



# Emergency Preparedness and Response Guide

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## EMERGENCY PREPAREDNESS AND RESPONSE GUIDE

### 1. Introduction

This guide outlines a framework for managing emergencies in onshore production, integrating safety, regulatory compliance, and operational continuity. Key hazards include oil spills, gas releases, fires, and natural disasters.

#### 1.1 How to Use this Manual

This manual provides guidance, explanations, and expectations that empower **Solutions Projects & Consulting, LLC** to develop and implement an effective Emergency Response Plan (ERP). It meets the requirements of regulatory bodies and relevant laws, ensuring that all personnel are well-prepared for potential emergencies. Each section offers practical information tailored to enhance safety, minimize risks, and facilitate efficient responses during incidents.

### 2. Hazard Identification and Risk Assessment

Expand on identifying potential hazards:

- **Hazardous Substance Releases (H2S, hydrocarbons)**
- **Well Blowouts**
- **Pipeline Leaks** Each identified hazard should include an **Emergency Planning Zone (EPZ)** calculation for potential impacts, aligned with **best practices** in risk management.

### 3. Public and Authority Engagement

Strengthen the **Public Communication Protocol**:

- Engage local authorities early in the planning process.
- Develop public information packages, including **evacuation plans** and safety measures for surrounding communities.
- Maintain **open communication channels** with emergency responders, ensuring seamless coordination in emergencies.



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## 4. Emergency Response Plans (ERP)

Each operation (e.g., wells, pipelines) must have specific ERPs approved by the relevant authorities. These plans should include:

- **Roles and Responsibilities** for all personnel, detailing the **incident command system**.
- **Mitigation Measures** for high-risk scenarios (e.g., ignition systems for sour gas).

## 5. Public Safety Measures

Enhance protocols for **evacuation or shelter in place**:

- **Evacuation:** Used primarily in severe releases (e.g., gas or fire), depending on **wind direction** and release duration.
- **Sheltering:** Deployed when evacuation is unsafe or impractical, providing temporary protection from exposure.

## 6. Air Quality and Hazard Monitoring

Integrate **air quality monitoring systems** for real-time tracking of hazardous gases (e.g., H<sub>2</sub>S, SO<sub>2</sub>) or fire-related hazards, ensuring informed decision-making on **public evacuation or sheltering**.

## 7. Incident Command Systems and Drills

Implement a structured **Incident Command System (ICS)**, ensuring:

- Clear communication protocols.
- Defined responsibilities for **evacuation coordination, air quality monitoring, and ignition control**. Regular **emergency drills** should be mandatory, simulating various scenarios to ensure personnel readiness.

## 8. Media Communication

Prepare **media communication plans** to provide accurate updates during emergencies. Designate a trained spokesperson and ensure coordination with **local authorities** for consistent information flow.



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## 9. Continuous Improvement

Post-incident reviews and continuous feedback from stakeholders should drive **updates to the ERP** and other preparedness measures. This ensures constant refinement of the response approach, based on real-world lessons learned.

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## Annexes (Available for Download)

1. Emergency Planning Zone (EPZ) Calculation Guide
2. Air Quality Monitoring Procedures
3. Public Information and Evacuation Procedures
4. Incident Command Roles and Responsibilities Template