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**Adm DIV Head**

# EMERGENCY CONTINGENCY PROCEDURE



**SAFETY IS EVERY BODY'S BUSINESS**

## EMERGENCY CONTACTS

### 2. Emergency:

In the case of an emergency such as a fire, an accident or sudden illness, please contact the HSE Department and Production on telp no: (0254) – 5753172 or walkie-talkie in channel 150950 Safety (Ext: 320 ), Security (ext 242).

### 3. Contacts:

#### **EKsternal Contact**

<b>No</b>	<b>Organization</b>	<b>Contacts No.</b>
1	FIRE BRIGADE	113
2	POLICE	110 - 112
3	HOSPITAL	(0254) 330-461
4	PLN	(0254) 376-763, 391-193
5	AMBULANCE	(0254) 334-030 / 119 / 118
6	SAR	(0254) 550-1111

## Internal Contact

<b>No.</b>	<b>Name</b>	<b>Designation</b>	<b>Mobile No.</b>	<b>Ext No.</b>
1	HADI	Safety Officer	082388338633	304
2	MAKSUM	SPV	087871551961	
3	ABD BASIR	Senior inspector	0817747571	
4	ABD ROJAK	Senior inspector	085325643239	
5	JULIARDI	Senior inspector	081270352899	
6	SUKARDI	Paramedic	081911158758	
7	DEDEN	Safety Inspector	08179824351	
8	RAHMAT	Safety Inspector	085920124788	
9	SHOLIHATUL A	Adm HSE	081906125448	320
10	BAMBANG P	CHIEF/Security	081934122955	420
11	EKA PERMANA	Ass. CHIEF/ Security	081388179002	420
12	HARRY S	REPAIR MANAGER	087875314955	

# **EMERGENCY\ CONTINGENCY PROCEDURE PT. SAMUDRA MARINE INDONESIA**

## **1. Employees Rules and Responsibilities**

### **a. Personnel at scene of accident**

- Personnel who witnessed and or observed the accident shall:
- Raise alarm (including the crane driver near to the scene of accident and immediately inform to HSE section Head ( Rescue Team)
- Carry out fire fighting or rescue operation if it is safe to do so
- Give feedback and situation report to the HSE Section Head (Rescue Team) upon their arrival at the scene.

### **b. Crane Driver**

The crane driver near the scene of accident shall raise the crane alarm to draw attention to the scene of accident

### **c. Volunteer and Trained Personnel.**

Volunteer and trained personnel may proceed to the scene of accident to standby and assist Rescue Team

**NOTE:**

**Don't panic** when there is any emergency

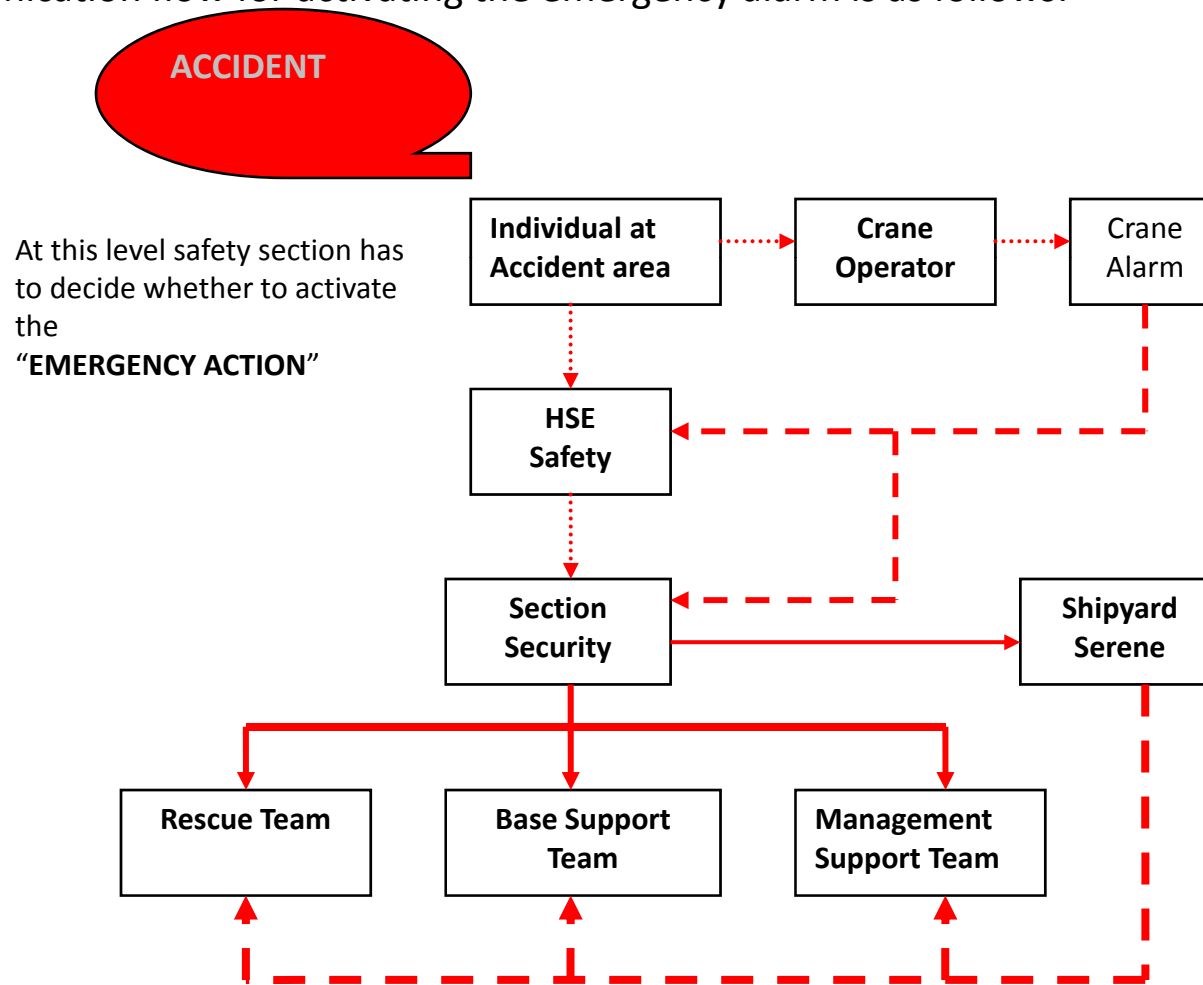
**Stay calm**

Remove employees from the dangerous areas!

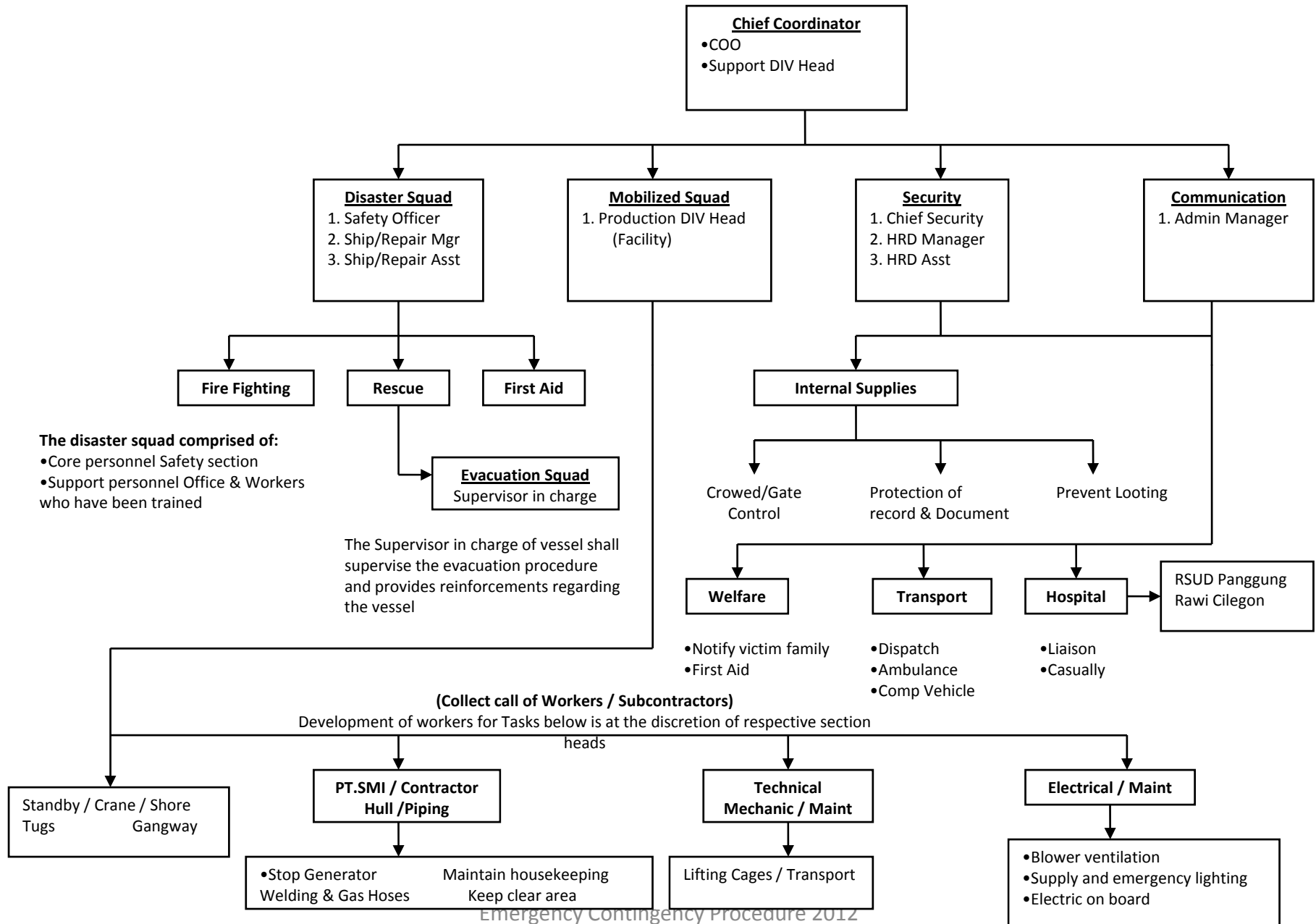
Give First aid, if possible / utilize the fire extinguisher.

**d. Emergency Communication Flow Chart**

The communication flow for activating the emergency alarm is as follows:



# EMERGENCY CONTINGENCY PLAN FLOW CHART



## **When Emergency Action is Active:**

All employees shall stay alert and wait for further instruction. Upon hearing shipyard continuous siren, all employees and subcontractor should proceed to assembly area immediately.

All emergency committee members should assemble at operation base or assembly area and report to their team leader.

-  : Through Walkie-talkie
-  : Through Telephone
-  : Through Sirene or Alarm



# EMERGENCY EVACUATION



## PROSEDURE EVACUATION



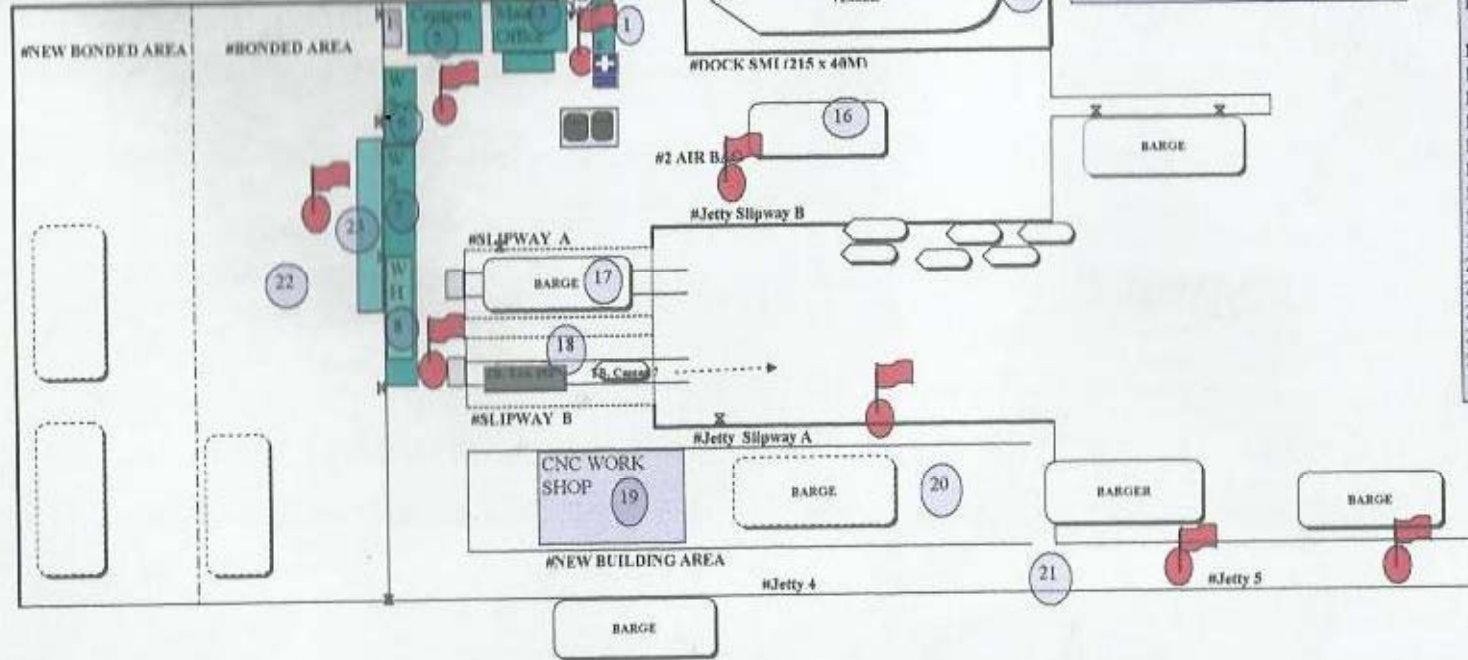
Alarm 30 sec Phase 5 sec and so on

### ACCIDENT / FIRE

1. Don't panic
2. Stay calm
3. Remove employees from the dangerous area
4. Make emergency call by walkie-talkie (channel 15050 Safety/Security)
5. Give First aid, if possible / utilize the fire extinguisher
6. Guide the rescue team to the location of accident / fire

#NEW BONDED AREA

#BONDED AREA



### Remarks:

1. Main Gate
2. Cars Park
3. Main Office
4. Cars Park
5. Canteen
6. WS HES
7. WS HOF
8. Warehouse
9. Oprasional Office
10. WS 3 ( Tool C/Electrical/Mechanical/ Piping
11. Cars Park
12. Generator Room
13. Air Bag 1
14. Dock Bam
15. Dock SMI
16. Air Bag 2 / Jetty Slipway B
17. Slipway A
18. Slipway B
19. CNC WS 2
20. New Building
21. Jetty 4,5
22. Bonded Area
23. Contractor Office
24. Jetty 1,2,3

If you get lost, go to the main gate

Assembling Point in case of evacuation  
Medical Treatment Room

## FLOW CHART ON EMERGENCY EVACUATION PROCEDURE

- Raise the alarm and inform HSE Dept (Channel: 150950 – Safety / Security. Mobile No: 0852-64819088 / 0852-85597787 Call Marine (Tugboat)  
-----Please Verify Location Clearly-----
- Prevent the Fire from spreading by means of Fire extinguisher and other Fire facilities available if fire is safe to handle!
- Evacuate from scene if your life is in danger alarm by crane siren to sound continuously

### Supervisor / Management Staff Responsibilities

- Help to organize in the controlling of workers in the respective work place (Action: SRM, Project Supervisor or Vessel in chargers)
- Ensure that all hose gas / electrician supplies are isolated immediately (SRM/Project Supervisor /Charge hand or vessel IC)
- Respective Supervisor in charge hand is to count their men a the evacuation area report the manpower to the SRM / Project Supervisor or Safety Officer (Action: Supervisor / Charge hand or vessel IC)
- Assist Safety section if likely to extinguish the fire / Rescue operations if necessary

### Safety Section Responsibilities

- Duty Safety Personnel must liaise with all lines Management staff and the Safety Officer during the whole operation.
- To be responsible in all fire and rescue operation they must proceed at once to the scene of emergency.
- Coordinate with the Fire Brigade and other Official from any Government body.

### Emergency Committees Responsibilities

When the Contingency Plan is activated, the Emergency Committee shall be immediately convened to **Map out the Plan of Action**. The Manager or an Officer designated by him shall be Chairman of this committee.

The Safety Officer will be responsible to inform the Emergency Committee who will the Fire Brigade Tel: (0254) 371-309 Ext: 113 station nearby at Cilegon and Dept of Industrial Safety (SAR) Tel: (0254) 555-1111. The following information are to be given:

- Name and address of Company and caller's Name
- Type of Fire and estimate number of casualty if know
- Level our Company Tel: (0254)-5753172 Ext: 210,135,134. Behind in case the Fire Service need to confirm the location.

### Worker's Responsibilities

- To alert other workers who may be working in the same work place when alarm is raised or when informed of the fire outbreak.
- To report to their respective Supervisor and remain the evacuation area for further orders.
- Strictly obey all instruction given by Emergency Committee and to help in other operation when called to do so.

### Designated Evacuation Area the Jetty side Gangway

**NB: In case building office Fire, the overall Person in charge will be the Personnel Admin Manager or Personnel Office**