



EMERGENCY PREPAREDNESS

TOOLBOX TALK: Emergency Preparedness

RATTLIR Safety Series – “Strike Before It Bites”

Purpose

Emergency preparedness ensures that employees can respond quickly and effectively during unexpected events. Whether it’s extreme weather, power outages, medical incidents, or natural disasters, being prepared reduces confusion, protects personnel, and helps maintain continuity of operations.

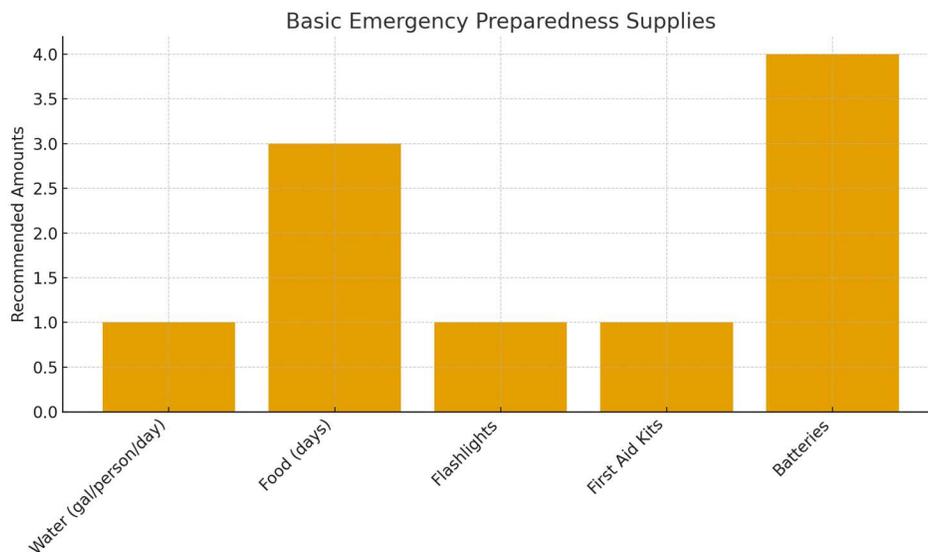


Figure 1 – Recommended minimum emergency supplies for field and facility preparedness.

Common Emergency Situations

- Severe weather events such as tornadoes, hurricanes, high winds, and lightning.
- Power outages affecting lighting, communication, and safety systems.
- Fires or hazardous material releases requiring evacuation.
- Medical emergencies requiring immediate attention.
- Earthquakes or structural failures.
- Loss of communication or access to critical equipment.



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Preparedness Strategies

- Know the location of emergency exits, assembly points, fire extinguishers, and first aid kits.
- Ensure vehicles and work areas maintain emergency supplies such as water, flashlights, batteries, and first aid materials.
- Participate in emergency drills and understand the chain of command during an incident.
- Keep mobile phones charged and maintain backup communication plans.
- Store important documents in waterproof, fire-resistant containers.
- Inspect emergency equipment regularly and replace expired or damaged items.

Emergency Response

- Remain calm and follow established emergency action plans.
- Call emergency services and communicate the nature and location of the incident clearly.
- Assist others if it is safe to do so, especially individuals who may have mobility limitations.
- Evacuate immediately if directed, using designated exits and avoiding elevators during fires.
- Report your status at assembly points to ensure accountability.
- Follow instructions from emergency coordinators, supervisors, or first responders.

Discussion Questions

- Do you know where the nearest emergency exits and assembly areas are?
- Does your vehicle or workspace have adequate emergency supplies?
- What emergencies are most likely in your area, and how would you respond?

RATTLIR Takeaway

Emergencies can strike without warning, but preparation makes all the difference. By knowing your emergency procedures, maintaining essential supplies, and acting calmly and decisively, you can strike before it bites and help protect both people and property.