



## PRODUCER TOOLS

# DEVELOPING A BASIC EMERGENCY PREPAREDNESS PLAN



**CASA | ACSA**  
CANADIAN AGRICULTURAL SAFETY ASSOCIATION  
ASSOCIATION CANADIENNE DE SÉCURITÉ AGRICOLE

A fast, coordinated response in an emergency can lessen the impact of an injury and may even save a life.

To prepare for medical and other emergencies, develop an Emergency Preparedness Plan and review it regularly with everyone who may have to deal with an emergency on the farm.

Having a written plan can also help emergency responders, especially in the case of fire or explosion, to know where there are potential hazards.

A more comprehensive Emergency Preparedness Plan would identify the individuals responsible for leading the emergency response process on this farm as well as identify specific resources required. For the purposes of this resource, only the basic components are covered. Contact CASA more information on developing a comprehensive Emergency Preparedness Plan.



## SAMPLE FORM

# BASIC EMERGENCY PREPAREDNESS PLAN

The following people are trained and current in emergency response work including, spills, emergency first aid and CPR, fire suppression, stock evacuation, back-up generator, etc.

NAME	TYPE OF CERTIFICATION	EXPIRES
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

In the event of an emergency situation, such as fire, injury, illness, chemical spill, livestock attack or any other unusual event, the procedure shall be:

- Move to a safe location
- Contact emergency response, if required, as listed on the poster by every telephone
- Contact management via radio or telephone.  
If either is unavailable, contact:

\_\_\_\_\_ at \_\_\_\_\_

In the event that you feel threatened by violence from another person while at work:

- Attempt to defuse the situation by not challenging or arguing with the person
- Attempt to move to a safe location such as inside a vehicle or building where you can be separated from the aggressor
- Contact management immediately
- If you believe the aggressor has a weapon, contact the RCMP by calling 911

Locations of emergency resources:

TOOL / RESOURCE	LOCATION(S)
Telephone	_____
Two way radio	_____
First Aid Kit	_____
Fire Extinguisher	_____
Spill Kit	_____
Contact information	_____
Farm site location information	_____
Work / home contact information	_____
Other	_____

Visitors will be made aware of emergency procedures before entry to the farm by:

\_\_\_\_\_ or \_\_\_\_\_ or  
\_\_\_\_\_ or \_\_\_\_\_

## 1. FARM INFORMATION

Farm Owner's Name: \_\_\_\_\_

Farm Name: \_\_\_\_\_

Home Location / Legal Land Description: \_\_\_\_\_

Municipal Emergency Locator Number (if applicable): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Home: \_\_\_\_\_

Work: \_\_\_\_\_

Cell: \_\_\_\_\_

Other: \_\_\_\_\_

Other Farm Emergency Contact(s): \_\_\_\_\_

\_\_\_\_\_

Other farm family members/workers normally present on site:

Name	Phone Number	Address	Emergency Contact	Medical Condition(s)





## 2. INVENTORY OF POTENTIAL CONTAMINANTS AND/OR HAZARDOUS MATERIALS STORED ON THE FARM (“STORED” IS CONSIDERED TO BE ANYTHING KEPT OVERNIGHT)

a) Pesticides / Chemical (crop and livestock)

Type	Storage Location	Danger Notation	Maximum Quantity Being Stored

b) Fertilizers (dry & liquid)

Type	Storage Location	Danger Notation	Maximum Quantity Being Stored

c) Fuel (include all types as well as propane tanks, welding supplies, heating fuel)

Type	Storage Location	Danger Notation	Maximum Quantity Being Stored

d) Other areas of concern (i.e. manure/dead stock storage, silage pits, etc.)

Type	Storage Location	Danger Notation	Maximum Quantity Being Stored

### 3. DISASTER PLANNING

Farm Inventory: (size, type of crops / livestock, # of livestock, etc.)

Farm Operation	Crop Type/Bin #'s/ Bushels Stored	Livestock Type & Numbers	Water & Feed Requirements	Electrical Requirements

Disaster Plan:

	Situation	Stay – In Place	Evacuation	Returning Home

### 4. LOCATION OF SAFETY AND EMERGENCY CLEAN-UP EQUIPMENT

Type	Location(s)
Fire Extinguishers	
First Aid Kit(s) (Human & Livestock)	
Respirator(s)	
Fire Extinguisher(s)	
Dust Mask(s)	
Safety Goggles	
Chemical Suit(s)	
Spill Kit(s)	
Shovel(s)	
Broom(s)	
Power Generator(s)	
Portable Heater Unit(s)	

POST BY ALL PHONES AND IN FARM VEHICLES AND MACHINERY

# EMERGENCY CONTACT NUMBERS

911:  Yes  No

Farm Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Municipal Emergency Locator Number: \_\_\_\_\_

Legal Land Description: \_\_\_\_\_

Municipality/County: \_\_\_\_\_

Directions to this location: \_\_\_\_\_

Poison Centre: \_\_\_\_\_ Spills: \_\_\_\_\_

<b>Fire Department</b>	<b>Police</b>
<b>Ambulance</b>	<b>Family Doctor</b>
<b>Hospital</b>	<b>Veterinarian</b>
<b>Electrical/Natural Gas/Propane</b>	<b>Telephone</b>
<b>Municipal/County Office</b>	<b>Emergency Measures Office</b>