



DTL-HSE-PRO-0020

Emergency Management Procedure

DTL Health & Safety Management System

Doc No: DTL-HSE-PRO-0020

Version: 1.0 — Apr 2026

Review: Apr 2027

Owner: Annelize Van Tonder

Purpose: Describes how DTL prepares for and responds to emergencies — fire, injury, spill, rescue — to protect people and limit harm.

1 · Purpose & Scope

Describes how DTL prepares for and responds to emergencies — fire, injury, spill, rescue — to protect people and limit harm.

2 · Emergency Arrangements

- site emergency plans, assembly points and wardens identified before work;
- first aid kits and trained first aiders available appropriate to the risk;
- emergency equipment (extinguishers, spill kits, rescue gear) provided and inspected;
- emergency drills conducted and recorded;
- incidents reviewed and arrangements improved.

3 · In an Emergency

1. make the area safe and protect life first;
2. raise the alarm and call 000 if required;
3. evacuate to the assembly point and account for all persons;
4. for notifiable incidents, preserve the scene and notify WorkSafe WA on 1800 777 209.

4 · Responsibilities

- **Management** — provide resources, set expectations and review effectiveness.
- **Supervisors** — apply this procedure on site and verify controls.
- **Workers & contractors** — follow this procedure and report issues.

5 · References

- DTL-HSE-PRO-0006 Emergency Response Plan
- DTL-HSE-FRM-0005 First Aid Record
- DTL-HSE-CHK-0011 Emergency Drill Record

Approval

Approved for issue

Tyson Knight — Director
27 May 2026

