

RURAL EMERGENCY PLAN

This Rural Emergency Plan has been developed to provide you with a template for:

- Environmental emergency planning on your farm site
- Providing Emergency Crews with details about the location of hazardous materials and other important information about your farm

By completing the forms and maps you will be better prepared for two types of potential emergency situations on your farm:

- Spill of hazardous material
- Fire

It is important to distinguish between probable response procedures for these two situations and plan accordingly.

Additional copies

Please note additional copies of this REP kit are available by copying this one, contacting your local fire department or printing the REP template PDF from the following website AlbertaEFP.com

Contact your local fire department for further assistance and resources.

Partners in Progressive Stewardship:

Canada



The Alberta Environmental
Farm Plan Company

Alberta

The Agricultural Policy Framework (APF) • A FEDERAL-PROVINCIAL-TERRITORIAL INITIATIVE



Spill of Hazardous Material

In the case of a spill of hazardous material, such as fuel, pesticides, fertilizers or livestock manure, family members or farm workers are responsible for taking quick action to ensure safety and minimize environmental risks. They may be required to:

- Eliminate or shut down the source of the spill
- Contain the spill to prevent hazardous material from spreading
- Notify the Alberta Environmental Response Centre (1-800-222-6514)
- Clean up the spilled material

All family members and farm workers must know where to quickly find the information and be familiar with the recommended procedures.

Fire

In the case of fire the vital information contained in the **Rural Emergency Plan** will help firefighters quickly plan appropriate actions.

Location of the Rural Emergency Plan

It is recommended that the Rural Emergency Plan be installed in a waterproof container in a highly visible area for easy access for emergency crews .

Included in this package is a suggestion for building a waterproof tube.

Install the Rural Emergency Plan near the house or barn, away from the road. Mount it in such a way to minimize the risk of vandalism but allow for easy retrieval.

Contact your local fire department to make them aware of the fact that you have a Rural Emergency Plan for your farm and tell them where you have your Emergency Tube located.

Steps For Completing The Rural Emergency Plan

Your answers and directions must be printed clearly

When you have completed all the forms and maps, place the pages in the following places:

- **Pages to place in waterproof container (Emergency Tube)**
 - Farmstead Site Map
 - Special Considerations in case of fire
 - Inventory of Hazardous Goods and Location of Emergency Water Supplies
 - Location of Emergency Equipment and Supplies
 - Map of Site Runoff Control and Immediate Surroundings

****Note: for added protection place the pages in a sealed plastic bag****

- **Page to Place Next to All Telephones**
 - In Case of Emergency
- **Page to Place in Areas of Possible Hazardous Spills**
 - Emergency Plan for Spills

More About the Emergency Tube

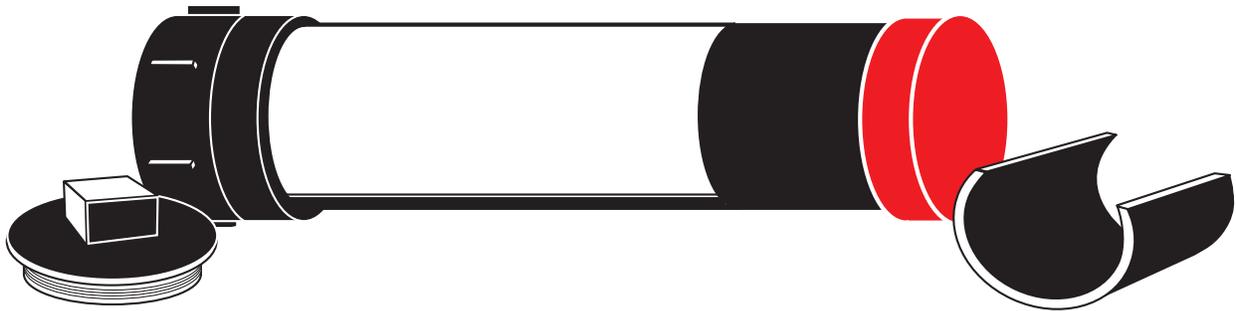
The Emergency Tube is meant to be an easily accessible waterproof tube to store the written Rural Emergency Plan. A suggestion for building an Emergency Tube is included on the next page.

Contact your local fire department and let them know that you have a Rural Emergency Plan and tell them where you have your Emergency Tube located.

Get your local fire department even more involved:

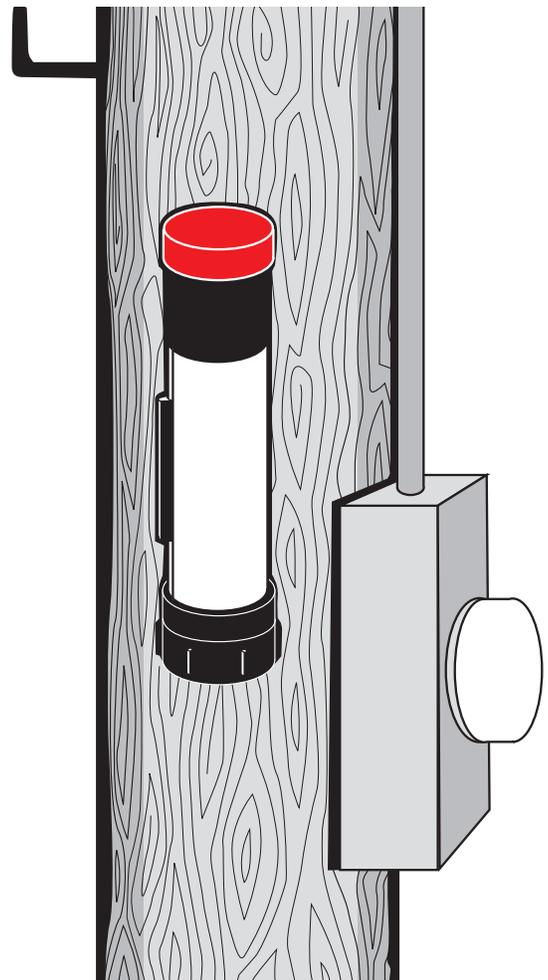
- They may be interested in building Emergency Tubes and making them available to farms and ranches
- Building and selling Emergency Tubes could be a fundraising activity and an opportunity to make them more visible in the community

Suggestion for Building Waterproof Container (Tube)



The pictured tube:

- Constructed of 2" ABS DWV Pipe approximately 14" long
 - 2" ABS DWV cap slip on one end (glued on with ABS glue)
 - 2" ABS DWV Adaptor FIP (glued on the other end) and threaded plug inserted
 - 3" length of 2 1/2" ABS pipe partially cut to be used as mounting bracket
 - Drill 2 holes for mounting screws
- **Made visible with reflective marking or letters (suggestion: orange strips)**
- Materials should be available at most hardware or building supply stores
- Install on utility pole (if available) in yard



**STEP
1**

Sketch Your Farmstead

Draw a map on the blank grid “Farmstead Site Map,” using the sample on the next page as a guide. **Important considerations when developing your map:**

- Select a suitable scale
- Use the symbols in the legend at the bottom of the page
- Indicate the ‘North arrow’
- See sample map for ideas

On your map include:

- **The outline of all the buildings with the name and number on each one, showing all of the following:**

 Pedestrian Door	 Windows	 Floor Drains
 Sliding Door	 Fans	 Sprinkler System
 Overhead Door		

- **The location of access routes and barriers:**

 Fences
 Gates

- **The locations of all hazardous substances or those that can cause pollution:**

 Compressed Gas (eg., oxygen, acetylene, propane, air tanks anhydrous ammonia)	 Poisonous Materials	Septic System (Label on map)
 Flammable Liquids	 Corrosive Materials	Manure System (Label on map)
 Oxidizing Materials	 Fertilizer	
	 Pesticide	

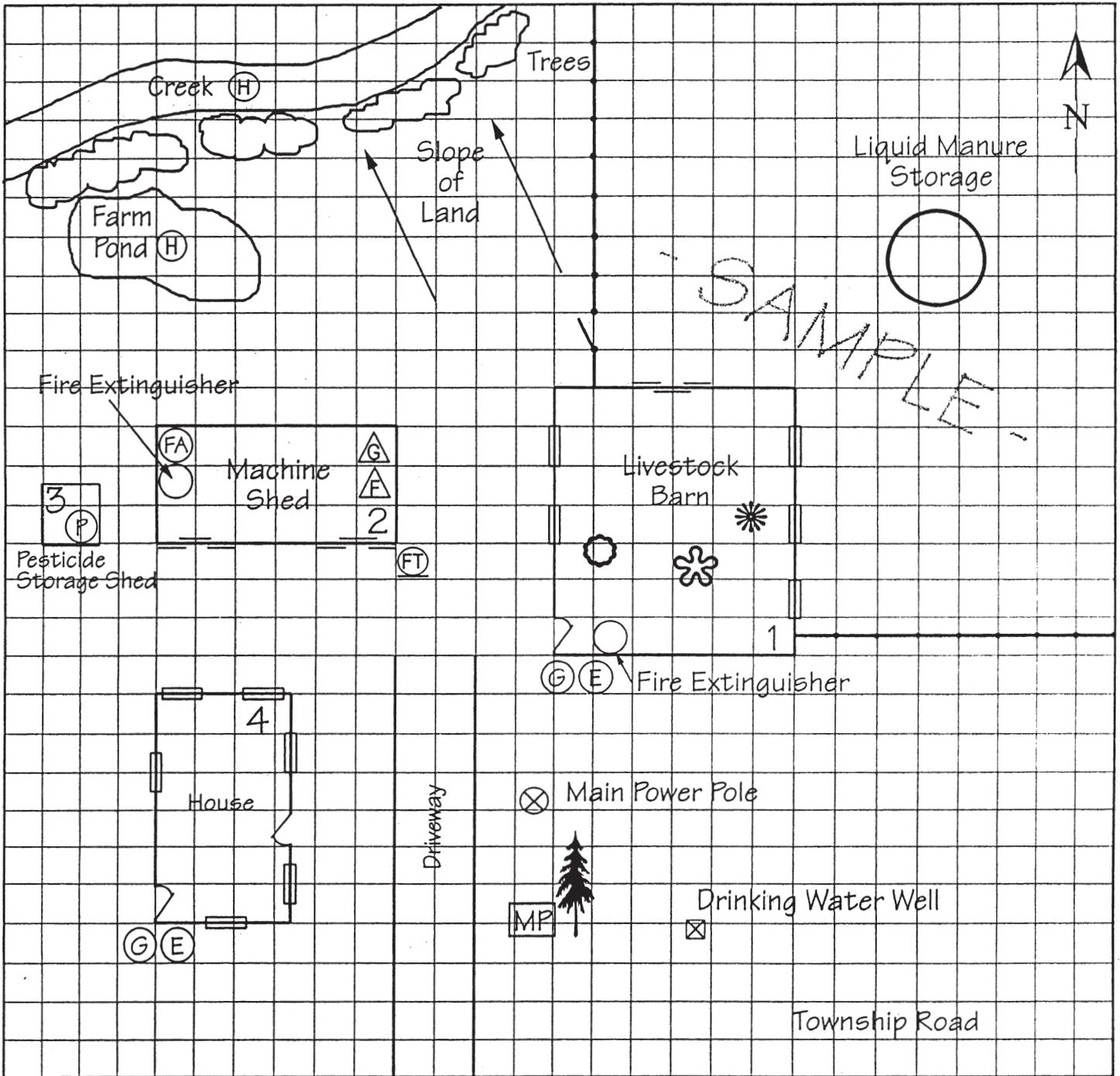
- **The location of all fire protection considerations:**

 Water Source For Fire Fighting or Fire Hydrant	 Above Ground Fuel Tank	 First Aid
 Main Gas Shutoff	 Below Ground Fuel Tank	 Fire Extinguisher
 Main Electrical Shutoff		

- **The location of a meeting place that is communicated to family members and employees:**

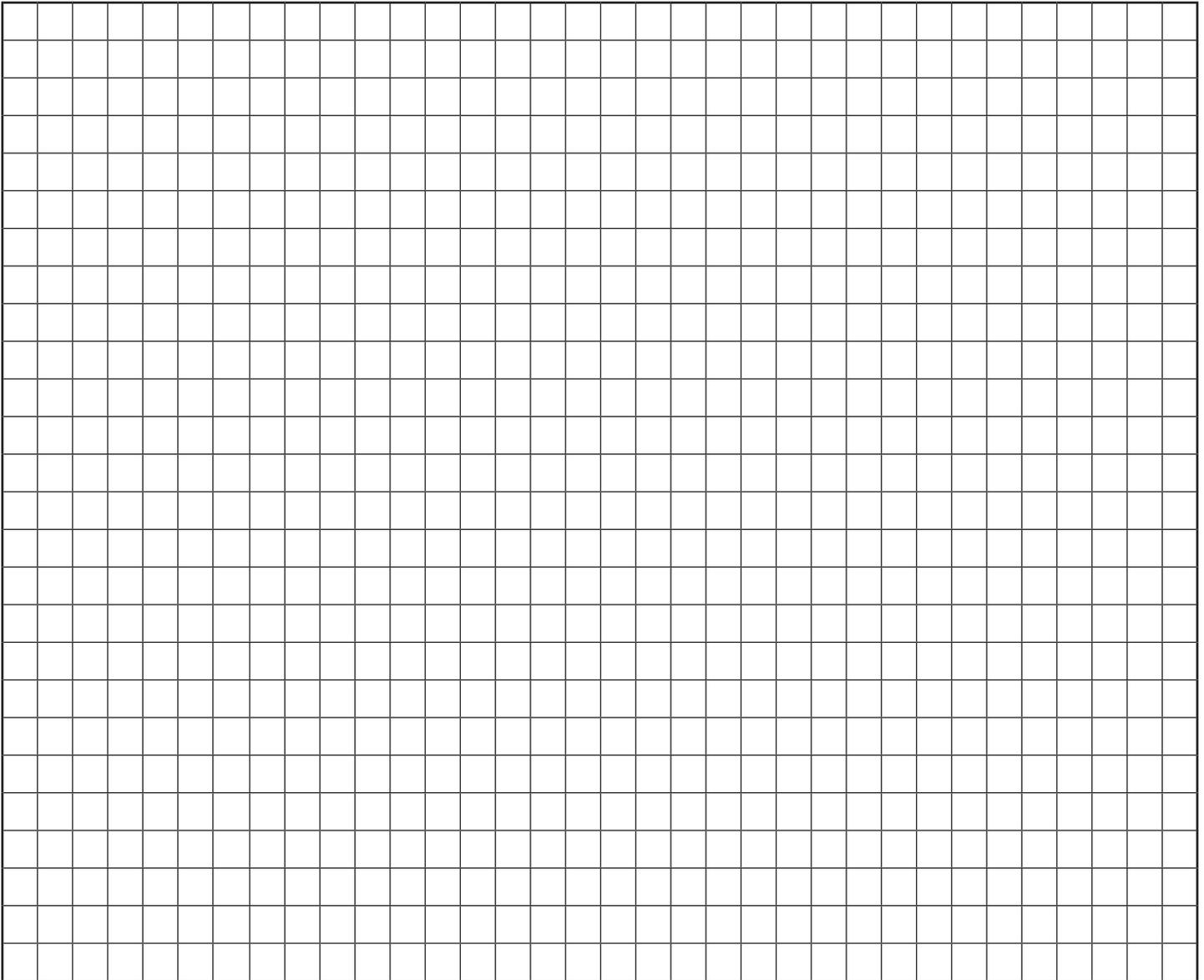
 Meeting Place

SAMPLE Farmstead Site Map



Approximate Scale: $\frac{1}{4}$ in. = 10 ft.

Farmstead Site Map



Date Prepared: _____ Approximate Scale: _____

Contact Name: _____

Phone Number: _____

Alternate Number: _____

-  North
-  Pedestrian Door
-  Sliding Door
-  Overhead Door
-  Windows
-  Fans
-  Floor Drains
-  Sprinkler System

-  Fences
-  Gates
-  Compressed Gas
-  Flammable Liquids
-  Oxidizing Materials
-  Poisonous Materials
-  Corrosive Materials
-  Fertilizer

-  Pesticide
-  Water Source For Fire Hydrant
-  Main Gas Shutoff
-  Main Electrical Shutoff
-  Above Ground Fuel Tank
-  Below Ground Fuel Tank
-  First Aid
-  Fire Extinguisher
-  Meeting Place
-  Septic System (Label on map)
-  Manure System (Label on map)



List Special Considerations in Case of Fire

Fill in the worksheet “Special Considerations in Case of Fire”



Prepare Inventory of Hazardous Goods

Fill in the worksheet “Inventory of Hazardous Goods and Location of Emergency Water Supplies”



List Location of Emergency Equipment and Supplies

Fill in the worksheet “Location of Emergency Equipment and Supplies”



Sketch Site Runoff Map

Use the worksheet **“Site Runoff Map”** to sketch a map of runoff areas.

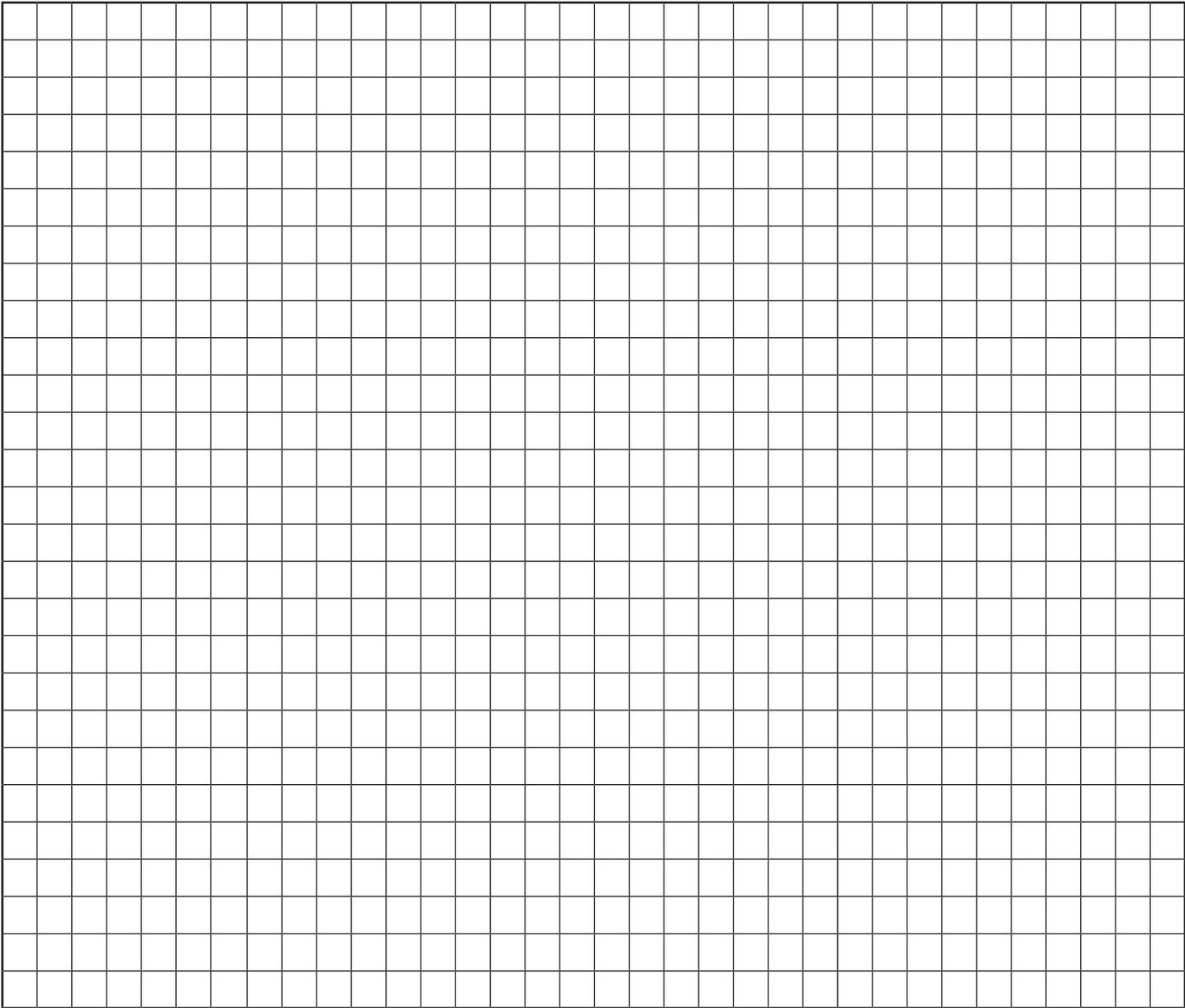
Draw a map showing the surrounding area for about 1.6 km (1 mile) in all directions. Focus on the surface and/or subsurface drainage of the property. If a surface water body is impacted by the drainage, indicate how, and the distances involved. If runoff can be contained on or off site, indicate where and how much runoff can be contained. Locate where and how dikes, dams, shut-off lift pumps, etc. might block runoff. Use an aerial photo if available for assistance in drawing the surrounding area.



FILL IN EMERGENCY PHONE NUMBERS

Fill in the worksheets **“In Case of Emergency”** and **“Emergency Plan for Spills”**

Site Runoff Map



Date Prepared: _____ Approximate Scale: _____

Contact Name: _____

Phone Number: _____

Alternate Number: _____

- | | | |
|--------------|-------------------|-----------------------------------|
| Drain Inlet | Ponds / Waterbody | Proposed Dike or Berm |
| Drain Outlet | *** Fence | Stream / Creek / Ditch |
| Well | Gate | Surface Drain Line or Culvert |
| Catch Basin | == Roads | Underground Drain Line or Culvert |
| Lift Pump | Lanes | Direction of Ground Shape |
| | ##### Railroad | Impoundment Location |

Location of Emergency Equipment and Supplies

Contact phone number (if applicable)

Fire Extinguishers: _____

First Aid: _____

Vacuum Tanker: _____

Scrapers: _____

Front-End Loaders: _____

Backhoes: _____

Portable Water Pumps: _____

Absorbent Material (e.g., sawdust, peat, straw, etc.): _____

Sand bags: _____

Portable Generators: _____

Other: _____

Rural Emergency Plan Checklist

Make sure the following steps have been taken in order to complete the Rural Emergency Plan

- I have built or purchased a waterproof Emergency Tube

I have placed the following completed worksheets in an Emergency Tube:

- Farmstead Site Map
- Special Considerations in Case of Fire
- Inventory of Hazardous Goods and Locations of Emergency Water Supplies
- Location of Emergency Equipment and Supplies

I have placed the following worksheet by all telephones:

- In Case of Emergency

I have placed the following worksheet in all areas that could be a location of a hazardous spill:

- Emergency Plan for Spills

I have completed these final action steps:

- I have mounted the Emergency Tube on _____
- placed this folder in my files for future use.
Location: _____
- contacted my local fire department to make them aware of my Rural Emergency Plan

Update the forms and maps annually and whenever you make significant inventory, housing or storage changes.

Date completed _____

Review dates: _____

EMERGENCY PLAN FOR SPILLS PESTICIDES / PETROLEUM / WASTES

**ALWAYS Plan For Prevention
and
ALWAYS Consider Personal Safety**

IF A SPILL OCCURS, FOLLOW THESE STEPS:

**Phone Alberta Environmental Response Centre
1-800-222-6514**

1. Isolate the affected area
2. Gear up with protective clothing
3. Ventilate the area
4. Stop further leaking
5. Contain the spill area
6. Report the spill
7. Clean up the spill
8. Decontaminate the spill area
9. Dispose of, or reclaim, the waste

IN CASE OF EMERGENCY

YOU ARE AT:

Farm Name / #: _____ Phone: _____

Legal Land Location: _____

County: _____ 911 Code (If Available): _____

Directions to this location: _____

Alternative Contact: _____ Phone: _____

EMERGENCY TELEPHONE NUMBERS

POISON CENTRE: 1-800-332-1414

SPILLS:

**Alberta Environment Response Centre
1-800-222-6514 (24 HOUR BASIS)**

FIRE / EMERGENCY

HOSPITAL

POLICE

LOCAL MUNICIPAL OFFICE

LOCAL MUNICIPAL OFFICE

AMBULANCE

FAMILY DOCTOR

NATURAL GAS COMPANY

POWER COMPANY

IN CASE OF EMERGENCY

YOU ARE AT:

Farm Name / #: _____ Phone: _____

Legal Land Location: _____

County: _____ 911 Code (If Available): _____

Directions to this location: _____

Alternative Contact: _____ Phone: _____

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