

# **CITY OF CAMBRIDGE**

## **FIRE DEPARTMENT**

### ***LEPC***

#### ***ISO CLASS 1 FIRE DEPARTMENT***

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### ***EMERGENCY ACTION PLANS***

Certain facilities in the City of Cambridge are required to submit an EMERGENCY ACTION PLAN to the Local Emergency Planning Committee (LEPC) office prior to obtaining approval to operate.

An EMERGENCY ACTION PLAN has several components:

- • Instructions on how to report emergencies
- • Protocols for documenting accidents and injuries
- • List of resources and key personnel to be notified in an emergency
- • What to do for medical emergencies
- • What to do for chemical emergencies or spills
- • What to do for biological/blood spills
- • What to do for emergencies involving radiation
- • What to do for suspicious packages/letters or received threats
- • What to do for fire/smoke conditions
- • How and where to evacuate a building

An EMERGENCY ACTION PLAN is not simply an evacuation plan. Evacuation is but one component of the EMERGENCY ACTION PLAN.

Also, when an EMERGENCY ACTION PLAN discusses the use of fire extinguishers it is critical to remember the following: **“Only those trained in the use of fire extinguishers should use them!”**

Refer to 29 CFR 1910.38 and 29 CFR 1910.120(l)(2) for guidance on developing an Emergency Action Plan.