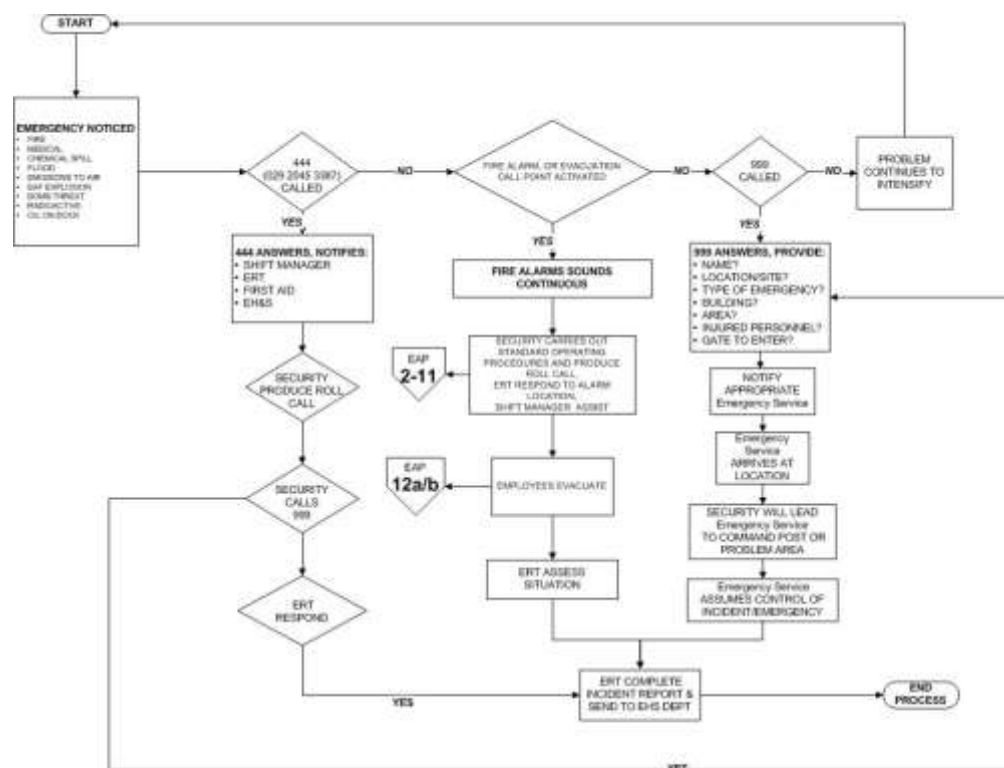
REVISION 5

DATE April 2023

Prepared by: Environmental Graduate

Approved by: Environmental Manager

EAP 1 - MAIN FLOW CHART



EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 4 of 18

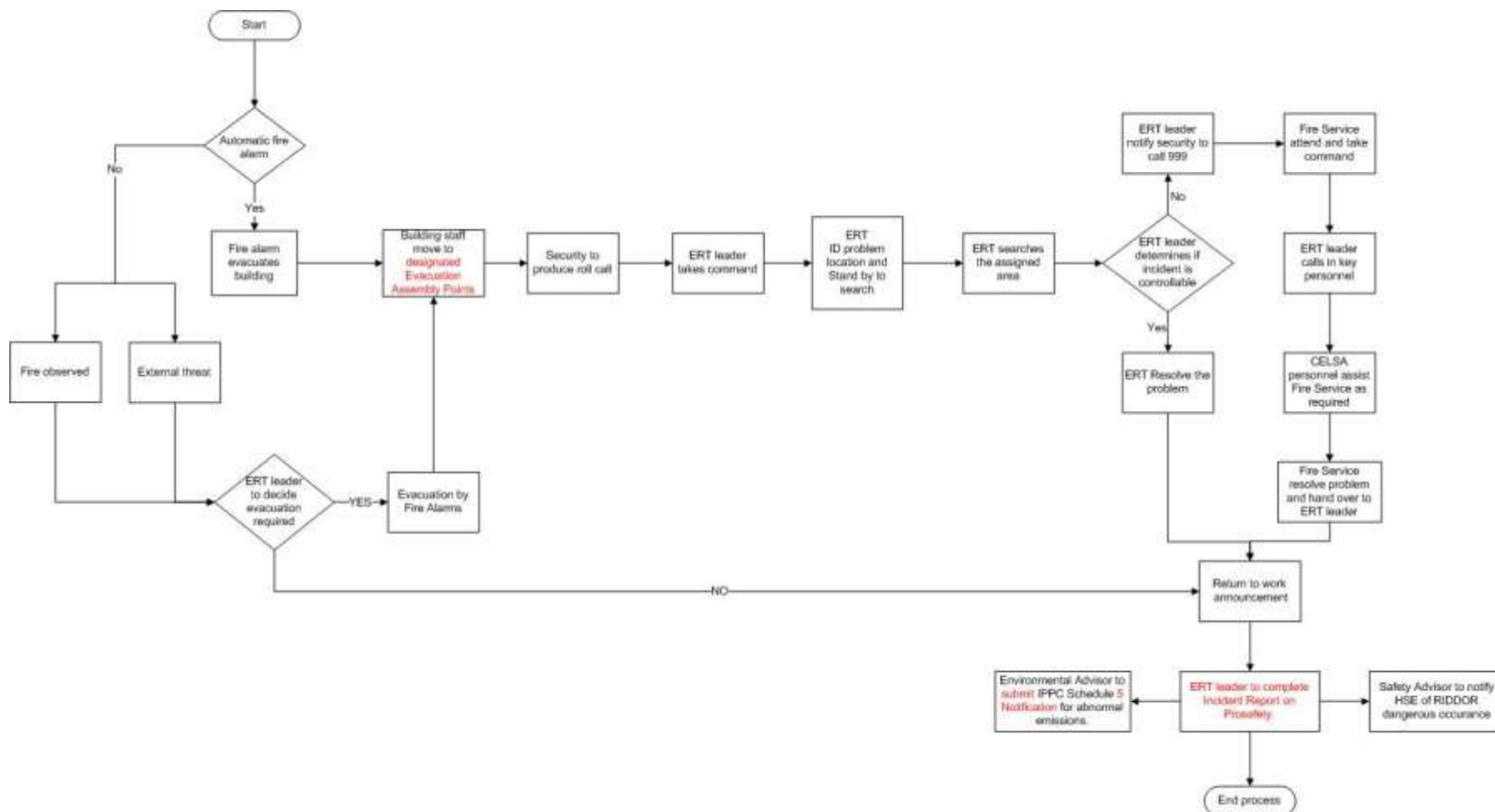
REVISION 5

DATE April 2023

Prepared by: Environmental Graduate

Approved by: Environmental Manager

EAP 2 - FIRE EMERGENCY ACTION PLAN





ECP34

REVISION	5
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DATE	April 2023
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graph TD
    START([START]) --> L1{LIFE THREATENING CONDITION}
    L1 -- YES --> L1_1[CALL 999 TO REQUEST AMBULANCE]
    L1_1 --> L1_2[CALL 444 TO NOTIFY SECURITY AMBULANCE DUE & LOCATION]
    L1_2 --> L1_3[FIRST AIDERS GIVE CARE UNTIL AMBULANCE ARRIVES]
    L1_3 --> L1_4[PARAMEDICS TAKE CHARGE OF EMPLOYEE'S CARE]
    L1_4 --> L2{FIRST AID NEEDED}
    L2 -- YES --> L2_1[FIRST AIDER TO BEGIN FIRST AID TREATMENT]
    L2_1 --> L2_2[NOTIFY SHIFT TEAM LEADER/ MANAGER OF INJURY]
    L2_2 --> L2_3[TEAM LEADER/ MANAGER FOLLOW ACCIDENT PROCEDURE]
    L2_3 --> L2_4{OFF-SITE MEDICAL ATTENTION NEEDED}
    L2_4 -- YES --> L2_5[SHIFT TEAM LEADER ADVISED OF INJURY]
    L2_5 --> L2_6[SHIFT LEADER REVIEWS INJURY]
    L2_6 --> L2_7{TRANSPORTATION REQUIRED}
    L2_7 --> L2_8[EMPLOYEE TAKEN OFF SITE TO CLINIC]
    L2_8 --> L2_9[FIRST AIDER & EMPLOYEE FILL OUT ACCIDENT INCIDENT REPORT (after medical attention was provided)]
    L2_9 --> L2_10[TEAM LEADER SENDS REPORT TO EHS3]
    L2_10 --> L2_11[EHS CODIFY INJURY]
    L2_11 --> L2_12[EHS COMPLETES RIDDOR REPORT]
    L2_12 --> L2_13[EHS REPORT VIA UK RIDDOR SYSTEM HSE 2508]
    L2_13 --> L2_14([PROCESS END])
    L2_4 -- NO --> L3{MEDICALLY OK TO RETURN TO WORK?}
    L2_7 -- NO --> L3
    L3 -- YES --> L3_1[EMPLOYEE RETURNS TO WORK]
    L3_1 --> L3_2{DOES EMPLOYEE HAVE WORK RESTRICTIONS?}
    L3_2 --> L3_3[OH TO DECIDE HOW EMPLOYEE WORKS W/IN RESTRICTIONS]
    L3_3 --> L3_4([PROCESS END])
    L3 -- NO --> L3_5[EMPLOYEE SENT HOME]
    L3_5 --> L3_6([PROCESS END])
  
```

The flowchart outlines the incident response process, starting with a 'START' terminal. It branches into two main paths based on whether the condition is 'LIFE THREATENING'. If 'YES', it involves calling 999, notifying security, and providing first aid until paramedics arrive. If 'NO', it proceeds to a 'FIRST AID NEEDED' decision. If 'YES', it involves first aid treatment, notifying the team leader, and following the accident procedure. This leads to a decision on 'OFF-SITE MEDICAL ATTENTION NEEDED'. If 'YES', the shift team leader is advised, the injury is reviewed, and a decision is made on 'TRANSPORTATION REQUIRED'. If 'YES', the employee is taken to a clinic, and a report is filled out. If 'NO', or if the employee is 'MEDICALLY OK TO RETURN TO WORK?', the process moves to a decision on 'DOES EMPLOYEE HAVE WORK RESTRICTIONS?'. If 'YES', the employee returns to work with restrictions, and the process ends. If 'NO', the employee is sent home, and the process ends. The report filing and EHS processing steps are common to both paths.

EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 6 of 18

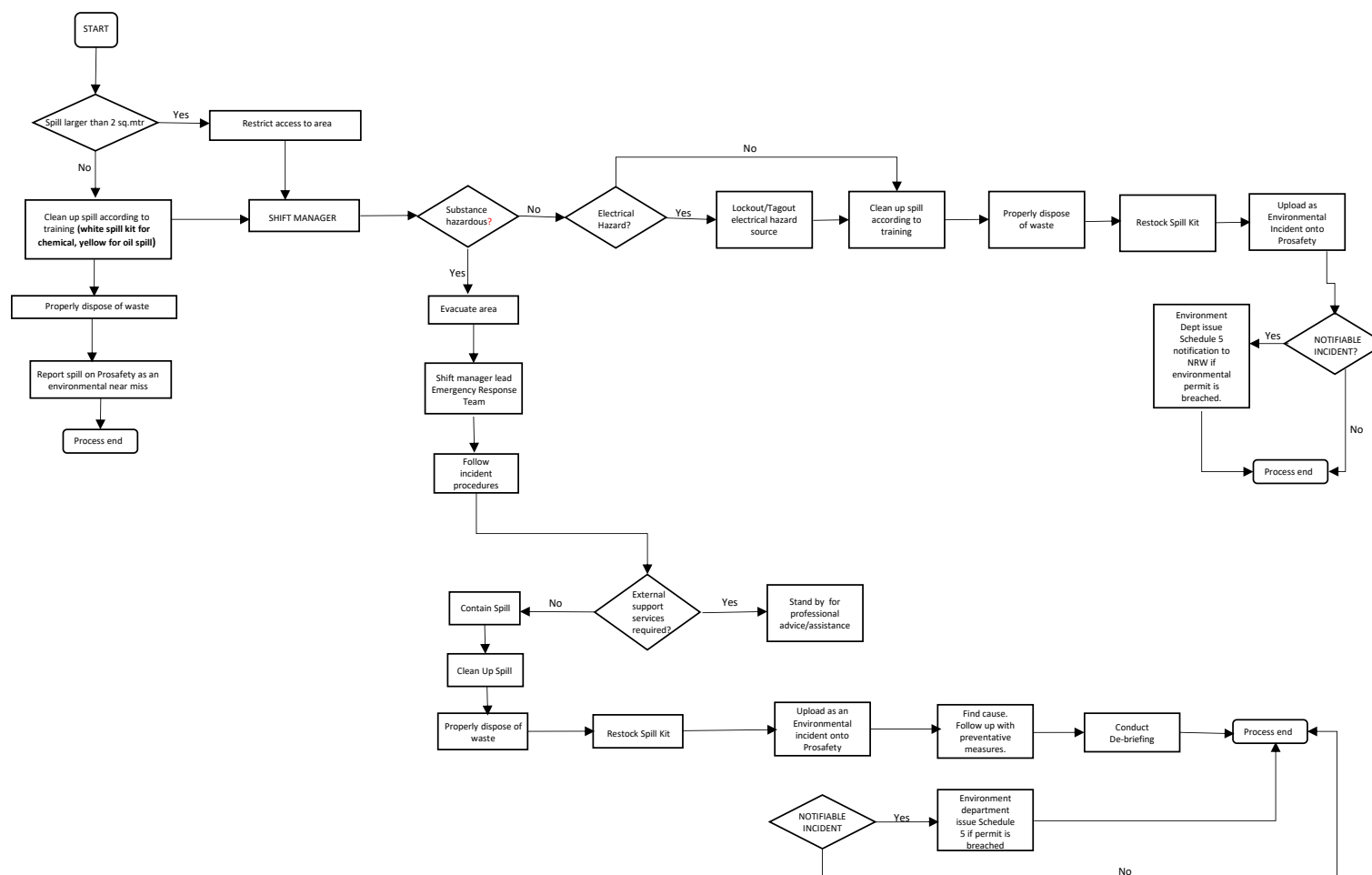
REVISION 5

DATE April 2023

Prepared by: Environmental Graduate

Approved by: Environmental Manager

EAP 4a - CHEM SPILL LIQUID, SOLID RELEASE ACTION PLAN



EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 7 of 18

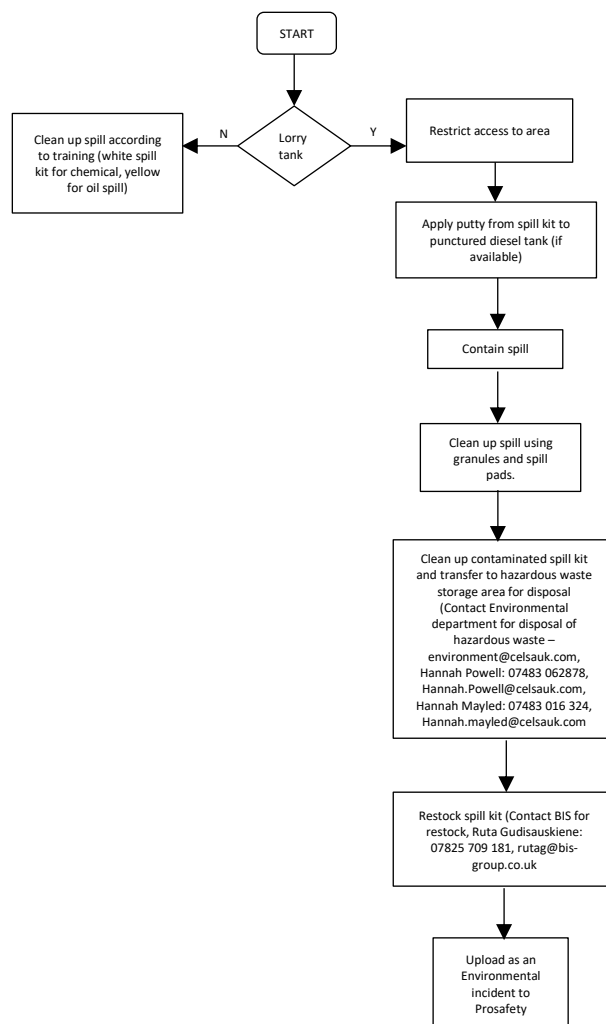
REVISION 5

DATE April 2023

Prepared by: Environmental Graduate

Approved by: Environmental Manager

EAP 4a – LORRY TANK SPILL ACTION PLAN



EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 8 of 18

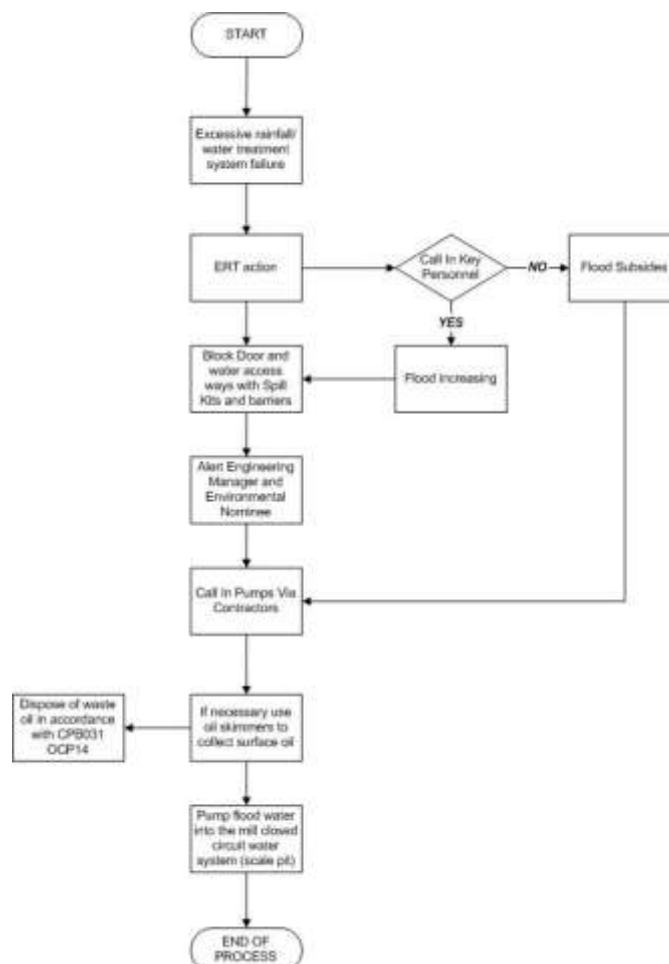
REVISION 5

DATE April 2023

Prepared by: Environmental Graduate

Approved by: Environmental Manager

EAP 5 - FLOOD ACTION PLAN



EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 9 of 18

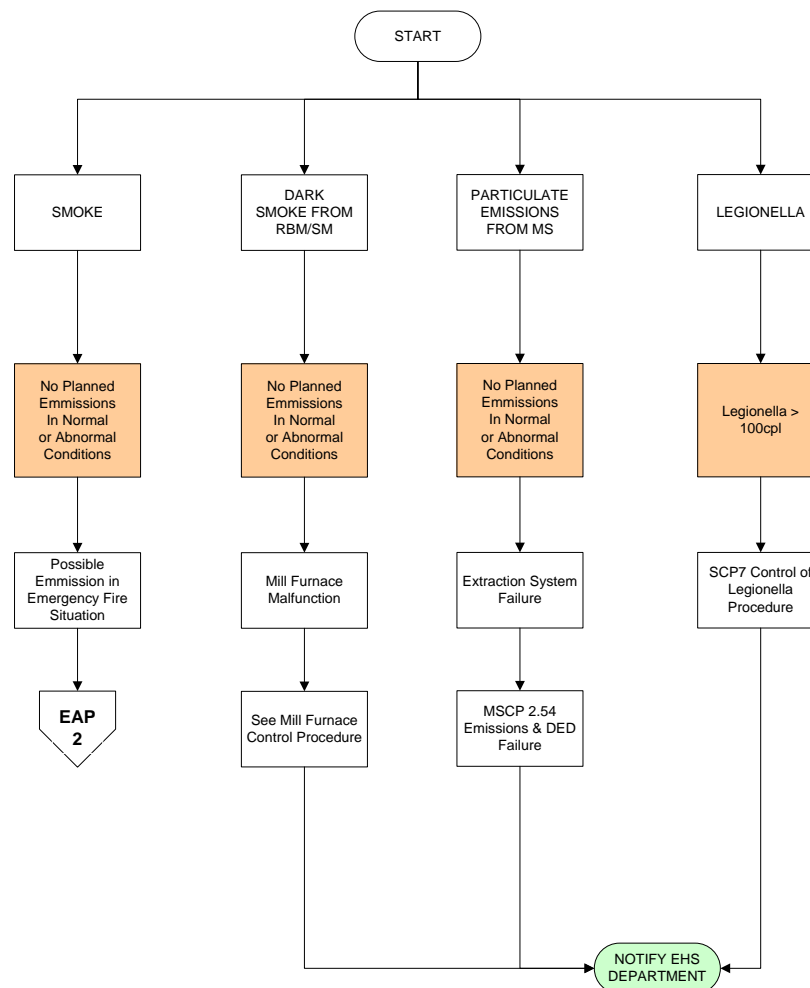
REVISION 5

DATE April 2023

Prepared by: Environmental Graduate

Approved by: Environmental Manager

EAP 6 - EMISSIONS TO AIR



EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 10 of 18

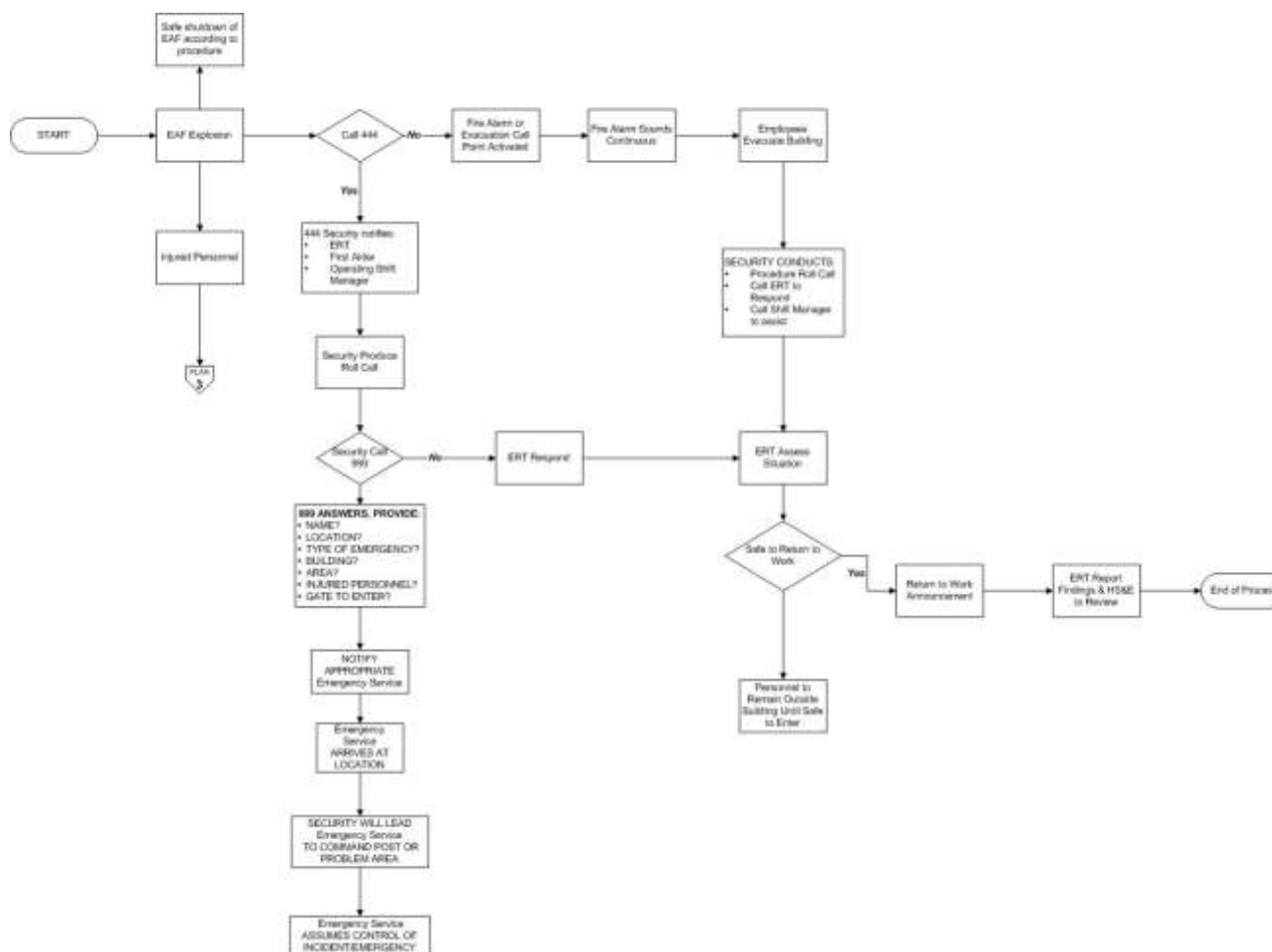
REVISION 5

DATE April 2023

Prepared by: Environmental Graduate

Approved by: Environmental Manager

EAP 7 – EAF EXPLOSION – Melt Shop Only



EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 11 of 18

REVISION 5

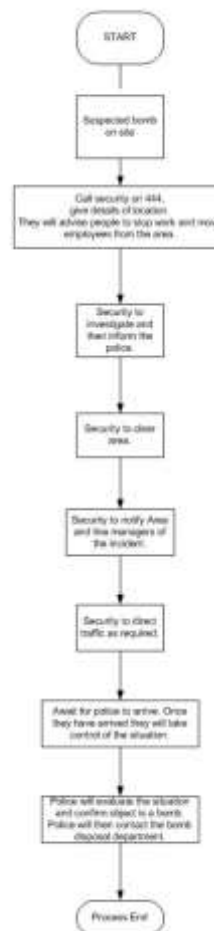
DATE April 2023

Prepared by: Environmental Graduate

Approved by: Environmental Manager

EAP 8 – BOMB THREAT

EAP 8 – Bomb Threat
INDEX



EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 12 of 18

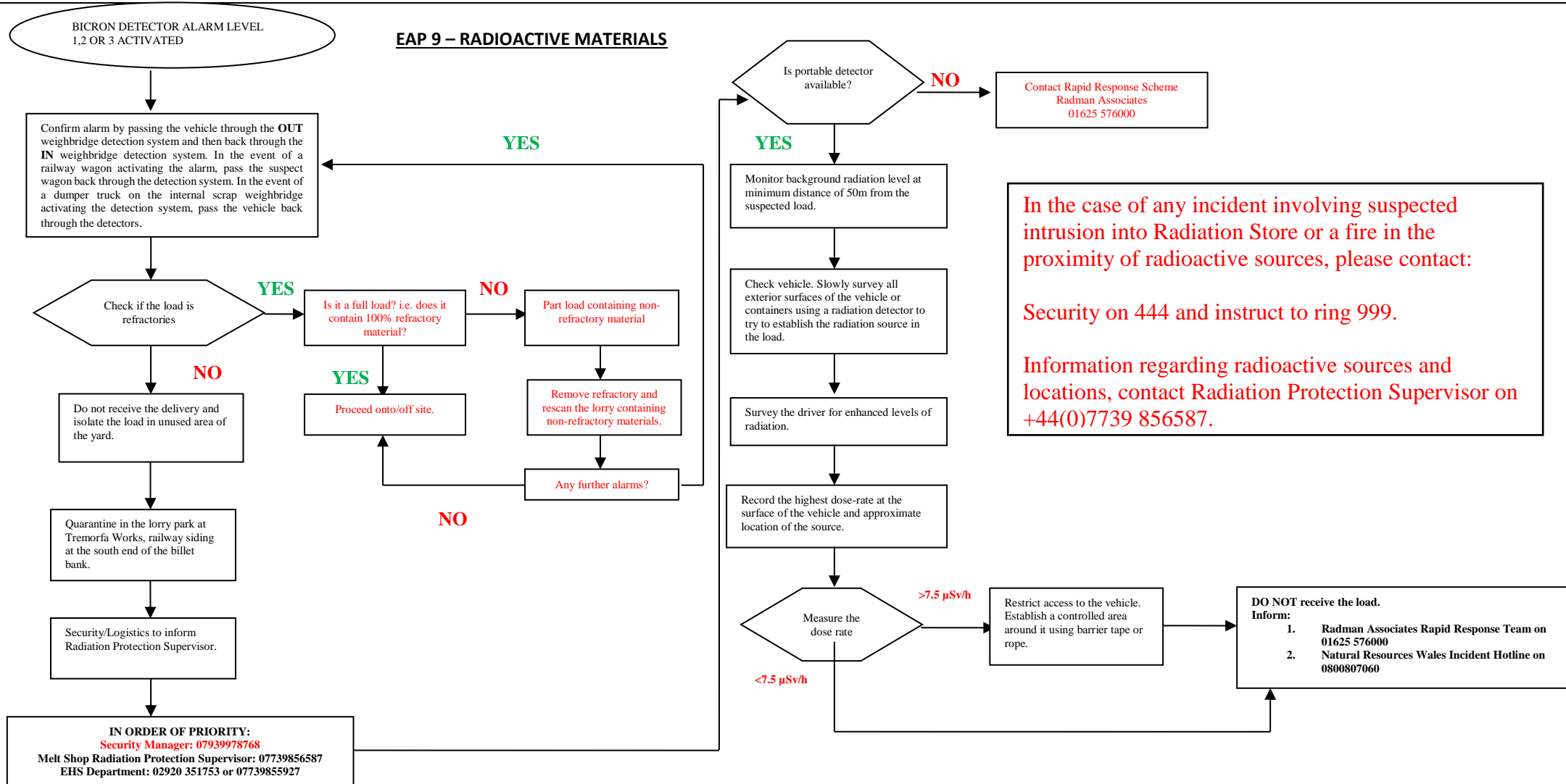
REVISION 5

DATE April 2023

Prepared by: Environmental Graduate

Approved by: Environmental Manager

EAP 9 – RADIOACTIVE MATERIALS



EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 13 of 18

REVISION 5

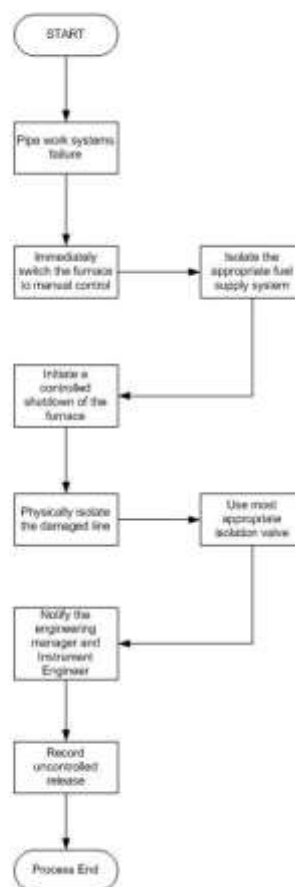
DATE April 2023

Prepared by: Environmental Graduate

Approved by: Environmental Manager

EAP 10 – GAS/PIPELINE LEAK

EAP 10 - Gas/Pipeline Leak
INDEX



EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 14 of 18

REVISION 5

DATE April 2023

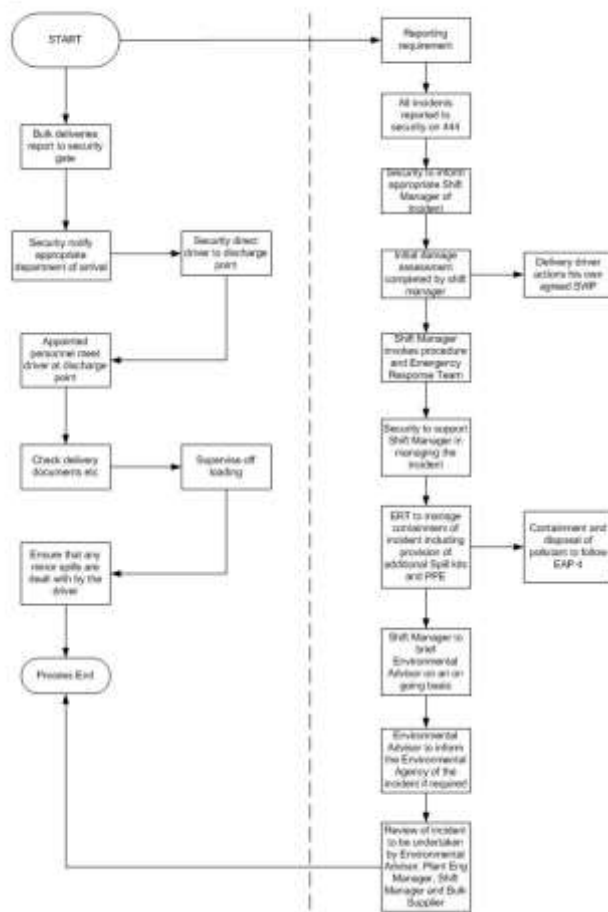
Prepared by: Environmental Graduate

Approved by: Environmental Manager

EAP 11a – BULK DELIVERY FAILURE

EAP 11a - Bulk Delivery Failure

INDEX



EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 15 of 18

REVISION 5

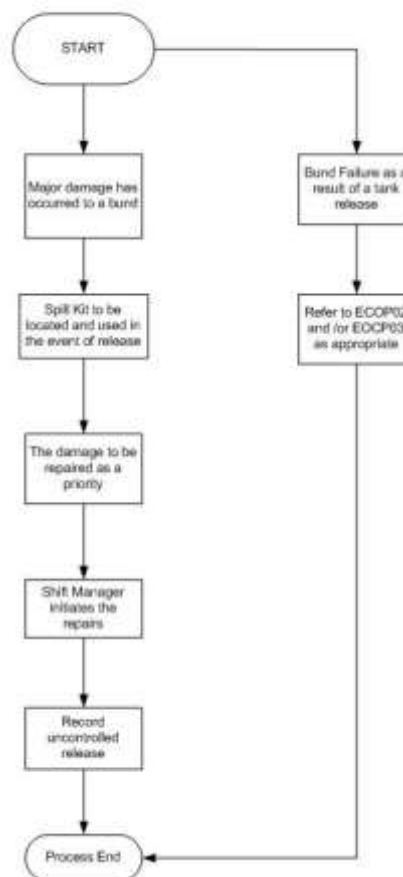
DATE April 2023

Prepared by: Environmental Graduate

Approved by: Environmental Manager

EAP 11b – BULK STORAGE FAILURE

EAP 11b - Bulk Storage Failure
INDEX



EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 16 of 18

REVISION 5

DATE April 2023

Prepared by: Environmental Graduate

Approved by: Environmental Manager

EAP 12a/b – EVACUATION – FULL & PARTIAL

EAP 12a/b - Evacuation Full & Partial
INDEX



EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 17 of 18

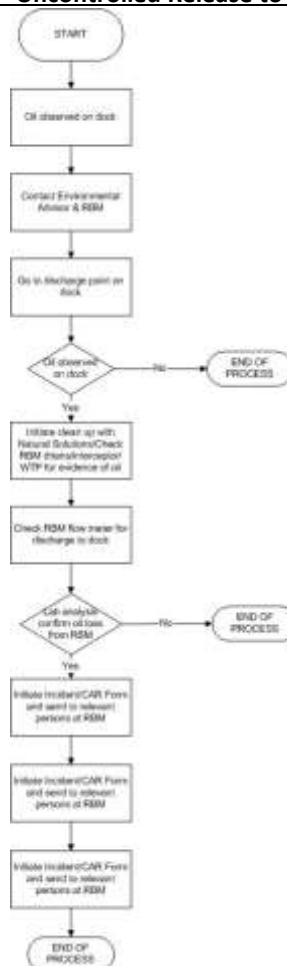
REVISION 5

DATE April 2023

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EAP 13 – Uncontrolled Release to Surface Water



EMERGENCY ACTION PLANS

PROCEDURE :

ECP34

PAGE 18 of 18

REVISION 5

DATE April 2023

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EAP14 – LEGIONELLA OUTBREAK ACTION PLAN (MELT SHOP)

