

AWE EMERGENCY PLAN

The Paddocks, Kybes Lane, Grazeley, Wokingham

RESPONSE TO INCIDENT AT AWE BURGHFIELD

1.0 EMERGENCY PLAN

1.1 In the event of an incident being declared at Burghfield such as an Offsite Radiation Emergency, AWE will send a notification over the local landline network. In the event of an incident being declared the following measures will be followed for preservation of life.

- Until such time as each pitch can be provided with a brick-built dayroom or amenity building, all persons will be directed to the permanent dayroom building on Plot 1 which will be used to its full capacity-in the event of an incident being declared. In these scenarios the preservation of life has to take priority over the maximum capacity holdings for normal buildings (i.e., fire etc.). The above building will be used due to having electrical power, toilets-showers and provision of fresh water that can be used. It is deemed the most suitable for the purpose of housing persons undercover. All windows and doors will be shut, and any exterior air source equipment will be isolated and seating provided.
- All persons on site will be directed inside and, once there, a muster list will be taken. This will be taken by the nominated person (Site Coordinator) or, nominated deputy.
- This building will house the site occupants until such time as it is deemed suitable to return to a normal situation and the following means will be used to communicate with the emergency services:
- AWE will send a notification over the local landline network in the event of an incident being declared. People on site will be requested not to use landlines or mobiles as this will take up capacity in the network. Local radio and TV news stations will also receive regular updates as part of the Emergency Services own emergency response plans. To summarise the only direct means of contact will be by the following means and the instructions below must be followed:
 - Telephones both mobile and landline (to also communicate between site residents for emergency control)
 - TV Networks
 - Local TV news channels

- Local radio stations will also be monitored for information, see below:
 - Heart Berkshire – 97,102.9 & 103.4 MHz
 - Fox FM – 102.6 MHz
 - BBC Radio Berkshire – 94.6, 95.4, 104.1 & 104.4 MHz

1.2 The dedicated landline (Number TBA) will be manned by a nominated individual for the purpose of receiving updates, or notifications from AWE.

1.3 The Site Coordinator and all other persons on site at the time of the emergency being declared will need to take the following actions to ensure in a timely manner that:

- A PA/Tannoy System will be employed for initial directions to site occupants to direct them to the undercover building. A practice of this system will take place on a regular basis: at least twice per year.
- Emergency packs, not stored within a permanent, brick-built dayroom/amenity building, to be immediately transferred to such a building.
- All windows and doors will be shut, and any exterior air source equipment will be isolated.
- Contact with the emergency services exterior to AWE will be made.
- Due to the possibility of overcrowding due to numbers on site, the local Council and Emergency Services will be contacted and information including numbers of persons will be given. This information will be given in case of an urgent evacuation being required to a larger building.
- Dedicated number will be provided (TBA) to the emergency services for the purpose of resolute and concise communications.

What to do in the event of a radiation on emergency at the AWE site

IF you get a call or find out that there is a radiation on emergency about AWE, then follow the steps below:

Evacuate - Once in a permanent dayroom/amenity building, Please take off your outer layer of clothing, wash your hands, face, and other exposed body parts.

Stay put - Close and stay away from all windows and doors. turn off any fans that could draw in air from outside.

Tune in - Tune in to local radio and TV. Advice and updates will also be given on news websites and social media.

Don't use your phone - Don't use your landline or mobile unless there is a separate emergency. This could overload the system and should be left clear for the emergency services.

Don't leave the area - Don't leave the area unless told to do so by the emergency services. You will be much safer indoors.

2.0 INCIDENT KIT & EQUIPMENT LIST

Emergency Pack sufficient for the number of members in each Household to include:

48-hour Emergency Ration Packs of assorted meals

Packets of assorted biscuits

Boxes of crisps

Multi adaptor phone charger

Large 1st aid kit.

Boardgames

Sleeping bags.

Emergency pack will be stored inside each mobile home and, be taken to the existing dayroom building on Plot 1 upon declaration of an emergency. Emergency packs to be stored within any brick-built dayrooms/amenity buildings, rather than within mobile homes, where possible. A loud hailer to be stored within the existing dayroom building on Plot 1.

It is the responsibility of the heads of each household to purchase these items and ensure they are in date and that the equipment is in working order. The Site Coordinator will ensure that this has been done on the first day of each month and, that items that are broken or out of date are replaced.

3.0 IMPLEMENTATION

- 3.1 The site resident who receives the Emergency notification that the site needs to enact its Emergency Plan will in the first instance broadcast the below message through the load hailer.

TANOY MESSAGE: "Attention, I have a message for you, this site is to start its Emergency Plan, all personnel are to enter the buildings, shut the doors and windows and await further instruction."

The message is to be repeated twice.

After this message has been communicated and all personnel are inside a permanent, brick-built building the below actions will be undertaken.

Site-Lockdown

Entrance points (e.g.doors windows) should be secured:

All external persons will be informed via PA/Tannoy to enter a permanent building. External doors and windows to be closed.

A muster list will be prepared, notification to local Council/Emergency Services.

Communication arrangements:

Landline Telephone, Mobile Telephone, local Radio Updates and Local TV News Updates.

Notes:

Once the building has been locked down occupants must not leave the building until authorised by the emergency services.

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| 1. | Broadcast the emergency plan message, and ensure the Site Coordinator is aware that the emergency plan has started. | Person receiving the alert via landline |
| 2. | Immediately gather all site occupants and emergency provisions inside the building and take a register. When taking the register note any vulnerable medical needs which can either be catered for or communicated back to the emergency services. | Site Coordinator |
| 3. | Lock and secure all entrance points (e.g., doors, windows). | Site Coordinator |
| 4. | Turn off external ventilation systems | Site Coordinator |
| 5. | If required individuals can undertake self-decontamination in the bathroom areas | Individuals |
| 5. | Avoid using fixed line telephone so that the emergency services can contact the building | Site Coordinator |
| 6. | After the hazard has passed through the area, the emergency services will provide an all-clear message. | Emergency services. |

4.0 Emergency Response Plan

4.1 Distribution

The plan has been distributed to all households living on the site and displayed within each mobile home or brick-built dayroom/amenity building.

4.2 Notification

Individuals affected by the Procedure or any amendment; including all site residents and, visitors to the site shall be notified.