



1. General Emergency Response Plan

BACKGROUND

Good preparation will help to protect you in an emergency. This page contains some general information on emergency response. Add your lab specific information so that it is available to all lab members.

LABORATORY SIGNS

This lab should have the following posted:

- A red Emergency Procedures and Information flip chart near the telephone (Contact HSE if yours is missing).
- A map of the lab indicating where the following are located (more items may be included):
 - exit routes
 - posted emergency information
 - telephone
 - eyewash station
 - nearest fire pull station
 - nearest fire extinguisher
 - Safety Data Sheets
 - emergency shower
 - gas shut-off
 - PPE Storage area
 - first aid kit (optional)
- Post Emergency Washing procedures near the eye wash and shower station

GENERAL EMERGENCY INFORMATION

General building emergency response procedures are found on the red Emergency Procedures and Information flip charts hanging in every lab and classroom or by visiting the Emergency Procedures and Information website at alert.ok.ubc.ca (or in the blue bar on the bottom of every UBC webpage). Review this information within your lab regularly to ensure that everyone knows how to respond.

LAB EMERGENCY CONTACT

As principal investigators are responsible for their lab users, during an emergency, you may need to contact them to inform them that you are safe. To contact your supervisor, use the information below:

PUT METHOD OF CONTACT HERE

EMERGENCY BELLS

If the emergency alarms are ringing, stop and make safe your experimentation (turn off flame and heat, cap open bottles, etc). Then exit the building by the closest emergency exit. Follow the instructions of Emergency Wardens and Personnel.

FIRST AID & ACCIDENTS

If you have an accident or injury, there are several ways of accessing first aid:

- Serious injury: Call 9-1-1. Then call Campus Security (250-807-8111) as they can assist you in the meantime.



- Non-serious injury:
 - Call 78111 (local) or 250-807-8111
 - Following an accident, injury or serious near miss, please fill out an accident / incident in the Centralized Accident and Incident Reporting System (CAIRS) on the HSE website at hse.ok.ubc.ca/safety/accidents/

EMERGENCY EYE WASH PROCEDURES

Many chemicals can be washed out of the eye with water, but in a few circumstances, the addition of water will increase damage to the eye. In this lab, all chemical splashes can be treated with the eyewash station except the following:

- A foreign solid piece such as a metal or glass shard. Cover both eyes and contact first aid by calling 807-8111 or 78111 (local).
- In this lab the following water reactive chemicals are used:
 - ***Add any lab specific chemicals here that are reactive with water. This information can be found on the SDS. If no water reactive chemicals exist in the lab, delete this section.***

Eye Wash Procedures for All Other Chemicals

1. Bring the person to the eyewash station and turn it on.
2. Have the person hold their eyes open and place their eyes in the stream of water. Do not rub eyes.
3. Send a bystander to get the SDS for the chemical that was splashed and call for first aid (250-807-8111 or local 78111). Be ready to provide the SDS to the emergency responders.
4. Continue flushing for 15-20 minutes. As the natural tendency is to stop treatment prematurely, ensure that they are supervised during the process. You may have to help hold the person's head in the eyewash station.
5. If water has pooled on the floor, contact Facilities Management after the incident to ensure the water is contained.



EMERGENCY DRENCH SHOWER PROCEDURES

If a chemical has splashed onto clothing it can damage or penetrate the skin and cause serious injury. Any person who has spilled chemicals on their clothing should immediately proceed to the Emergency Drench Shower and follow the steps listed below.

Chemicals that are water reactive may become more hazardous once they come into contact with water. As such, in this lab, all chemical splashes can be treated with the Emergency Drench Shower except the following:

- In this lab the following water reactive chemicals are used:
 - ***Add any lab specific chemicals here that are reactive with water. This information can be found on the SDS. If no water reactive chemicals exist in the lab, delete this section.***

Include extra generic clothing or towels in your spill kit to assist individuals using emergency washing facilities.

Emergency Drench Shower for All Other Chemicals

1. Bring the person to the Emergency Drench Shower and turn it on.
2. Put the person in the shower and have them take off all of their affected clothing.
3. Send a bystander to call for first aid (250-807-8111 or local 78111).
4. Have the individual scrub to remove as much chemical as possible.
5. Hold a lab coat or towel up to provide privacy to the individual
6. Send a bystander to get the SDS for the chemical that was splashed. Provide the emergency responder with the SDS.
7. Continue showering for 15-20 minutes. As the natural tendency is to stop treatment prematurely, ensure that they are supervised during the process.
8. Have a bystander gather clothing, towels or blankets to cover the individual after treatment.
9. If water has pooled on the floor, contact Facilities Management after the incident to ensure the water is contained.