

Severe Weather Plan

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1. ABBREVIATIONS AND DEFINITIONS

Abbreviation's	Descriptions/Definitions

2. OBJECTIVE

The aim of this plan is to ensure adequate response in case of severe weather conditions.

3. SCOPE

This procedure is applicable to projects and looks at the worst case scenario in which action must be taken to enable the project to take action.

Copies of this plan are to be kept at the site office, on file and displayed, where possible.

4. RESPONSIBILITIES

- Project Manager
- Contracts Engineer
- Foremen
- HSEQ Officer

5. PROCEDURE

5.1. Heavy wind

When a warning is issued by sirens or other means, seek shelter inside. Consider the following:

- Small interior rooms on the lowest floor and without windows
- Hallways on the lowest floor away from doors and windows;
- Rooms constructed with reinforced concrete, brick, or block with no windows; and
- Stay away from outside walls and windows
- Use arms to protect head and neck
- Remain sheltered until the tornado threat is announced to be over

5.2. Flooding

- If indoors:
- Be ready to evacuate as directed by the Emergency Coordinator and/or the designated official.
- Follow the recommended primary or secondary evacuation routes.

- If outdoors:
- Climb to high ground and stay there.
- Avoid walking or driving through flood water.
- If car stalls, abandon it immediately and climb to higher ground.

5.3. Temperature extremes

- Heat:
 - Providing frequent rest when needed to all employees without affecting the flow of site production activities.
 - Providing suitable and sufficient sheltered area.
 - Providing enough water. Ensure 1l of water available per employee per hour.
 - To cope with any situations and to prevent heat related problems the following tips are important.
 - Drink plenty of fluid – regardless of your activity; increase your fluid intake. You need to drink more liquid than you thirst indicates (about 1 cup of water every 15 to 20 minutes). However avoid cold beverages because they may cause stomach cramps.
 - Replace salt and minerals – heavy sweating removes salt and minerals from the body. These are necessary for your body and must be replaced. The easiest way to replace salt and minerals by fruit juices.
 - Don't take salt tablets – Unless prescribed by your doctor.
 - Know the sign of heat stress, if they appear, notify your supervisor / safety officer for taking action quickly, before heat exhaustion or heat stroke develops
- Cold:
 - During cold weather, an employee's body will use energy to maintain a normal internal body temperature. This will result in a shift of blood flow from employee's extremities (hands, feet and legs) and outer skin to the employee's core (chest and abdomen). If this happens, cold-related illnesses and injuries may occur if exposed to cold conditions for an extended period of time. The most common health problems caused by cold work environments include:
 - Hypothermia – Hypothermia is a potentially serious health condition. Hypothermia occurs when body heat is lost faster than it can be replaced.
 - Frostbite – Frostbite occurs when the skin actually freezes and loses water. In severe cases, amputation of the frostbitten area may be required.
 - Trench Foot – Trench Foot is caused by having feet exposed to damp, unsanitary

and cold conditions including water at temperatures above freezing for long periods of time.

- Dehydration – It is easy to become dehydrated during cold weather. Signs of dehydration include increasing thirst, dry mouth, weakness or light-headedness (particularly if worse upon standing), and a darkening of the urine or a decrease in urination.
- Personal Protective Equipment (PPE) – PPE is an important factor in preventing cold stress related illnesses and injuries. Employees should adhere to the following recommendations when dressing for work in a cold environment:
 - Wear at least three layers of clothing; an inner layer of wool, silk or synthetic to wick moisture away from the body; a middle layer of wool or synthetic to provide insulation even when wet; an outer wind and rain protection layer that allows some ventilation to prevent overheating.
 - Wear a hat or hood; up to 40% of body heat can be lost when the head is left exposed.
 - Wear insulated boots or other footwear.
 - Do not wear tight clothing; loose clothing provides better ventilation.

5.4. Cyclone Management

- The first consideration during a cyclone is the protection of life.
- Secondary to this is the safeguarding of the environment, facilities, plant and equipment. In order to meet these considerations all personnel must be aware of the dangers created by a tropical cyclone and be conversant with the warning system/response requirements outlined in this procedure.
- Tropical cyclones are low-pressure systems in the tropics that, in the southern hemisphere, have well defined clockwise wind circulation and a region surrounding the center with gale force winds. The gale force winds can extend hundreds of nautical miles from the cyclone center. If the sustained winds around the center exceed 63 knots, then the system is called a severe tropical cyclone.

5.5. Severe Thunderstorms

- Lower all machine masts / booms where possible.
- No survey to take place.
- Unplug any expensive instruments where possible.

5.6. Emergency Procedures

- I. Contact emergency team contacts.

Details on attached list

- II. Contact all other staff members as below – Details on contacts list

5.7. Prevention

- Staff to be aware of where safety equipment is kept and how to use it;
- Security of the office – it is kept locked at all times, all visitors must sign in at the reception of the building and cannot enter the office without being accompanied by a member of staff;
- Fire drills are performed approximately every month;

5.8. Recovery Procedures

- After an event, an investigation should be conducted into the cause and impact of the incident and how we responded and any steps that can be made to reduce the impact in the future.

DISASTER PLAN – NOTIFICATION LIST

INTERNAL		
NAME	TELEPHONE	EMAIL

EXTERNAL		

