



Overall Emergency Response Plan for HSE Emergencies

I. Basic Information of the Plan

Management Identification	Document No.: CLADDING-HSE-PD-43 Effective Date: January 10, 2026 Filing Entities: HSE Department of COMPANY, Local Emergency Management Bureau
Compilation Department	Quality, Safety and Environmental Protection Department
Valid Period	Effective from January 1, 2025; revised every 3 years. Under special circumstances (such as changes in laws and regulations, major incidents), it shall be revised within 30 days.

II. General Provisions

Article 1 Purpose and Basis for Compilation

- Purpose:** To standardize the emergency management and response procedures for Health, Safety and Environment (HSE) emergencies of the company, implement emergency rescue in a timely and effective manner, minimize casualties, property losses, environmental impacts and social impacts, ensure the stable operation of core businesses such as material storage, loading and unloading transportation, equipment maintenance, and equipment installation and commissioning, and maintain the company's safe production and social stability.
- Basis:** "Work Safety Law of the People's Republic of China", "Emergency Response Law of the People's Republic of China", "Regulations on Emergency Response to Work Safety Accidents", "Regulations on the Safety Management of Hazardous Chemicals", "HSE Emergency Management Measures of COMPANY", "Emergency Disposal Specifications for Material and Equipment Business of COMPANY" and the company's HSE management system documents.

Article 2 Scope of Application

This plan applies to all HSE emergencies occurring in the company's production and operation areas and operation activities, including but not limited to:

1. **Work Safety Accidents:** Fire and explosion (hazardous goods in storage, hot work), leakage of hazardous chemicals (hydraulic oil, welding gas), special equipment accidents (forklift/crane overturning, pressure vessel rupture), personal injuries (falling from heights, electric shock, poisoning and suffocation), traffic accidents (material transportation, dangerous goods escort);
2. **Natural Disasters:** Earthquakes, floods, typhoons, waterlogging in storage areas and equipment overturning caused by heavy rains;
3. **Public Health Incidents:** Infectious disease outbreaks among operators (such as influenza, COVID-19), food poisoning;
4. **Social Security Incidents:** Terrorist attacks, mass incidents, theft and vandalism (such as theft of dangerous goods).

Article 3 Work Principles

1. **People-oriented, Safety First:** Give priority to ensuring the safety of personnel involved and minimize the risk of casualties to the greatest extent;
2. **Unified Leadership, Level-by-level Responsibility:** Establish a three-level structure of "Emergency Command Center - On-site Command Post - Emergency Rescue Working Group" and implement disposal responsibilities according to the incident level;
3. **Prevention First, Combination of Routine and Emergency:** Strengthen daily risk monitoring and early warning, achieve "early detection, early reporting, early disposal", and maintain the emergency team on standby regularly;
4. **Rapid Response, Coordination and Linkage:** Adopt professional disposal methods according to the type of incident, and link with external rescue forces (firefighting, hospitals, government departments) when necessary;
5. **Rely on Science, Improve Quality:** Use information-based monitoring methods (such as GPS, gas detectors), strengthen emergency training and drills, and improve disposal capabilities;
6. **In Accordance with Laws and Regulations, Clear Rewards and Punishments:** Abide by national emergency management laws and regulations, implement rewards and accountability after the incident, and promote the continuous improvement of the plan.

III. Emergency Organization and Responsibilities

Article 4 Establishment of Organizational Structure

The company has established a three-level emergency structure of "Emergency Command Center - On-site Command Post - Emergency Rescue Working Group" and implements the "commander-in-chief responsibility system":

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  A[Emergency Command Center] --> A1[Commander-in-Chief: General Manager]
  A --> A2[Deputy Commander-in-Chief: Deputy General Manager in Charge of Safety/Business Supervisor]
  A --> A3[Members: Heads of Various Departments + External Experts]
  A --> B[On-site Command Post]
  B --> B1[On-site Commander: Head of the Unit Where the Incident Occurs]
  B --> B2[On-site Deputy Commander: Head of the Professional Department]
  A --> C[Emergency Rescue Working Group]
  C --> C1[Emergency Rescue Team]
  C --> C2[Medical Rescue Team]
  C --> C3[Alert and Evacuation Team]
  C --> C4[Logistics Support Team]
  C --> C5[Information Release Team]
  C --> C6[Environmental Monitoring Team]
  C --> C7[Communication and Liaison Team]
  C --> C8[Aftermath Handling Team]
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Article 5 Responsibilities of the Organizational Structure

(I) Emergency Command Center

1. Commander-in-Chief (General Manager):

- Approve the activation/termination of the emergency plan and issue emergency disposal instructions;
- Coordinate and allocate the company's emergency resources (personnel, materials, vehicles, funds);
- Make major decisions (such as requesting external rescue, stopping production and evacuation, information release);
- Report major incidents to higher-level units (HSE Department of Pipeline Bureau) and local government departments.

1. Deputy Commander-in-Chief:

- Assist the Commander-in-Chief in his work and perform his duties when the Commander-in-Chief is absent;
- Organize the revision, training and drills of the plan, and supervise the emergency preparation work;
- Coordinate to solve on-site disposal problems and review the emergency disposal report.

1. Member Units:

- Quality, Safety and Environmental Protection Department: Take the lead in plan management, risk assessment and incident investigation;
- Business Department/Equipment Department: Provide business and technical support and participate in emergency rescue and disposal;

- Administration Department/Human Resources Department: Responsible for medical rescue, personnel placement and logistics support;
- Finance Department: Ensure emergency special funds and participate in loss statistics and insurance claims;
- External Experts: Provide professional technical guidance (such as special equipment rescue, environmental restoration).

(II) On-site Command Post

1. On-site Commander (Head of the Unit Where the Incident Occurs):

- Organize the implementation of on-site emergency disposal and implement the instructions of the Command Center;
- Coordinate the linkage of various working groups on site and report the disposal progress in real time;
- Demarcate the alert area, organize the evacuation of personnel and protect the accident site;
- Cooperate with the subsequent accident investigation and provide on-site disposal records.

1. On-site Deputy Commander: Assist the on-site commander and be responsible for special disposal (such as technical support, medical rescue).

(III) Emergency Rescue Working Group

Name of Working Group	Composing Departments	Core Responsibilities
Emergency Rescue Team	Business Department, Equipment Department	Fire fighting, leakage plugging, equipment rescue (such as crane overturning correction), cutting off hazardous sources (power/gas cut-off)
Medical Rescue Team	Administration Department (with at least 2 personnel holding first-aid certificates)	Preliminary treatment of injured personnel (hemostasis, bandaging, cardiopulmonary resuscitation), contacting 120, tracking medical conditions

Alert and Evacuation Team	Security Team, Unit Where the Incident Occurs	Setting up alert areas, prohibiting unrelated personnel from entering, directing traffic, organizing personnel evacuation
Logistics Support Team	Administration Department, Finance Department	Providing emergency materials (fire extinguishers, first-aid kits, protective equipment), vehicle scheduling, food and warmth support
Information Release Team	Administration Department, Quality, Safety and Environmental Protection Department	Compiling incident notices, connecting with the media, releasing early warning/disposal information, public opinion management
Environmental Monitoring Team	Quality, Safety and Environmental Protection Department, External Institutions	Detecting air/water/soil pollution, assessing environmental impacts, guiding pollution remediation
Communication and Liaison Team	Administration Department	Maintaining internal and external communication (walkie-talkies, emergency phones), recording disposal time nodes, conveying instructions
Aftermath Handling Team	Human Resources Department, Finance Department	Personnel placement (family condolences, work-related injury compensation), property loss statistics, insurance claims, environmental restoration

IV. Prevention and Early Warning

Article 6 Risk Prevention and Monitoring

1. Hazardous Source Control:

- Establish a file of major hazardous sources (such as dangerous goods warehouses, cranes, pressure vessels) and update it once a year;
- Implement hierarchical monitoring: Install high-definition monitoring and gas detectors in high-risk areas (dangerous goods storage areas) and transmit data to the Emergency Command Center in real time;
- Daily inspection: Inspect emergency materials daily, conduct weekly operation risk investigation, and maintain special equipment monthly.

1. Personnel Preparation:

- Establish an emergency team: 20 full-time personnel (emergency rescue/medical/alert), 50 part-time personnel (seconded from various departments), 10 experts (external technical support);
- Training and assessment: New employees receive no less than 4 hours of emergency training before taking up their posts; in-service employees receive no less than 8 hours of re-training every year; those who fail the assessment shall not participate in emergency work;
- Drill plan: Conduct company-level comprehensive drills once a year, special drills (fire/leakage) once every six months, on-site disposal drills once a quarter, and table-top drills twice a year.

1. Operation Control:

- For high-risk operations (hot work, confined space work, hoisting), permits must be obtained and supervision measures must be implemented;
- Implement "classified storage and double-person double-lock" for dangerous goods storage; transport vehicles are equipped with GPS and emergency contact cards;
- Develop special disposal cards (such as "1-minute leakage disposal process") and post them in prominent positions in the operation area.

Article 7 Early Warning Classification and Release

(I) Early Warning Classification (Divided into Four Levels According to the Degree of Hazard and Scope of Impact)

Early Warning Level	Identification Color	Trigger Conditions	Example Scenarios
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Level I (Extremely Serious)	Red	3 or more deaths / 10 or more serious injuries, or direct economic loss \geq 10 million yuan, or serious environmental pollution/social impact	Large-scale explosion of dangerous goods in the storage area, crane overturning causing multiple casualties, typhoon destroying storage facilities
Level II (Serious)	Orange	1-2 deaths / 3-9 serious injuries, or direct economic loss of 5-10 million yuan, or relatively large environmental impact/social impact	Large-scale leakage of hydraulic oil polluting water bodies, forklift overturning causing 1 death, spread of infectious disease epidemic
Level III (Relatively Serious)	Yellow	1-2 serious injuries / 3-9 minor injuries, or direct economic loss of 1-5 million yuan, or local environmental impact	Small fire caused by hot work (burned area $<$ 10 m ²), 1 serious injury caused by falling from heights, waterlogging in the storage area due to heavy rain
Level IV (General)	Blue	1-2 minor injuries, or direct economic loss $<$ 1 million yuan, no environmental/social impact	Minor oil leakage (\leq 5L), equipment damage caused by electrical short circuit, minor scald of a single person

(II) Early Warning Release Process

- 1. Information Collection:** The Emergency Command Center obtains abnormal information through on-site reports, monitoring systems, equipment alarms, meteorological early warnings and other channels;

2. **Risk Assessment:** The Quality, Safety and Environmental Protection Department, together with the business department, analyzes the information and determines the early warning level based on historical data;

3. **Approval and Release:**

- Level I/II Early Warning: Approved by the Commander-in-Chief and released through emergency broadcasts, WeChat groups, walkie-talkies and text messages;
- Level III/IV Early Warning: Approved by the Deputy Commander-in-Chief and communicated to relevant personnel by the head of the unit where the incident occurs;

1. **Early Warning Response:**

- Level I/II: All emergency teams are on standby 24 hours a day, and emergency materials are transported to the designated location;
- Level III/IV: Relevant working groups are on standby, and on-site personnel make disposal preparations (such as checking fire extinguishers, evacuation routes);

1. **Early Warning Cancellation:** After the risk is eliminated, the original approver approves the cancellation of the early warning and stops the emergency preparation.

V. Emergency Response

Article 8 Information Reporting Process

(I) Reporting Time Limit and Procedure

Incident Level	Reporting Entity	Internal Reporting Time Limit	External Reporting Time Limit (Government Departments)	Reporting Objects
Level I	Unit Where the Incident Occurs	Within 10 minutes to the Command Center	Within 1 hour (approved by the Commander-in-Chief)	HSE Department of Pipeline Bureau, Local Emergency Management Bureau, Fire Brigade, Health Commission, Public Security Bureau, Ecological Environment Bureau

Level II	Unit Where the Incident Occurs	Within 15 minutes to the Command Center	Within 2 hours (approved by the Commander-in-Chief)	HSE Department of Pipeline Bureau, Local Emergency Management Bureau, Fire Brigade, Relevant Competent Departments (such as Health Commission/Ecological Environment Bureau)
Level III	Unit Where the Incident Occurs	Within 30 minutes to the Command Center	Generally no need to report (except for special circumstances)	HSE Department of Pipeline Bureau (if necessary)
Level IV	Unit Where the Incident Occurs	Within 1 hour to the Command Center	No need to report	None

(II) Reporting Content

- 1. Basic Information of the Incident:** Time, location and type of occurrence (fire/leakage/accident, etc.);
- 2. Casualties and Property Losses:** Number of casualties, degree of injury, preliminary statistics of damaged equipment/materials;
- 3. On-site Status:** Measures already taken (such as fire fighting, plugging), development trend of the incident;
- 4. Support Needs:** Resources needed from the company or external parties (such as rescue equipment, medical forces).

Article 9 Response Classification and Disposal

(I) Response Classification (Divided into Three Levels According to the Severity of the Incident)

Response Level	Activation Conditions	Command Entity	Core Disposal Measures
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Level I Response (Major)	Trigger Level I early warning conditions (such as 3 or more deaths, loss ≥ 10 million yuan)	Company Emergency Command Center + External Rescue	Fully mobilize the company's resources, request support from the group/government, be on duty 24 hours a day, and implement overall control
Level II Response (Relatively Major)	Trigger Level II early warning conditions (such as 1-2 deaths, loss of 5-10 million yuan)	Company Emergency Command Center	Mobilize the company's emergency team, implement key area control, and request local rescue (such as fire fighting/medical treatment) when necessary
Level III Response (General)	Trigger Level III/IV early warning conditions (such as minor injuries, loss < 1 million yuan)	On-site Command Post	The unit where the incident occurs organizes disposal, the company provides technical/material support, and implements local control

(II) Key Points for Disposal of Typical Incidents

1. Fire and Explosion Accidents (Taking Fire of Dangerous Goods in the Storage Area as an Example):

- **Preliminary Disposal:** On-site personnel immediately use dry powder fire extinguishers to put out the initial fire, cut off the power/gas source, and evacuate personnel in the surrounding area;
- **Professional Disposal:** The Emergency Rescue Team uses fire-fighting sand to cover the burning materials (water is prohibited for oil fires) and cool the adjacent oil drums; the Alert and Evacuation Team sets up a 50-meter alert area and guides fire-fighting vehicles to enter; the Medical Rescue Team treats burned personnel and contacts 120;
- **Subsequent Disposal:** After the fire is put out, the Environmental Monitoring Team detects the air quality to prevent re-ignition; the Aftermath Handling Team counts the losses and cooperates with the investigation.

1. Hazardous Chemical Leakage (Taking Hydraulic Oil Leakage as an Example):

- **Preliminary Disposal:** Close the oil drum valve, use absorbent cotton to block the leakage point, and prohibit fire sources from approaching;
- **Professional Disposal:** The Emergency Rescue Team uses sandbags to build dikes to intercept the leaked oil and prevent it from flowing into the sewer; the Environmental Monitoring Team detects soil/water pollution; the Logistics Support Team provides explosion-proof tools and absorbent cotton;
- **Subsequent Disposal:** Recover the leaked oil into a special container and entrust a qualified unit to dispose of it; carry out soil remediation in the polluted area.

1. Personal Electric Shock Accidents:

- **Preliminary Disposal:** Immediately cut off the power supply (pull the switch/use an insulated rod to pick up the wire), and prohibit direct contact with the electrocuted person;
- **Professional Disposal:** The Medical Rescue Team checks the consciousness/breathing of the person, performs cardiopulmonary resuscitation immediately if there is no breathing, and dials 120; the Emergency Rescue Team tests the insulation resistance of electrical equipment to eliminate faults;
- **Subsequent Disposal:** Find out the cause of electric shock (such as poor grounding) and resume power supply after rectification.

(III) Termination of Response

When the following conditions are met, the original approver announces the termination of the emergency response:

1. The incident is completely controlled, and there is no risk of secondary/derived incidents;
2. The injured personnel have received proper treatment, and the evacuated personnel have returned safely;
3. The on-site cleaning is completed, and the environmental monitoring meets the standards;
4. The emergency disposal records are complete, and the loss statistics are initially completed.

Article 10 Emergency Expansion and External Cooperation

1. **Emergency Expansion:** If the incident expands (such as fire spread, leakage diffusion), the On-site Command Post immediately reports to the Command Center, upgrades the response level, and requests external support (such as the group emergency team, local fire brigade);
2. **External Cooperation:** The company signs emergency cooperation agreements with local fire brigades, hospitals, environmental protection agencies, and crane rescue units, clarifying the response time (≤ 30 minutes) and support content (such as large cranes, medical rescue), and conducts joint drills regularly.

VI. Subsequent Disposal

Article 11 Aftermath Handling

1. Personnel Placement:

- **Injured Personnel:** The Human Resources Department tracks medical treatment and coordinates work-related injury identification and compensation;
- **Families of Deceased Personnel:** The Aftermath Handling Team pays home visits and condolences, negotiates funeral expenses and pension, and provides psychological counseling;
- **Evacuated Personnel:** The Administration Department arranges temporary resettlement sites, ensures food/accommodation, and organizes their return after the site is safe.

1. Property Recovery:

- **Damaged Equipment:** The Equipment Department organizes maintenance or replacement, and it can be used only after passing the acceptance;
- **Polluted Areas:** Entrust a qualified unit to carry out soil/water remediation, and resume operations after passing the inspection;
- **Production Recovery:** The unit where the incident occurs formulates a production resumption plan, and gradually resumes production after passing the safety assessment.

1. Insurance Claims:

- The Finance Department notifies the insurance company to file a claim within 24 hours after the incident;
- Collect claim materials (accident report, loss list, medical bills) and cooperate with the insurance company's survey;
- Track the claim progress to ensure the compensation funds arrive in time.

Article 12 Accident Investigation and Evaluation

1. Investigation Organization:

- **Level I/II Incidents:** Led by government departments, with the company's cooperation to establish an investigation team;
- **Level III Incidents:** The company establishes an investigation team (headed by the Commander-in-Chief, with members including the Quality, Safety and Environmental Protection Department, Business Department, and Human Resources Department);

1. Investigation Content:

Causes and process of the incident, casualties/losses, compliance of emergency disposal, and responsibility determination;

2. **Evaluation and Summary:** The Emergency Command Center shall compile the "Emergency Disposal Evaluation Report" within 15 days after the incident, which includes:
 - Timeliness of emergency response and effectiveness of disposal measures;
 - Sufficiency of emergency resources and smoothness of coordination among various teams;
 - Deficiencies in the plan and suggestions for revision.

Article 13 Plan Revision and Improvement

1. **Revision Cycle:** The emergency plan shall be revised every 3 years. If the following circumstances occur, it shall be revised within 30 days:
 - Changes in national laws and regulations/group regulations;
 - Adjustment of organizational structure and changes in emergency resources;
 - Major problems found in drills/incident disposal;
1. **Revision Process:** The Quality, Safety and Environmental Protection Department collects opinions → organizes expert review → submits to the Command Center for approval → releases and implements → files (Pipeline Bureau + local government);
2. **Continuous Improvement:** Based on the drill results and incident experience, optimize the disposal process, material configuration and training content, and improve the emergency capability.

VII. Emergency Support

Article 14 Personnel Support

1. **Emergency Team:**
 - **Full-time Team:** 20 personnel (including 10 for emergency rescue, 3 for medical care, 7 for alert), on standby 24 hours a day;
 - **Part-time Team:** 50 personnel (seconded from various departments), assemble within 30 minutes after receiving the instruction;
 - **Expert Team:** 10 personnel (special equipment, environment, medical fields), provide technical support;
1. **Training and Drills:**
 - **Training Content:** Plan process, disposal skills (fire extinguisher operation, cardiopulmonary resuscitation), risk identification;
 - **Drill Requirements:** Formulate a plan before the drill, evaluate and summarize after the drill, and retain videos/records;

1. **Incentive Mechanism:** Commend units/individuals who have performed outstandingly in emergency work (circular of praise, bonus) and include them in the annual excellent selection.

Article 15 Material Support

1. Material Configuration (Stored by Area):

Storage Area	Material Type	Specific Configuration
Emergency Warehouse	Rescue Tools	2 sets of rescue tripods, 2 sets of jacks (50 tons), 1 set of explosion-proof tools, 1 set of insulated tools
Storage Area	Fire-fighting Materials	1 piece of 4kg dry powder fire extinguisher per 50 m ² , 2m ³ of fire-fighting sand, 5 fire blankets
Operation Area	Medical/Protective Materials	2 first-aid kits (including tourniquets, burn ointment), 4 positive pressure air breathing apparatus, 20 sets of anti-static clothing/shoes, 10 gas masks
Command Center	Communication/ Lighting Materials	10 explosion-proof walkie-talkies, 5 sets of emergency lighting, 3 emergency phones (uninterrupted 24 hours)

1. Material Management:

- The Quality, Safety and Environmental Protection Department establishes a material account, conducts inventory once a month, and replaces damaged/expired materials in a timely manner;
- Post signs at the storage locations of emergency materials, and prohibit embezzlement; in case of emergency, materials can be used first and then go through the formalities.

Article 16 Fund and Communication Support

1. Fund Support:

- Set up a special emergency fund (not less than 0.5% of the annual operating income), managed by the Finance Department;
- Fund Uses: Material procurement, drill training, incident disposal, compensation and condolence;
- Allocation Mechanism: In case of emergency, the Commander-in-Chief may approve the advance allocation, and then complete the approval procedures.

1. Communication Support:

- **Internal Communication:** Explosion-proof walkie-talkies cover all operation areas, and emergency phones are posted in various areas (such as storage areas, operation areas);
- **External Communication:** Keep the contact numbers of the local Emergency Management Bureau (12345), Fire Brigade (119), Hospital (120), and HSE Department of Pipeline Bureau, and ensure 24-hour communication;
- **Backup Communication:** Equip with satellite phones (to cope with signal interruption caused by extreme weather).

Article 17 Technical Support

1. Information Support:

- **Monitoring System:** Install high-definition monitoring and AI behavior recognition (such as illegal hot work) in high-risk areas (dangerous goods storage areas, loading and unloading areas);
- **Early Warning System:** Combustible gas detectors, smoke detectors, and meteorological monitoring equipment transmit data to the Command Center in real time;
- **Plan Digitization:** Enter the emergency plan, disposal process, and contact list into the company's OA system for easy access at any time.

1. **External Technical Cooperation:** Sign agreements with emergency technical institutions (such as special equipment rescue companies, environmental monitoring stations) to provide professional technical support.

VIII. Rewards and Punishments

Article 18 Rewards

Units/individuals that meet the following circumstances in emergency work shall be commended and rewarded:

1. Those who discover major risks in a timely manner and avoid the occurrence of incidents;

2. Those who perform outstandingly in emergency disposal and effectively reduce casualties/property losses;
3. Those who provide key technical support and promote the rapid control of incidents;
4. Those who organize drills in place and significantly improve emergency capabilities.

Reward Methods: Circular of praise, cash reward (500-5000 yuan), priority in excellent selection, and recognition for meritorious service.

Article 19 Accountability

For the following circumstances, the relevant units/personnel shall be held accountable in accordance with regulations:

1. Failure to perform risk prevention duties, leading to the occurrence of incidents;
2. Delayed reporting, concealment or false reporting after the incident, delaying disposal;
3. Absence from duty or refusal to implement instructions during emergency disposal, leading to the expansion of the situation;
4. Embezzlement of emergency materials/funds, affecting the disposal effect.

Accountability Methods: Circular of criticism, economic penalty (deduct 10%-50% of performance), administrative sanction (demotion, dismissal), and transfer to judicial organs if it constitutes a crime.

IX. Supplementary Provisions

Article 20 Plan Filing and Interpretation

1. This plan shall be filed with the HSE Department of Pipeline Bureau and the local Emergency Management Bureau, and accept their supervision and guidance;
2. This plan shall be interpreted by the company's Quality, Safety and Environmental Protection Department.

Article 21 Special Plans and Appendices

1. This plan is a general plan, and supporting plans such as "Special Emergency Response Plan for Fire and Explosion", "Special Emergency Response Plan for Hazardous Chemical Leakage", and "Special Emergency Response Plan for Special Equipment Accidents" shall be formulated;
2. Appendices include:
 - Appendix A: Emergency Organization and Contact List (including internal and external phone numbers);
 - Appendix B: Emergency Material List and Storage Location Table;
 - Appendix C: Emergency Evacuation Route Map (for each operation area);

- Appendix D: Emergency Incident Report Form (template);
- Appendix E: External Emergency Cooperation Unit Agreement (sample);
- Appendix F: Emergency Disposal Evaluation Report (template).