

Emergency Response Plan (ERP)

Although Allied Truss takes precautions to prevent them, emergencies do occur. When they do, they require quick, correct, and decisive responses. This Emergency Action Plan (EAP) outlines the procedures and responsibilities necessary to respond to various emergencies while ensuring employee safety and regulatory compliance.

This template complies with OSHA 29 CFR 1910.38 requirements and includes additional best practices for comprehensive coverage.

1. Purpose and Scope

The purpose of this Emergency Action Plan is to protect employees, visitors, and property in the event of an emergency. The scope of this plan applies to all personnel at Allied Truss worksites, regardless of location or job title.

2. Emergency Reporting Procedures

- Dial 911 immediately to report fires, chemical spills, or medical emergencies.
- Use designated alarm systems if available.
- Notify the EAP Coordinator once in a safe location.

3. Evacuation Procedures

- Follow posted evacuation maps.
- Use the nearest safe exit.
- Do not use elevators.
- Proceed to the designated assembly area.

4. Assembly Area and Accountability

- Meet at the designated assembly point.
- Supervisors conduct roll call using attendance logs.
- Report any missing individuals to emergency services immediately.

5. Critical Operations Shutdown

- Only trained personnel should shut down critical equipment.
- Shutdown must be done only if safe to do so.
- Notify responders of any equipment that could be shut down.

- If any emergency occurs on a project involving propane, combustion engine equipment or electrical tools, Allied Truss employees will shut off propane sources at the cylinders and turn off all equipment before evacuating, provided employee safety is not jeopardized by doing so.

| | | |
|----------------------------------------------------------------------------------|-----------------------------------------|----------------------------------------|
| Does this project involve the use of propane? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Does this project involve the use of combustion engine equipment? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Does this project involve the use of electrical tools or other ignition sources? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Does this project involve the use of other critical operations not listed? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |

Explain:

If our employees are not able to shut off propane supplies, the fire department or other responding emergency agency will be notified of the presence and locations of the propane tanks.

List locations of propane/Diesel on this site:

Propane Cage Located North -West of Main Office Building

Diesel Tank Located North -East of Main Office Building

6. Rescue and Medical Duties

- First Aid Team members are responsible for attending to injuries.
- If no trained personnel are present, rely on emergency responders.
- AED and first aid supplies are located at [location].

The following employees have been trained on First Aid and CPR to attend to injured employees.

Alejandra Barrajas

Enrique Lazaro

Yes ☒ No ☐

If "No" has been checked, our employees will rely on paramedics or other emergency rescue teams.

If "Yes" has been checked, those employees trained in rescue operations will perform duties according to the training they have received. The remaining employees will meet at the designated meeting area.

7. Communication Protocols

- Use alarms or intercoms to notify building occupants.
- Notify emergency services using clear and concise messages.
- Maintain open lines of communication with all floor wardens and EAP leaders.

8. Contact Persons for Plan Information

- EAP Coordinator: Enrique Lazaro Safety Manager
- Alternate Contact: Joe Mazzenga Plant Manager

9. Emergency Contact List

- Local Fire Department: [Phone]
- Police Department: [Phone]
- Emergency Medical Services: [Phone]
- Nearest Hospital: [Name, Address, Phone]
- Internal Safety Team: [List with contact details]

10. Training and Drills

- All employees receive EAP training during onboarding.
- Conduct annual drills for fire, evacuation, and other high-risk events.
- Maintain logs of all training and drills.

11. Hazard-Specific Procedures

- Fire: Follow posted evacuation routes and use fire extinguishers only if trained
- Chemical Spills: Evacuate immediately. Do not attempt cleanup.
- Severe Weather: Move to interior safe zones away from windows.
- Active Shooter: Lock doors, silence phones, stay out of sight.
- Pandemic Response: Follow health screening, hygiene, and remote work protocols.

12. Shelter-in-Place Procedures

- Secure all doors and windows.
- Move to designated safe rooms.
- Stay tuned to communication updates from the EAP team.

13. Emergency Supplies

- First aid kits: [Locations]
- Fire extinguishers: [Locations]
- AED devices: [Locations]

- Emergency food/water: [Locations]

14. Review and Updates

- Review the plan quarterly and after major incidents.
- Communicate any changes immediately to all employees.

Appendix: Maps and Diagrams

Include floor maps, exit routes, and locations of emergency equipment here.