

### Emergency response plan

1. This plan is used at the facilities of "The University of Georgia" LLC during emergencies.
2. All employees are obliged to be familiar with the rules of behavior in emergencies and to record their familiarization with a signature.
3. Emergency training should be repeated every 6 months.
4. Man-made accidents are unforeseeable uncontrolled events, which are accompanied by explosions, fires, and eruptions of harmful substances.

Man-made accidents are characterized by:

- a) Explosions, smoke, fire, pungent odors, "colored" precipitation, sudden mass killing of animals, instantly dried leaves, etc.
  - b) Rapid appearance of characteristic symptoms (nausea, difficulty breathing, mucous membrane and skin irritation and rash)
5. The attached emergency response plan (Annex N1), according to the scenarios, includes the response measures and the relevant responsible persons are defined.
  6. Annex N2 sets out emergency instructions.

Scenario	Response	Responsible persons	tel
Fire, explosion	<ol style="list-style-type: none"> <li>1. Stop all activities in the work area.</li> <li>2. We fight small fires with a portable fire extinguisher if we have fire fighting training.</li> <li>3. Activate local horns, shout "fire, fire"</li> <li>4. Take safe routes to the gathering place, do not run or panic. Pay attention to the road and report the fire to people along the way.</li> <li>5. Turn off all electrical appliances.</li> <li>6. Informing the person responsible for labor safety and management.</li> <li>7. Assessing the situation and determining the course of action.</li> <li>8. Call the fire department and medical assistance.</li> <li>9. Control and direct the actions of internal personnel.</li> <li>10. Facilitation of fire department actions.</li> <li>11. Providing first aid to injured people. (if you have completed a first aid course).</li> </ol>	<ul style="list-style-type: none"> <li>• Responsible for electricity</li> <li>• Labor safety manager</li> <li>• Facility manager</li> <li>• Chief of Security</li> </ul>	
Car Accident	<ol style="list-style-type: none"> <li>1. Quick assessment of the situation.</li> <li>2. Informing the person responsible for labor safety.</li> <li>3. Informing emergency services and police about the incident.</li> <li>4. Before the arrival of the rescue team, provide first aid to the injured (by a competent person).</li> <li>5. Before providing first aid, it is necessary to assess the situation and determine whether it is dangerous to approach the injured person.</li> <li>6. Fencing the territory before the arrival of law enforcement agencies</li> </ol>	<ul style="list-style-type: none"> <li>• Labor safety manager</li> <li>• Facility manager</li> <li>• Chief of Security</li> <li>• Transport Manager</li> </ul>	
Damage to the lifting device	<ol style="list-style-type: none"> <li>1. Emergency shutdown of the device.</li> </ol>	<ul style="list-style-type: none"> <li>• mechanic</li> <li>• Labor safety manager</li> </ul>	

	<ol style="list-style-type: none"> <li>2. Fencing, isolating the lower area, no people will be allowed in this area.</li> <li>3. In case of hanging load, emergency landing by crane, if it is not possible to lower the load, no people under the load.</li> <li>4. Notice to management</li> <li>5. Determining the cause, making a decision, and eliminating the defect.</li> <li>6. Improper detection.</li> <li>7. Unplanned staff briefing</li> </ol>	<ul style="list-style-type: none"> <li>• Facility manager</li> <li>• Chief of Security</li> </ul>	
In case of severe damage	<ol style="list-style-type: none"> <li>1. Inform emergency services about the incident.</li> <li>2. Assessing the situation and determining whether it is dangerous to approach the injured person.</li> <li>3. Conducting first aid before the arrival of the rescue team. (by competent persons)</li> <li>4. stop the bleeding until emergency help arrives (with bandages, local pressure, holding hands)</li> <li>5. In case of amputation, find the amputated part and hand it over to medical personnel (if it is safe to approach it)</li> </ol>	<ul style="list-style-type: none"> <li>• Labor safety manager</li> <li>• Facility manager</li> <li>• Chief of Security</li> </ul>	
Natural events (floods, earthquakes, etc.)	<ol style="list-style-type: none"> <li>1. In case of danger, immediately evacuate from the dangerous area.</li> <li>2. Power outage</li> <li>3. When danger signs appear, immediately move to a higher place.</li> <li>4. It is dangerous to remain in a building if it is located near a fallen bank or the ground beneath it is partially washed away.</li> <li>5. Evacuate personnel from dangerous areas.</li> <li>6. Removal of flammable and explosive substances from dangerous areas.</li> <li>7. It is necessary to use personal protective equipment during rescue and liquidation works.</li> </ol>	<ul style="list-style-type: none"> <li>• Responsible for electricity</li> <li>• Security Manager</li> <li>• Facility manager</li> <li>• Chief of Security</li> </ul>	
electric shock	<ol style="list-style-type: none"> <li>1. Do not approach the injured until the power is turned off and, if necessary, isolated. Maintain a safe distance of 18 meters radius. (in case of electrocution caused by high voltage current).</li> <li>2. Management notice</li> </ol>	<ul style="list-style-type: none"> <li>• Responsible for electricity</li> <li>• Security Manager</li> <li>• Facility manager</li> <li>• Chief of Security</li> </ul>	
Other incidents (the presence of a possible threat of terrorism; the presence of a false alarm)	Notify presidents and emergency services	Emergency Situations Service	112
Injury and evacuation at height	<ol style="list-style-type: none"> <li>1. Placing the victim on a stretcher, and fixing it with straps.</li> <li>2. Provide first aid on the spot (if you have received appropriate training)</li> <li>3. Use safe exits and roads.</li> <li>4. The stretcher is raised on a simultaneous count.</li> <li>5. Notification of medical service, notification of facility security manager, notification of facility management.</li> <li>6. If it is not possible to bring down the victim with a stretcher in a safe way, use special lifting means (special stretcher, winch, etc.) Such evacuation is not allowed during strong winds. More than 10 m/s.</li> </ol>	<ul style="list-style-type: none"> <li>• Security Manager</li> <li>• Facility manager</li> <li>• Chief of Security</li> </ul>	

### **Training of employees**

This emergency briefing should be repeated every 6 months.

#### **Follow the following rules:**

1. Keep calm and try to protect yourself;
2. Only after you are properly protected, help others, only if you know how to do it;
3. Leave the accident scene as soon as possible;
4. Do not move through the areas where there are dangerous chemical substances and do not touch them;
5. Do not smoke;
6. Try to cover your body as carefully as possible, if there is a leak, protect the respiratory tract from dust and dangerous gases, cover the mouth and nose with a towel or other cloth, breathe slowly
7. To protect the respiratory organs, use respirators, masks, dust masks made of fabric and civil respirators;
8. You may not use personal protective equipment while in administrative buildings, after rain or in windless weather;
9. To protect the skin, use coats, overalls, rubber shoes, gloves, or special protective clothing made of thick fabric and polyethylene;

In case of gas poisoning:

10. Take the person to fresh air;
11. Use ammonia hydrate;
12. To ensure the free supply of air to the lungs, open the clothes;
13. If the injured person is conscious, give him/her a large amount of liquid (tea, water);
14. If the injured person is not breathing, perform artificial respiration and indirect heart massage;
15. Call an ambulance immediately during an emergency;
16. Take necessary things and leave the area as organized as possible;
17. Be ready to find help, act jointly with rescue groups;
18. Act according to the situation and pay attention to notifications.
19. In the event of an emergency, you are obliged to stop work, immediately inform your immediate supervisor about the incident, and then, to eliminate the created emergency, act according to their instructions.
20. In case of fire, in case of ignition of combustible materials, the priority should be to call the fire department and evacuate employees from the zone of action of harmful factors emitted by the fire, affecting the human body (outside the building or facility where the fire occurred).

After that, it is necessary to:

21. In the workshop (building) where the fire broke out, turn off the electrical equipment, electrical tools (apparatus, stands), electro-pneumatic weapons and the electric power source of the workshop;
22. Turn off the ventilation system;
23. immediately inform the head of the works about the fire, with the exact indication of the fire's source;
24. to immediately remove fuel and containers with flammable, explosive materials outside the center of the fire;
25. Try to extinguish the fire using the primary means of extinguishing the fire.
26. In case of release of harmful factors directly harmful to life and health (open flame, high ambient temperature, burning of toxic products and thermal melt, smoke, low concentration of oxygen, etc.) as a result of fire, or in case of danger of explosion, you should immediately leave the zone of action of these dangerous factors.
27. In the case of ignition of electrical devices, only carbon dioxide or powder fire extinguishers should be used to extinguish the fire. At the same time, it is not possible to direct the flow of carbon dioxide and powder products towards people. When using a carbon monoxide extinguisher, to protect your hands from freezing, do not touch the fire extinguisher guide tube.
28. Only carbon dioxide or powder fire extinguishers are used to extinguish the burning devices that are less than 2 meters away from the contact line.
29. Extinguishing the fire with water, foam, or air-foam fire extinguishers is allowed only after the foreman (brigadier) or other responsible person has notified that the contact line is disconnected and grounded.
30. When the foam gets on an exposed part of the body, it is necessary to wipe the area with a handkerchief and wash it with a sodium water solution.
31. If the center of the fire is more than 7 meters away from the contact line, extinguishing the fire is allowed without removing the voltage from the line. At the same time, care should be taken that the flow of water or foam does not hit the contact line and other parts hanging on the live contact line.
32. During the fire fighting, it is forbidden to come closer than 8 meters to the contact line conductors that are disconnected and laid on the ground, which are not switched off and grounded.
33. In buildings where there are internal fire hydrants, the fire should be extinguished by two people: the first person moves the fire hose to the fire source, and the second one takes the hydrant when ordered.
34. When extinguishing the fire with a dense cloth, the flame should be covered so that it does not reach a person.
35. When extinguishing a fire with plaster, the shovel should not be raised to the height of the eyes, so that the plaster does not get into the eyes.
36. When clothing catches fire, extinguish the fire as soon as possible, but not with bare hands. Clothing on fire should be put off, ripped off, or extinguished immediately. A person with clothing on fire can be wrapped in a tight cloth or tarpaulin to put out the fire, which should be removed after the fire is extinguished so that the person's body heat is not inhibited. Do not wrap your head to avoid damage to the respiratory organs and poisoning by toxic gases released during combustion.

37. If there is an accident, it is necessary to immediately free the injured person from the trauma-causing factor, find first aid, and notify the supervisor about the accident.
  38. I have read, agreed, and am signing:
-