Emergency Preparedness

Purpose

The purpose of the emergency preparedness plan is to provide a procedure for personnel to follow to adequately respond to emergency situations.

Responsibilities

The **Person in Charge (PIC), Lead Operator, Consultant, Production Superintendent, Production Supervisor** or their equivalent is responsible for:

- Communicate to all personnel upon arriving at facility during the site specific orientation process the alarm system, muster areas, lifesaving equipment and assigned duties.
- Implementing and overseeing this procedure.
- Assuring that one individual and an alternate is assigned to each life float, lifeboat, life raft, or survival capsule that is responsible for launching it in the event of an emergency. These individuals shall be trained and shall be competent in the launching and operation of the equipment they will be required to operate.
- Assuring that all required life saving equipment and appliances meet the requirements of USCG 33 CFR and are in good condition.
- Assuring evacuation routes are established, unobstructed and clearly marked.
- Maintain a current Persons on Board (POB) list at all times.
- Coordinating and conducting required Emergency Preparedness Training (see Section F, Chapter 3 – Emergency Drill Procedures).

Procedures

Decision to Evacuate

If an emergency evacuation is required, the **Person in Charge (PIC), Lead Operator, Consultant, Production Superintendent** or **Production Supervisor** will make the decision to evacuate the facility.

Evacuation Alert Procedure

Upon observing an emergency condition, utilize the platform general alarm system, manual pull station, or radio to alert personnel.

If a particular area is to be evacuated, an announcement will be made indicating said area is to be evacuated and closed off. Do not enter that area until the barricades are removed. After the evacuation alert has been made, the person ordering the evacuation will initiate appropriate emergency evacuation procedures.
Evacuation Procedure

Upon hearing the announcement or alarm, all personnel on site will cease operations and proceed immediately through emergency exits to designated muster area as shown on station bill. While evacuating, personnel shall avoid walking through hazardous areas and choose the safest path to muster station.

Upon arriving at muster station all personnel should be accounted for using the facility person on board (POB) list. If anyone is missing, the Person in Charge (PIC), Lead Operator or Consultant will decide if attempts to re-enter the site to find any missing personnel should be made. All personnel shall don a personal flotation device and await further instructions. Additional lifesaving equipment such as ring buoys, EPIRB devices, etc. shall be secured at this time.

The order to evacuate the facility via survival craft, life raft, life float, or field vessel shall be given by the Person in Charge (PIC), Lead Operator, Consultant, Production Superintendent or Production Supervisor according to the platform emergency evacuation procedures.

Threats

If anything suspicious occurs (such as threatening phone calls), remain calm get as much specific information as possible (i.e., location of bomb or intentions), try to keep the person on the phone, and notify the Apache Security Department 713-296-6000 and your supervisor immediately. Gather as much information from the caller as possible as to the nature and details of the threat.

Keep all written threats, notes on threatening calls or unusual occurrences so that the Apache Security Department can evaluate the threat.

Hurricanes

See Section F, Chapter 4 – Hurricane Evacuation Plan.