

INVER DESIGNS DAC

CRITICAL INCIDENT POLICY

Inver Designs DAC is committed to providing all its employees with an environment free from harm.

Inver Designs DAC have categorized potential critical incidents into the following categories:

Level 1 (Red) category where external emergency services may assume overall control are:

- A major fire.
- A violent incident.
- Hostage or siege situation.
- Discharge of firearms.
- Serious vehicle accident.
- Acts of self-harm.
- Industrial accident involving serious injury or fatality.
- Threats of serious and/or wide-spread infection/contamination.
- Natural disaster affecting the premises.
- Major demonstration/protest.
- Unexpected death on the Premises.

Level 2 (Yellow) accidents /incidents may only require limited intervention from external agencies and include:

- Minor fires
- Sudden or unexpected loss of life to an employee/Colleague off premises.
- Threats of violence.
- Theft or vandalism.
- Physical assault.
- Robbery.
- Threat to person or property.

Action following the identification of a potential critical incident:

The employee should immediately inform the Managing Director who will notify the relevant authorities. (Note the employee can notify the authorities directly as they feel necessary)

Where possible the employees are asked to be vigilant and remain aware of their surroundings.

Evacuation:

The immediate reaction to a critical incident is to get out quickly. Where the information is unclear evacuation is not always desirable, especially if there is danger that those leaving the building could walk straight into danger. For this reason, it is necessary for the relevant manager /employee, as far as is possible to await the results of the assessment and advice of the relevant authorities.

The safety of staff and members of the public must always be the primary consideration. If the nature of the threat or other factors suggest that evacuation is desirable or if there is doubt **evacuate** when the indications are that it is safer to do so.

Assembly on Evacuation.

Once the decision to evacuate has been taken, normal fire evacuation procedures apply with two exceptions:

Dangerous evacuation routes may need to be avoided.

The assembly point should be at a greater distance than normal.

In order to ensure safe evacuation, the advice of the Gardai should be taken on both the above following the assessment of the information provided.

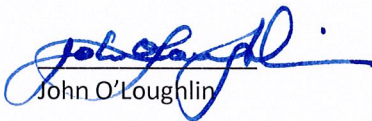
It is the responsibility of the Health & Safety Officer and Managers to ensure that all staff remain at the assembly point until notified to do otherwise.

Return to the Building.

The Managing Director or another senior Manager will, in consultation with the Gardai, give the all clear for a return to the building.

The safety of staff and members of the public must always be the primary consideration.

Signed,



John O'Loughlin

Chief Executive