



Planning for an emergency

A practical guide for farmers and growers

Emergencies are serious, unexpected, and often dangerous situations requiring immediate action. They're usually the result of human error, technological or mechanical failure or a natural disaster.

Emergencies typically occur without warning so it is important to be ready. These are the three things you need to do to get ready for an emergency on your property:

- 1 Plan
- 2 Practice
- 3 Review

1. How to plan

In an emergency there's usually only a small amount of time to take action. Planning for an emergency means people can respond in a quick and organised way.

The first thing to do is **identify** the different situations that could require an emergency response on your property. The most common types of emergencies are:

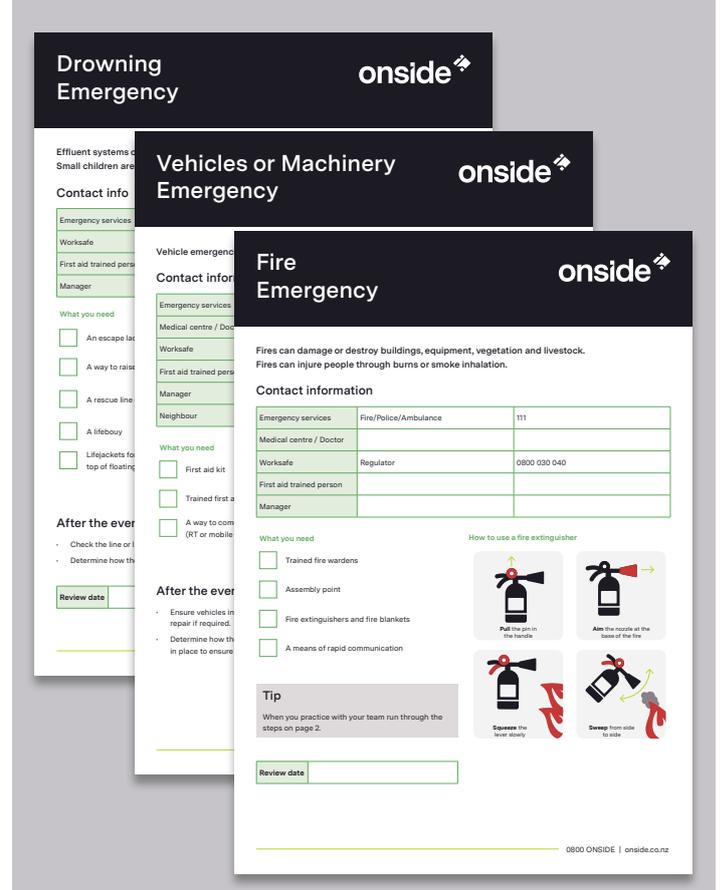
- Medical
- Fire
- Chemical spills
- Incidents involving vehicles or machinery
- Electrocutation
- Natural disasters
- Drownings

Next, put a plan in place for the emergencies that are relevant to your business. Plans should include these three things:

- 1 Key contact information
- 2 Items needed to respond
- 3 The steps needed to manage the emergency

Tip

Onside has plan templates for the most common emergencies that could occur on your property that you can download.



2. How to practice

Once your plan is in place, you need to make sure it works.

Test your plans and train your team so they know how to handle any type of emergency. It's best to test each plan at least **once-a-year**.

Tip

- Every 2 months, choose one of your plans and practice it with your team. The best time to practice your plan is when you have your team together in a toolbox meeting.
- Keep the practice session short n' sweet but make sure it's interactive. If your team are involved they're more likely to remember what to do if the real thing happens.

3. How to review

After you've practiced a plan or had to carry out the real thing, review what went well and what could be improved.

Make any changes you think are needed so your emergency plans continue to improve.

Tip

- During a review is a good time to make sure fire extinguishers are in the right places and first aid kits are well stocked.
- Also check the information in your Onside emergency plan is up-to-date.

