

Running a business is not always predictable
Let's get ready industry



Let's Get Ready Industry

Within the Humber area there are a significant number of large industrial sites, like other businesses and organisations you are at risk from emergencies which aren't your fault or out of your control.

The majority of sites fall under the Control of Major Accident Hazards (COMAH) regulations as it refers to all sites (including Refineries, Gas Storage Facilities and Processing Plants) who store or produce specific quantities of named hazardous substances.

There are two common classifications of COMAH sites, Upper Tier and Lower Tier both of which must adhere to the COMAH Regulations (2015). This set of regulations requires all site operators to prepare a Major Accident Prevention Policy (MAPP) and also an on-site emergency plan. The aim is to prevent major accidents and limit their consequences to persons and the environment.

Those sites identified as Upper Tier must also prepare External Emergency plans in conjunction with the local authority. External Emergency plans are designed to deal with the off-site consequences of a major accident.

It is a duty placed on the local authority to prepare, exercise and review the plans at least once every three years with involvement from the multi-agency partners. At present we have 29 tier sites, all of which have External Emergency plans in place and an associated exercise scheduled.

COMAH Plans in the Humber

Each Upper Tier site in the Humber area holds an External Emergency plan. These plans are based on a template developed by Humber Emergency Planning Service and the multi-agency partners which is reviewed annually to ensure that the information is correct and up to date.

There is also an overarching plan called the Universal COMAH plan, this includes more detailed background information.

The plans are straight forward and include key information about what actions the site and emergency responders will take in the event of a major incident. This includes details about how the sites will notify the emergency services of an incident and what immediate actions are taken to protect the community / area outside the site boundary.

Warning and Informing

Each Upper tier COMAH site has a duty to warn and inform the local community within their designated Public Information Zone (PIZ), this zone is determined by the Health & Safety Executive. All residents and businesses within the PIZ who may be affected by a major accident on the site should have access to information highlighting:

- Who the operator is
- What activities are undertaken on the site
- The hazard classification of substances on site and what the potential effects are on human health and the environment
- How the public will be warned
- What basic actions they need to take in the event of a major accident

The general message is **GO IN, STAY IN, TUNE IN**

- Go inside a safe building
- Stay inside until you are advised to do otherwise
- Tune in to local radio or TV for more information

To find out more information about sites in your area please visit:

www.goinstayintunein.org



Business Continuity

Whilst COMAH sites have emergency plans in place to deal with emergencies both on and off-site, are there any plans in place for dealing with a business disruption?

Running a business is unpredictable, you never know what is around the next corner. But if there was an emergency on site which wasn't your fault or as a result of something you couldn't control would your business survive?

Business continuity is about having common sense precautions in place to help you survive a disruption and recover afterwards. It doesn't have to cost a penny and you might even find that it helps you win contracts and negotiate cheaper insurance policies.

Some of the key benefits that business continuity could bring include:

- Having arrangements to fulfil your obligations in a crisis
- Being more confident about the decisions you make in a crisis
- Showing customers and suppliers you are serious about the resilience of your business
- Providing assurance and protection to your staff
- Increasing your company's reputation

If something unexpected was to happen to your business it has the potential to disrupt your workforce, workspace, information technology, information, equipment and suppliers. You may not have the resources to keep the business running at a normal level so some activities will need to be suspended so you can focus on the ones that are absolutely critical to the survival of your business.



Think about

- The key products and services that attract customers to your business and makes you the most money
- The things you need to do to keep your most important customers
- The activities that underpin and maintain your good reputation
- The things you are legally required to continue
- The 'back office' things you need to keep the other parts of your business working

Visit our website www.letsgetready.org.uk for more information about business continuity

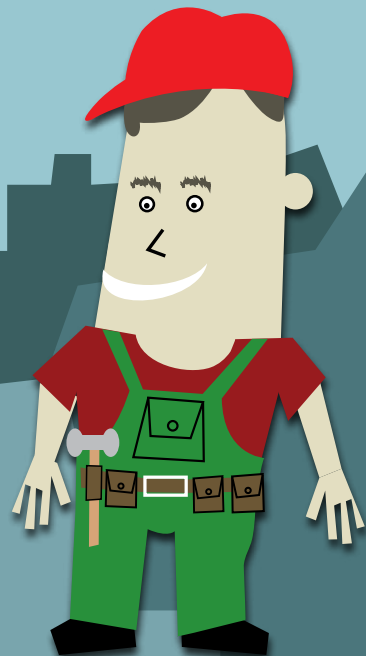
Risk

It is often difficult to predict what might cause a disruption to your business but you can try and identify the major risks and then consider how resilient you are against them.



Think about

- What happened to your business in the past? Has there been any near misses?
- Whether businesses similar to yours have suffered a disruption or crisis?
- What has happened recently in your geographical area and how it might affect you?
- Whether you are in a flood risk area. Go to the Environment Agency website www.gov.uk/government/organisations/environment-agency and check whether you are at risk for tidal or coastal flooding
- Sign up to Flood warnings direct to receive flood warnings by phone, text or email.
- Whether any audit / inspection reports flagged up any issues that might be a problem?



Keeping up to date with COMAH in the Humber

We like to keep in touch with our COMAH colleagues so every year we issue two newsletters ensuring that all partners are kept up to date with things in the Humber area. These can be accessible on our website:

www.letsgetready.org.uk

COMAH checklist

If a major accident occurs on site here is a simple checklist to follow whether you are an Upper Tier, Lower Tier or just an industrial site:

- 1 Make an initial call to the Emergency services by dialling 999.**
(Upper Tier sites have a duty to contact Police, Fire, Ambulance and Coastguard) however all other sites only contact the emergency services you require.
- 2 Try to give as much information as possible.**
The emergency services will ask a number of questions to assist in their response to your site. Know what is on your site and where it is located!
- 3 Continue with your daily business to the best of your ability.**
In an emergency you may have a series of actions / duties you have to follow to ensure that staff are safe and the site is secure.
- 4 If you evacuate your site, do your staff know where they are meant to go or what to do?**
Make sure staff have clear instructions.
If you have regular contact with neighbouring sites or residents make sure they are aware of what to do in the event of an emergency. Consider how you will communicate with those who are affected.
- 5 Inform your media department or media officer if your organisation has one.**
Make sure they are aware of the situation and are prepared to provide a statement or speak to the press.
- 6 Consider whether an incident at your site may have any environmental impacts.**
If so be prepared to support the Environment Agency and Fire Service where possible to mitigate these effects.
- 7 Consider what will happen once the incident is over, will you be able to return to business as normal?**
If not do you have back up arrangements in place? Consider staff welfare.

Use this page to write down some of your key contacts

KEY CONTACTS

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