

Emergency procedures

About 5 minutes · Read it out, then ask the questions at the end.

Why it matters. In an emergency, everyone needs to know what to do without thinking about it. Sites change daily, so routes and plans change too.

The hazards

- Fire, collapse or gas leak
- Blocked or changed escape routes
- Not hearing the alarm
- People not accounted for

Stay safe

- Know the sound of the alarm
- Know your escape routes and assembly point
- Keep escape routes clear and well lit
- Sign in and out so people can be accounted for
- Don't stop to collect belongings
- Don't go back in until told it is safe
- Report blocked routes or faulty emergency lighting

Ask the team

1. What does our alarm sound like?
2. Where is the assembly point?
3. What would you do if your usual route was blocked?

The law and guidance

Construction (Design and Management) Regulations 2015.

General guidance to help you give a toolbox talk. It doesn't replace your site's risk assessments, method statements, permits or training. Check it against your own site rules before you give it.

Free toolbox talk from EW Group, 110V site temps specialists. www.ewgroup.co.uk · Bristol 0117 982 0005 · London 020 7476 0001

Emergency procedures

Site: _____ Date: _____

Given by: _____ Company: _____

By signing, I confirm I attended this toolbox talk and understood it.

Name (print)	Company	Signature	Time

Keep this record with your site's training and briefing records.