



## **DCN Drilling**

### **Drilling and Geotechnical Drilling Specialist**



## **HSE-09 Emergency Procedures**





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## 1 PURPOSE

To ensure DCN Drilling are prepared for any foreseeable emergencies and are able to effectively respond to such emergencies, so as to minimise any adverse impacts on the safety and health of people, the environment and surrounding communities. To ensure the required emergency equipment is available, maintained in good working order.

## 2 RESPONSIBILITIES AND DUTIES

- |                               |                                                                                                                                                                                                                                                                                                                                                                                        |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Senior Management</b>      | <ul style="list-style-type: none"><li>• Ensure emergency procedures are documented and understood by employees</li><li>• Ensure emergency equipment is appropriate for use and maintained in serviceable condition</li><li>• Ensure appropriate emergency communications are provided and up to date</li><li>• Provide emergency response and first aid training as required</li></ul> |
| <b>Drillers / Supervisors</b> | <ul style="list-style-type: none"><li>• Check emergency shut down equipment and emergency stops</li><li>• Ensure emergency contacts are maintained</li><li>• Ensure drill crews are aware of emergency procedures</li></ul>                                                                                                                                                            |
| <b>Employees</b>              | <ul style="list-style-type: none"><li>• Be aware of emergency procedures and emergency contacts</li><li>• Report any defects to emergency equipment</li><li>• Undertake and maintained emergency and first aid training as required</li></ul>                                                                                                                                          |
| <b>HSE Personnel</b>          | <ul style="list-style-type: none"><li>• Coordinate servicing of emergency equipment</li><li>• Coordinate emergency response and first aid training</li></ul>                                                                                                                                                                                                                           |

## 3 IDENTIFICATION OF EMERGENCY EVENTS

The following potential emergency events have been identified for DCN Drilling Operations

- Serious injury or fatality
- Fires including potential equipment, building bush or fixed plant fires
- Vehicle impacts
- Chemical spill or hydrocarbon spills
- Natural disaster flooding, earthquake cyclones
- Impact with underground services

Standard operating procedures and JHA's have been developed that address these identified potential emergency events and systems have been put in place to manage the risk of such emergency events.

Reference SOP and JHA Listings.



## 4 EMERGENCY NOTIFICATION & COORDINATION

Emergency contact sheets are provided within HSE Folders located on each Drill Rig, these are maintained and kept up to date by the Driller for each crew and include:

- DCN Drilling Management
- Other Drillers contact details
- Ambulance;
- Police;
- Fire response;
- Worksafe NZ

### 4.1 EMERGENCY EVENT IMMEDIATE MANAGEMENT

During an emergency event the following actions are to be taken to ensure the immediate safety of employees, clients and surrounding community:

1. Make the situation safe and assist any injured personnel.
2. Where fires involve electrical appliances, gas, fuel, etc., isolate at the supply point.
3. Active the emergency stop on operating equipment.
4. **Never** put yourself or others at risk. remember **DRSABCD**;
  - D**= dangers to yourself and other responders
  - R**= response of casualties to stimulation from responders
  - S**= send for help
  - A**= airways should be checked and cleared - breathing may require assistance
  - B**= normal breathing
  - C**= cardio check should be carried out to determine the need for assistance
  - D**= defibrillator assistance may be required.

Do not disturb an incident scene other than to satisfy Item 1 above.

5. In New Zealand, the number to call if you need the Fire service, Police or an ambulance in an emergency is 111.
6. You can call this number on a mobile phone even if the phone is out of credit.
7. The operator will ask you which service you need and connect you to the right service.
8. On making contact clearly state:
  - Your Name, location and contact number.
  - Brief description and accurate location of incident, in a larger event give an indication to the geographical size.
  - Number of people injured/unwell.
  - Is any person/s trapped? If so where and how?
  - Whether any action has been taken and what resources maybe needed.
  - Await instructions.



- External assisting agencies may require an escort to emergency scenes; the Driller is to organise for support personal to await at main entrance for emergency services if required.

Should an incident occur on the site where it appears that there is danger to human life as a result of the atmospheric contamination such as gassing or fire, an evacuation, either partial or full, may be required.

DCN Drilling Management are contacted as a matter of priority following the immediate emergency activation.

DCN Drilling Management will assist with any further activation of emergency support, contact the Client Management directly and carry out any reporting required to Worksafe.

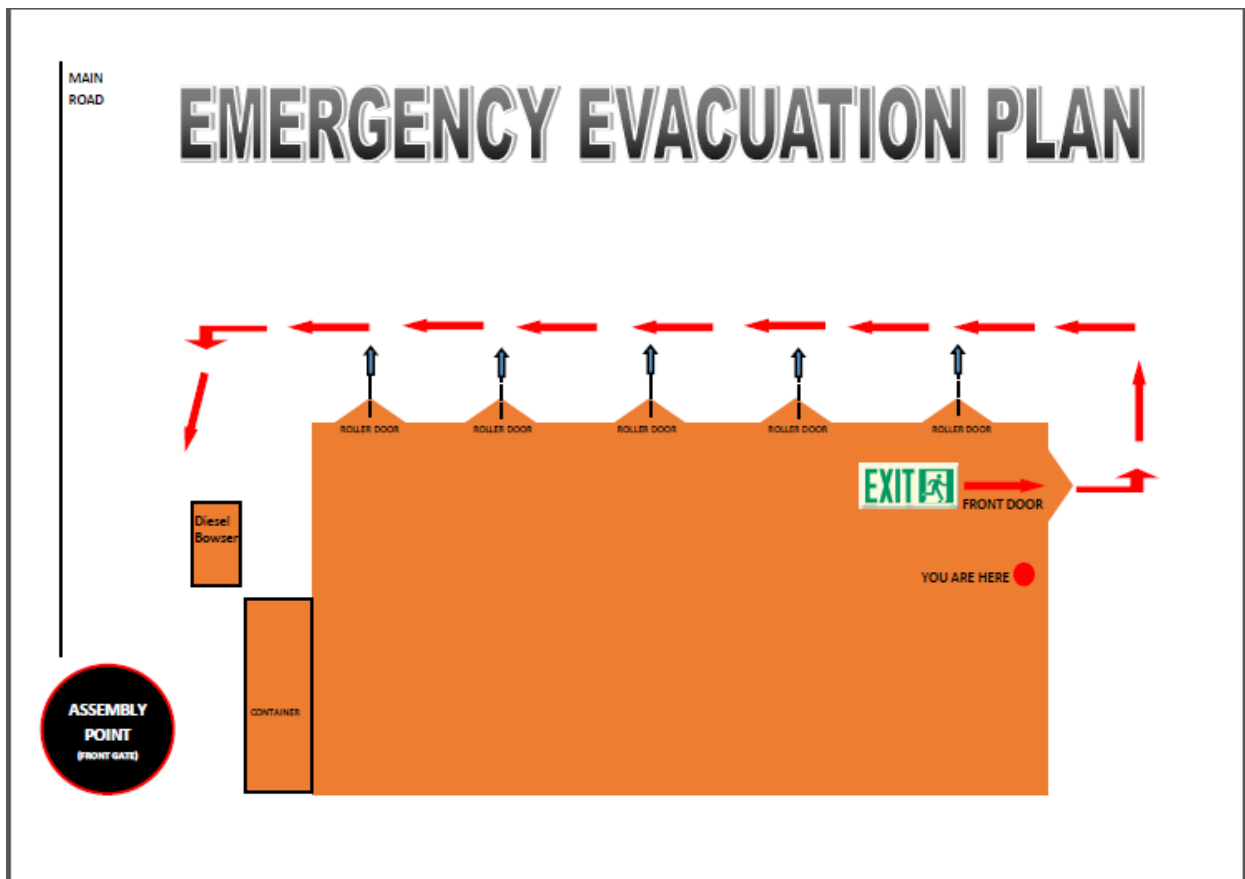
#### 4.2 EMERGENCY CONTACTS SHEETS

<b>Emergency Contact</b>	<b>Telephone number</b>
<b>DCN Drilling Contacts Management</b>	
David Penney	0274735011
Corey Penney	021473511
Joyce Penney	0272385114
<b>Emergency Services Contacts</b>	
Emergency Services – Fire, Police or Ambulance	111
Report Traffic Incident – from mobile phone	*555
<b>Government Departments</b>	
Worksafe NZ – General enquiries & Serious Incident Notification	0800030040
Worksafe NZ – Reportable Injury, Illness, serious incident.	<a href="https://worksafe.govt.nz/notify-worksafe/">https://worksafe.govt.nz/notify-worksafe/</a>



#### 4.3 DCN DRILLING YARD EVACUATION PLAN

In the event the DCN Drilling Yards require evacuation the following plant indicated the exit routes and assembly points for evacuation.



#### 5 EMERGENCY RESPONSE AND FIRST AID EQUIPMENT

Drill rigs are fitted with emergency shut down buttons to isolate energy sources to drilling operations during an emergency, these emergency stops are:

- Clearly visible and labelled
- Checked as part of pre-start inspections
- Maintained and serviceable
- Shown to new employees and clients as part of job pre-start up.

First Aid Kits are provided on each drill rig and within the DCN Drilling Yards these first aid kits are:

- Inspected and restocked as part of weekly inspection schedule
- Adequate for type of works being carried out and potential injury sustained



Fire Extinguishers are provided on each drill rig and in specific locations within the DCN Drilling Yards these are:

- Easily accessible
- Checked as part of pre-start inspections
- Serviced by a registered agent each six months
- Suitable for the type of potential fire risk of the equipment

### 5.1 EMERGENCY TRAINING

First Aid training is held each two years for all employees

Fire training is held each two years for all employees

Emergency response forms part of the initial induction training in addition to an emergency response practice drill carried out annually.

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## 6 REFERENCE/ASSOCIATED DOCUMENTS

Document Number	Document Title or Information Source	Location
HSE-09	HSE Management Plan	
HSE-09	Emergency Contacts Listing	
HSE-13	Fire extinguisher register & maintenance records	
HSE- 05	Training Register	

## 7 DOCUMENT CONTROL

Version	Date	Description	Author	Approved
V1	Feb 18	HSE-09 Emergency Procedures	Dave Penney	