

## Pre planning is important

Although we enjoy the change of seasons from the sweltering heat of summer to the coolness of fall, the change also signals uncertain weather patterns.

At this time of the year, rain can rapidly change to sleet, ice, hail and snow when temperatures plunge below freezing. This means that you should begin to consider preparations for the winter:

- Ensure that the employee emergency plan is reviewed and ready
- Keep a kit filled with emergency supplies in each vehicle
- Ensure that employees are properly trained on emergency procedures
- Ensure that employees are properly trained on how to utilize the supply kit

### Keep an Emergency Kit in each vehicle that includes:

- A copy of the company's emergency action plan, particularly as applicable to field operations and work-related business
- Drinking water
- First aid kit that includes bandages and antiseptic
- High-calorie food such as energy bars that does not require cooking
- Radio
- Flashlight and extra batteries in the correct size
- Blanket
- Emergency banner that says "Call Police" or "Need Help"
- Lidded bucket
- Plastic trash bags
- Universal manual cell phone charger
- Any other items that may be useful
- A concise inventory of the contents of the kit



### Employee Training Procedures for Winter

Ensure that workers are appropriately trained on what to do if they become stranded due to winter weather. They should:

- Ensure that vehicle maintenance is completed prior to the onset of winter so that it will be road-worthy.
- Never attempt to drive until they are aware of the road and weather conditions and have planned a safe route.
- Follow safe driving procedures, particularly any conditions issued by local authorities.
- Never leave a stranded vehicle unless appropriate shelter is close by. If possible, leave a note stating where you have taken shelter so that rescuers will know where you are.
- Safely pull to the shoulder of the road and put on your hazard flashers.
- Mount the distress banner or flag from a window or radio antennae.
- Conserve fuel by only running the engine and heater approximately 10 minutes out of each hour. Remember to slightly lower a window that is downwind so that you are not in danger of being poisoned by carbon monoxide.
- Stay warm by using blankets, coats, spare clothing such as coveralls, or huddling with others who are stranded with you.

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