



HSE On-Site Emergency Response Card

Basic Information

Management Identification	Document No.: CLADDING-HSE-PD-47 Effective Date: January 1, 2026 Compiling Department: Quality, Safety and Environmental Protection Department
Scope of Application	All production and operation sites of the company, with key coverage of: 1. Material warehousing areas (dangerous goods / general materials); 2. Loading and unloading operation areas (forklifts / cranes); 3. Equipment maintenance workshops; 4. Equipment installation sites; 5. Outdoor transportation / storage yards
Usage Instructions	1. This card is posted in prominent positions in each operation area (e.g., entrance of warehousing area, wall of maintenance workshop); 2. On-site personnel must memorize key steps and participate in 2 practical training sessions annually; 3. The location of emergency materials is marked on the card to ensure quick access

I. Fire Accident Emergency Response Card (Key Scenarios: Warehousing Area / Hot Work Area)

(I) Initial Fire Handling ($\leq 10 \text{ m}^2$, Oil / Electrical / Solid Fires)

Step	Operation Points	Scenario Association and Material Location	Risk Tips
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<p>1. Alarm</p>	<p>① Call for support from surrounding personnel and clearly state "Fire in XX area (e.g., Warehouse Area 1 / Hot Work Point)"; ② Press the nearest fire alarm button (1 per 20m in warehousing areas, fixed near hot work areas); ③ Dial the internal fire-fighting number: 8888, and report "Location + Fire Type (e.g., Oil Drum Fire / Cable Fire)"</p>	<p>Applicable to scenarios such as hydraulic oil leakage fires, packaging material fires, and hot work igniting cotton yarn; Location of fire alarm buttons: Columns in warehousing areas, wall of operation room in loading and unloading areas</p>	<p>Falsely reporting fire is prohibited to avoid occupying emergency resources; Guide rescuers at the intersection after alarming</p>
<p>2. Fire Extinguishing</p>	<p>① Oil fires (hydraulic oil / diesel oil): Use dry powder fire extinguishers (1 per 50 m² in warehousing areas, stored in red cabinets) with the four-step method of "Lift, Pull, Squeeze, Sweep", aiming at the root of the flame; ② Electrical fires (distribution boxes / motors): Use carbon dioxide fire extinguishers (special cabinet at the entrance of maintenance workshop), cut off power first before extinguishing; ③ Solid fires (cartons /</p>	<p>Check the pressure of fire extinguishers (valid in green zone), and ensure fire sand is dry and free of debris; An additional 2 units of 4kg dry powder fire extinguishers are equipped in hot work areas, with a distance of ≤5m from the work point</p>	<p>① Using water to extinguish oil / electrical fires is prohibited; ② Maintain a safe distance of 2-3 meters and extinguish in the downwind direction; ③ Check for re-ignition points after extinguishing</p>

	wood): Fire sand (2m ³ stacked in the corner of warehousing area) can be used for coverage		
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(II) Emergency Evacuation (Fire Spreading / Thick Smoke)

Step	Operation Points	Scenario Association and Material Location	Risk Tips
1. Evacuation	<p>① Follow the emergency broadcast instructions and evacuate along the evacuation route (marked with green arrows in warehousing areas);</p> <p>② Crawl low in thick smoke areas (cover mouth and nose with wet towels, towels are prepared in the emergency cabinet of warehousing areas);</p> <p>③ Taking elevators is prohibited, and stairs / safety exits are preferred</p>	<p>Applicable to scenarios of large-scale fires in warehousing areas and fire spreading in open storage yards; Evacuation route maps are posted at the entrance of each area, and the assembly point is the company square (at the flagpole)</p>	<p>① Do not cling to personal belongings, evacuate quickly; ② Hold the handrail firmly during evacuation to prevent crowding and trampling</p>
2. Head Count	<p>① After arriving at the assembly point, the team leader counts the number of people according to the name list; ② Immediately report</p>	<p>An emergency loudspeaker (managed by the Administration Department) is equipped at the assembly point for</p>	<p>Returning to the site alone for search and rescue is prohibited; it must be accompanied by a professional rescue team</p>

	to the emergency commander (wearing an orange vest on-site) if any person is missing; ③ Do not return to the site without instructions	broadcasting the head count	
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II. Hazardous Chemical Leakage Emergency Response Card (Key Scenarios: Dangerous Goods Warehousing / Loading and Unloading / Transportation)

(I) Small-Scale Leakage ($\leq 10\text{L}/1\text{m}^3$, Hydraulic Oil / Welding Gas / Rust Remover)

Step	Operation Points	Scenario Association and Material Location	Risk Tips
1. Protection	<p>① Hydraulic oil / solvent leakage: Wear anti-static clothing (emergency cabinet in warehousing area) and anti-slip gloves;</p> <p>② Welding gas leakage (acetylene / oxygen): Wear gas masks (filter cartridge is of organic vapor type);</p> <p>③ Rust remover (acidic) leakage: Wear acid and alkali resistant chemical protective clothing (special cabinet in maintenance</p>	<p>Applicable to scenarios of slight damage to oil drums, slight leakage of gas cylinder valves, and excessive spraying of rust removers;</p> <p>Location of protective equipment: Emergency box next to dangerous goods warehousing area, entrance of maintenance workshop</p>	<p>① Damaged protective equipment is prohibited from being used; ② Switching electrical appliances (to prevent sparks) is prohibited when gas leaks</p>

	workshop) and goggles		
2. Handling	<p>① Cut off the source: Close the oil drum valve / gas cylinder angle valve (use explosion-proof wrenches, tool cabinet in warehousing area);</p> <p>② Containment: Use absorbent cotton (white, inside the emergency box) to contain the leaked material to prevent spreading; ③ Collection: Put the leaked material + contaminated absorbent cotton into a special hazardous waste barrel (labeled "Hazardous Waste", stored in the corner of warehousing area)</p>	<p>Dosage of absorbent cotton: 1kg of absorbent cotton for 1L of leaked material; The hazardous waste barrel must be sealed with a cover and transferred to the hazardous waste warehouse by a dedicated person every day</p>	<p>① Random dumping of leaked materials (to prevent soil / water pollution) is prohibited; ② Ventilate for 30 minutes before detecting the concentration ($\leq 1.5\%$ LEL) when gas leaks</p>

(II) Large-Scale Leakage (>10L/1m³, e.g., Oil Drum Rupture / Gas Cylinder Tipping)

Step	Operation Points	Scenario Association and Material Location	Risk Tips
1. Alarm	<p>① Immediately activate the emergency alarm (manual alarms are available in</p>	<p>Applicable to scenarios of oil drum falling and rupturing during loading and unloading, and gas</p>	<p>① Clearly state whether there is an explosion / poisoning risk when alarming; ② Keep away from</p>

	<p>warehousing areas / transport vehicles);</p> <p>② Dial the internal emergency number: 8889, and report "XX area (e.g., Dangerous Goods Warehousing Area / Transportation Intersection) + Leaked Chemical + Quantity";</p> <p>③ Request professional rescue (specify whether fire-fighting / environmental protection support is needed)</p>	<p>cylinder leakage caused by transport vehicle collision;</p> <p>Location of emergency alarm on transport vehicles: Next to the instrument panel in the driver's cab</p>	<p>fire sources (e.g., vehicle exhaust pipes) when gas leaks</p>
2. Risk Control	<p>① Set up warning: Use warning tapes (inside the emergency box) to set up a warning area ($\geq 50\text{m}$ for oil, $\geq 100\text{m}$ for gas), and prohibit unrelated personnel from entering;</p> <p>② Cut off the source: If it is safe to operate, close the main valve (e.g., main valve of oil depot in warehousing area);</p> <p>③ Evacuation: Guide personnel in the downwind direction to the upwind safe area ($\geq 200\text{m}$ from the leakage point)</p>	<p>The warning tape must be fixed firmly, and 2 people are arranged to be on duty (wearing reflective vests); The evacuation route must avoid low-lying areas (to prevent liquid accumulation)</p>	<p>① Blind plugging is prohibited (e.g., for damaged gas cylinder valves, professional personnel are required to operate);</p> <p>② Monitor the concentration while waiting for rescue, and evacuate immediately if the threshold is exceeded</p>

III. Electric Shock Accident Emergency Response Card (Key Scenarios: Equipment Maintenance / Electrical Commissioning / Loading and Unloading Area)

(I) Disconnecting from Power Supply (Core Step to Prevent Secondary Electric Shock)

Step	Operation Points	Scenario Association and Material Location	Risk Tips
1. Power Off	<p>① Give priority to cutting off the main power supply (e.g., red main switch of distribution box in maintenance workshop, electric switch box in loading and unloading area);</p> <p>② If power cannot be cut off, use an insulating rod (tool cabinet in maintenance workshop, dry wood / plastic material) to pick off the wire;</p> <p>③ If the wire falls on the body, wrap it with a dry quilt (emergency cabinet) before moving it away</p>	<p>Applicable to scenarios of electric shock during equipment maintenance, cable damage during commissioning, and electric shock during forklift charging;</p> <p>Location of insulating tools: Electrical tool cabinet in maintenance workshop, with insulation layer checked monthly</p>	<p>① Pulling the electrocuted person or wire directly with hands is prohibited;</p> <p>② Stand on a dry ground (pad with insulating mat) during operation</p>
2. Warning	<p>① Hang a "Personnel Electrocuted, No Switching On" warning sign (inside the emergency box) at the power switch;</p>	<p>The warning sign must be fixed firmly, and the on-duty personnel must be familiar with the electric shock handling process</p>	<p>No one is allowed to enter the warning area before the power supply is cut off</p>

	<p>② Arrange 1 person to be on duty at the power supply to prevent accidental switching on; ③ Use warning tapes to set up an accident area and prohibit unrelated personnel from approaching</p>		
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(II) On-Site First Aid (Coma / No Breathing After Electric Shock)

Step	Operation Points	Scenario Association and Material Location	Risk Tips
1. Assessment	<p>① Gently pat the electrocuted person's shoulders and call out "Can you hear me loudly" to observe if there is a response; ② Approach the nostril to feel the air flow and touch the carotid artery (outside of the neck) to assess breathing / pulse (≤ 10 seconds); ③ If there is no breathing / pulse, dial 120 immediately and call the on-site first aider (wearing a "First Aider" armband)</p>	<p>Applicable to scenarios of loss of consciousness after electric shock; The contact information of first aiders is posted on the emergency phone list in each area</p>	<p>① Randomly moving the neck (to prevent cervical spine injury) is prohibited; ② When calling 120, clearly state "Pipeline Materials Company XX Area + Unconscious due to Electric Shock"</p>
2. Resuscitation	<p>① Chest compressions: Overlap both hands</p>	<p>The AED's battery level must be checked monthly</p>	<p>① Avoid excessive force during compression (to</p>

	<p>and press the midpoint of the line connecting the two nipples, with a depth of 5-6cm and a frequency of 100-120 times per minute; ② Artificial respiration: Tilt the head back and lift the chin to open the airway, pinch the nose and blow air (1 second each time), with a compression: respiration ratio of 30:2; ③ If an AED (Automated External Defibrillator) is available on-site, operate it according to the voice prompts (AED is stored in the Administration Department hall)</p>	<p>(the Administration Department is responsible); The first aid operation must be continued until 120 arrives or the person regains consciousness</p>	<p>prevent rib fractures); ② Attach the AED pads to the correct positions (right side of the chest + lower left abdomen)</p>
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IV. Mechanical Injury Emergency Response Card (Key Scenarios: Equipment Maintenance / Forklift Loading and Unloading / Equipment Installation)

(I) Emergency Shutdown (Equipment Entanglement / Collision)

Step	Operation Points	Scenario Association and Material Location	Risk Tips
1. Shutdown	① Immediately press the emergency stop button of the equipment (red, protruding type,	Applicable to scenarios of hand entanglement by lathe during maintenance,	① Do not approach dangerous parts before shutdown; ② The warning sign must be locked or

	<p>prominent position of the equipment); ② Cut off the equipment power supply (distribution box switch, labeled "Equipment Shutdown"); ③ Hang a "No Startup" warning sign (inside the emergency box) to prevent misoperation</p>	<p>personnel collision by forklift, and mechanical pinch injury during installation; Location of emergency stop buttons: Lathe control panel, next to forklift steering wheel, column of installation equipment</p>	<p>supervised by a dedicated person</p>
2. Rescue	<p>① Observe the injured part (e.g., finger entanglement, leg crush injury), and do not pull or move blindly (to prevent secondary injury); ② Call for assistance from surrounding personnel and report to the team leader immediately (state "Equipment Type + Injured Part"); ③ Prepare the first aid kit (emergency cabinet in each operation area, red box)</p>	<p>The first aid kit is equipped with tourniquets, splints, and sterile gauze; The team leader must contact the company medical room immediately (phone: 8890)</p>	<p>① Do not remove foreign objects embedded in the body by yourself; ② Stop bleeding first when there is heavy bleeding, then wait for rescue</p>

(II) Trauma Treatment (Bleeding / Fracture)

Step	Operation Points	Scenario Association and Material Location	Risk Tips
1. Hemostasis	① Minor bleeding: Directly press the	Applicable to scenarios of knife	① Using iron wires / thin ropes as

	<p>wound with sterile gauze (for 5-10 minutes continuously); ② Severe bleeding (e.g., arterial bleeding): Wrap the tourniquet (inside the first aid kit, 2cm wide) around the proximal end of the wound, with tightness to stop bleeding; ③ Record the time when the tourniquet is applied (relax for 1 time every 30 minutes, 1-2 minutes each time)</p>	<p>scratches during maintenance and cuts by metal parts during loading and unloading; The tourniquet must be applied directly to the skin, and it is prohibited to tie it directly on the wound</p>	<p>tourniquets (to prevent tissue necrosis) is prohibited; ② Relax the tourniquet slowly and observe the bleeding situation</p>
2. Fracture	<p>① Arm / leg fracture: Fix with splints (inside the first aid kit, wood / plastic), and the length of the splint must exceed the upper and lower joints of the fracture; ② Spinal fracture: Keep the injured person lying flat, carry with a hard stretcher (reserved by the Administration Department, apply by calling 8891), and do not turn over; ③ Wrap with bandages after fixation, with tightness that allows 1 finger to be inserted</p>	<p>The splint must be padded with soft cloth (inside the first aid kit) to prevent skin crushing; Location of hard stretchers: Administration Department warehouse, which can be delivered to the site within 20 minutes</p>	<p>① If there is no splint, books / cardboard can be used instead, but they must not be too narrow; ② At least 3 people are required to cooperate during carrying to keep it stable</p>

V. High-Altitude Fall Emergency Response Card (Key Scenarios: Equipment Installation / Warehouse Shelf Maintenance, Height ≥2m)

(I) On-Site Handling (Initial Stage of Fall to Prevent Secondary Injury)

Step	Operation Points	Scenario Association and Material Location	Risk Tips
1. Warning	<p>① Immediately use warning tapes to set up a warning area (10m around the fall point) and prohibit unrelated personnel from entering; ② Arrange 2 people to be on duty to guide the rescue channel (e.g., remove obstacles); ③ If there are live equipment at the fall point, cut off the power immediately</p>	<p>Applicable to scenarios of falling from installation platforms and falling during shelf maintenance; Warning tapes are stored in the emergency box at each high-altitude operation point</p>	<p>① The warning area must cover the possible range of falling objects; ② Smoking / hot work (to prevent sparks from igniting leaked materials) in the warning area is prohibited</p>
2. Inspection	<p>① Call the fallen person softly and observe the state of consciousness (avoid loud stimulation); ② Check breathing (feel air flow at the nostril), pulse (carotid artery), and whether there is heavy bleeding / obvious fracture; ③ Do not move the head / neck randomly</p>	<p>Squat on the side of the injured person during inspection to avoid pressing the injured part; If the person vomits, turn the head to the side (to prevent suffocation)</p>	<p>① Shaking the injured person or forcing them to wake up is prohibited; ② If there is an open wound, cover it with gauze first (to prevent infection)</p>

	(suspected spinal injury)		
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(II) Medical Rescue (Maintain Vital Signs Before Professional Support)

Step	Operation Points	Scenario Association and Material Location	Risk Tips
1. Spinal Protection	<p>① If spinal injury is suspected, immediately take out the neck brace (inside the first aid kit, adjustable size) and pad it on both sides of the neck for fixation; ② Pad blankets / clothes on both sides of the body to prevent turning over; ③ Use a hard stretcher for carrying, with 4 people lifting synchronously (1 person for head, shoulders, waist, and legs respectively)</p>	<p>The neck brace must be adjusted according to the thickness of the injured person's neck, with tightness that allows 1 finger to be inserted; The hard stretcher needs to be scheduled in advance by contacting the Administration Department</p>	<p>① If there is no neck brace, a towel roll can be used instead, but the neck must be kept in a neutral position; ② The injured person is prohibited from raising / lowering the head during carrying</p>
2. Shock Prevention	<p>① If the injured person has pale face and cold limbs, immediately cover them with a quilt (inside the emergency cabinet) to keep warm; ② If there is no fracture, raise the lower limbs by 30cm (pad with</p>	<p>The quilt must cover the whole body (except the head) to avoid exposure; If there is bleeding, stop bleeding first before raising the lower limbs</p>	<p>① Feeding water / medicine to the unconscious injured person (to prevent choking and coughing) is prohibited; ② Avoid overheating when keeping warm (to</p>

	clothes) to increase venous return; ③ Closely observe consciousness and breathing, and call the person every 5 minutes		prevent sweating and dehydration)
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VI. Confined Space Accident Emergency Response Card (Key Scenarios: Tank Cleaning / Underground Warehouse Maintenance, e.g., Oil Tanks / Cable Wells)

(I) Emergency Rescue (Personnel Poisoning / Suffocation, Blind Entry Prohibited)

Step	Operation Points	Scenario Association and Material Location	Risk Tips
1. Alarm	① Immediately call "Someone in Distress in Confined Space" and notify the on-site person in charge (wearing a blue vest); ② Dial the internal emergency number 8889, and report "XX Confined Space (e.g., Oil Tank No. 2) + Number of People + Symptoms (e.g., Coma / Convulsion)"; ③ Prepare rescue equipment (air respirators, safety ropes)	Applicable to scenarios of poisoning during tank cleaning and oxygen deficiency in underground warehouses; Location of rescue equipment: Special cabinet next to the entrance of confined space	① Entering for rescue alone without protection is prohibited (90% of accidents are caused by blind rescue); ② Clearly state the type of confined space (e.g., closed / semi-closed) when alarming

2. Preparation	<p>① Gas detection: Use a four-in-one detector (inside the rescue cabinet) to detect the oxygen content (19.5%-23.5%) and toxic gas (e.g., hydrogen sulfide $\leq 10\text{mg/m}^3$) in the confined space;</p> <p>② Ventilation: Turn on the forced ventilator (supporting the rescue cabinet) to supply air into the space (≥ 30 minutes);</p> <p>③ Protection: Rescuers wear positive-pressure air respirators (pressure $\geq 25\text{MPa}$) and fasten safety ropes (one end fixed to a firm point outside)</p>	The detector must be calibrated in advance (the Quality and Safety Department is responsible monthly); The ventilator must be placed in the upwind direction to avoid inhaling toxic gas	① Entry is prohibited if the gas does not meet the standard; ② A dedicated person must pull the safety rope outside and communicate every 30 seconds
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(II) Injured Person Treatment (Quickly Restore Vital Signs After Rescue)

Step	Operation Points	Scenario Association and Material Location	Risk Tips
1. Transfer	<p>① Slowly pull the injured person out of the confined space with a safety rope and place them on a well-ventilated and flat ground;</p> <p>② Unbutton</p>	Keep the injured person lying flat during transfer to avoid the head being too low; If the injured person convulses, pad soft objects between the	<p>① Colliding with the injured person during pulling is prohibited;</p> <p>② Forcibly pressing the chest (to prevent rib</p>

	<p>the injured person's collar / belt to keep the airway unobstructed; ③ Remove the air respirator (if worn) and check for foreign objects on the face</p>	<p>teeth (to prevent biting the tongue)</p>	<p>fractures) is prohibited</p>
<p>2. First Aid</p>	<p>① No breathing / pulse: Immediately perform cardiopulmonary resuscitation (same as the electric shock resuscitation steps) and use an AED in combination; ② Poisoning symptoms (e.g., vomiting / dizziness): Keep the person lying on the side to prevent suffocation caused by vomit, and provide oxygen (oxygen cylinders are stored in the rescue cabinet); ③ Wait for 120 to arrive and inform the doctor of "Confined Space Type + Possible Toxic Substances Contacted"</p>	<p>The oxygen cylinder must be connected to a nasal catheter with a flow rate adjusted to 2-3L/min; Vital signs must be continuously observed before the doctor arrives</p>	<p>① Smoking (to prevent explosion) is prohibited when oxygen is being supplied; ② The toxic substances must be informed accurately (e.g., "Toluene" "Hydrogen Sulfide")</p>

VII. Natural Disaster Emergency Response Card (Key Scenarios: Open Storage Yards / Warehousing Areas / During Transportation)

(I) Earthquake Emergency (Magnitude ≥ 4.0 , Intensity \geq Grade V)

Step	Operation Points	Scenario Association and Material Location	Risk Tips
1. Shelter	<p>① Indoor (warehousing area / maintenance workshop): Hide under solid shelves, at the base of load-bearing walls, hold the head with hands, and stay away from glass doors and windows / chandeliers; ② Outdoor (loading and unloading area / storage yard): Squat in an open area and stay away from cranes / billboards / walls; ③ During transportation: Stop the vehicle immediately (stay away from bridges / high-voltage lines) and stay in the vehicle for shelter</p>	<p>Applicable to scenarios where personnel are at the operation site during an earthquake; Solid shelves in warehousing areas are marked with yellow paint and can be used as shelter points</p>	<p>① Hiding in elevators / stairwells is prohibited; ② Staying close to oil tanks / gas cylinders (to prevent tipping and explosion) outdoors is prohibited</p>
2. Post-Earthquake	<p>① After the vibration stops, check if you are injured and treat the wound simply; ② Cut off the power supply / gas source (e.g., main valve of warehousing area, gas circuit switch of maintenance workshop) to prevent secondary fires / leaks; ③ Evacuate</p>	<p>Evacuate through safe passages to avoid trampling; If equipment tips over, detour (to prevent secondary collapse)</p>	<p>① Using open flames (to prevent gas leakage and explosion) is prohibited; ② If leakage / fire is found, immediately operate according to the corresponding response card</p>

	to the assembly point along the evacuation route and count the number of people		
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(II) Typhoon Emergency (Wind Force \geq Grade 8, Tropical Storm and Above)

Step	Operation Points	Scenario Association and Material Location	Risk Tips
1. Wind Protection	<p>① Advance reinforcement: Wrap materials in open storage yards with windbreak nets (reserved in warehousing areas, apply by calling 8892), with a stacking height $\leq 1.2\text{m}$; ② Equipment protection: Pull wind cables for cranes (equipment department warehouse) and lower the boom; Park forklifts in the garage and pull the handbrake tightly; ③ Close doors and windows: Reinforce the doors and windows of warehousing areas / workshops with wooden boards (reserved by the</p>	<p>Applicable to the prevention scenario after typhoon warning is issued (24 hours in advance); The wind cables must be fixed to ground anchors (preset in open storage yards)</p>	<p>① Reinforcement work must be completed when the wind force is \leqGrade 6; ② Outdoor operations (to prevent injury from falling objects) during typhoons are prohibited</p>

	Administration Department)		
2. Shelter	<p>① During typhoon: Stay in a solid building (e.g., office building / maintenance workshop) and stay away from glass doors and windows;</p> <p>② Prepare emergency materials: Flashlights (emergency cabinet), emergency food (distributed by the Administration Department), mobile phone power banks;</p> <p>③ Pay attention to the internal WeChat group to obtain the latest early warning information</p>	Emergency materials must be distributed to each team 12 hours in advance; Taking shelter under temporary sheds / billboards is prohibited	<p>① If the house is flooded, transfer to the second floor immediately; ② After water and power cuts, using unknown water sources is prohibited</p>

VIII. Public Health Emergency Response Card (Key Scenarios: Canteen / Dormitory / Operation Area)

(I) Infectious Disease Prevention and Control (e.g., Influenza / COVID-19, with Fever and Cough)

Step	Operation Points	Scenario Association and Material Location	Risk Tips
1. Report	<p>① If a person with fever ($\geq 37.3^{\circ}\text{C}$) and cough is found, report to the Administration</p>	Applicable to the scenario of finding infectious diseases during collective work / meals; The	<p>① Maintain a distance of $\geq 1\text{m}$ when reporting; ② The patient is prohibited from</p>

	<p>Department immediately (phone: 8893); ② State "Person's Name + Location (e.g., Canteen / Maintenance Workshop) + Symptoms"; ③ Assist in taking the patient to the temporary isolation area (preset by the Administration Department, well-ventilated)</p>	<p>isolation area is equipped with masks, disinfectants, and thermometers</p>	<p>leaving the site by themselves</p>
<p>2. Prevention and Control</p>	<p>① Personal protection: Contacts wear N95 masks (distributed by the Administration Department) and wash hands frequently (use hand sanitizer, available in the emergency cabinet of each area); ② Environmental disinfection: Wipe the area where the patient stayed (e.g., dining table / tools) with 84 disinfectant (1:100 dilution); ③ Health monitoring: Measure the temperature of team members twice a day and record abnormal situations</p>	<p>The disinfectant must be prepared and used immediately, with an action time of ≥ 30 minutes; The thermometer is stored in the office of each department and calibrated daily</p>	<p>① Sharing masks / tableware is prohibited; ② Keep windows open for ventilation when disinfecting to avoid inhaling too much disinfectant mist</p>

(II) Food Poisoning (Vomiting and Diarrhea After Dining in Canteen)

Step	Operation Points	Scenario Association and Material Location	Risk Tips
1. Handling	<p>① Immediately stop eating the suspicious food (e.g., the same day's canteen lunch) and seal the remaining food (labeled "No Eating");</p> <p>② Let the patient lie on the side to prevent suffocation caused by vomit, and drink a small amount of warm water (to prevent dehydration);</p> <p>③ Dial 120 and report "Pipeline Materials Company + Number of Food Poisoning Cases + Symptoms"</p>	<p>Applicable to the scenario of symptoms appearing within 1-2 hours after collective dining in the canteen; The suspicious food must be sealed by the canteen manager and waiting for inspection by the supervision department</p>	<p>① Self-induced vomiting (to prevent esophageal injury) is prohibited; ② Keep the vomit sample (in a clean container) for the doctor's reference</p>
2. Control	<p>① Count the number of people who ate the suspicious food and check for symptoms one by one; ② Conduct comprehensive disinfection in the canteen (boil tableware for 30 minutes, wipe the floor with disinfectant); ③ Cooperate with the</p>	<p>The canteen food samples must be refrigerated and stored for 48 hours (as required by regulations); The canteen can only resume food supply after passing the inspection by the Administration Department</p>	<p>① Concealing the number of people who ate or symptoms is prohibited; ② Personnel are prohibited from entering the undisinfected area</p>

	market supervision department for investigation and provide purchase records / food samples		
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IX. Emergency Contact and Material List

(I) Internal Contact (24-Hour Availability)

Contact Object	Phone Number	Scope of Responsibility
Emergency Command Center	8888	Overall command of major emergency events such as fires, hazardous chemical leaks, and earthquakes, and coordination of external rescue
Medical First Aid Team	8890	Treatment of personnel injuries such as electric shock, mechanical injury, and high-altitude fall, and contact with 120
Material Support Team	8891	Allocation of emergency materials (fire extinguishers, first aid kits, stretchers) and support of equipment (ventilators, AEDs)
Administration Department (Health)	8893	Handling of infectious disease prevention and control and food poisoning, and management of isolation areas
Equipment Department	8894	Mechanical failure, electrical maintenance, and support of confined space rescue equipment

(II) External Rescue (Dial in Emergency)

Rescue Type	Phone Number	Remarks
Fire Alarm	119	State "Pipeline Materials Company XX Area (e.g., Warehouse Area 1) + Fire Type"
Emergency Medical Service	120	State "Address + Number of People + Injury Type (e.g., Unconscious due to Electric Shock / High-Altitude Fall)"
Police	110	For public security incidents (e.g., intentional damage to emergency facilities) and missing persons
Environmental Protection Report	12369	Dial when hazardous chemical leakage pollutes the environment

(III) Location of Key Emergency Materials (Universal in All Areas)

Material Name	Storage Location	Inspection Requirements
Dry Powder Fire Extinguisher	1 per 50 m ² in warehousing areas (red cabinet), next to the entrance of operation areas	Check the pressure monthly (valid in green zone), and send for inspection once every 2 years
First Aid Kit	Emergency cabinet in each operation area (red box), entrance of canteen / dormitory	Check the validity period of medicines monthly and supplement in case of shortage
Positive-Pressure Air Respirator	Dangerous goods warehousing area, special cabinet next to the entrance of confined space	Check the pressure monthly ($\geq 25\text{MPa}$) and disinfect the mask

AED (Defibrillator)	Administration Department hall, first floor of warehousing area office building	Check the battery level monthly and test the function quarterly
Absorbent Cotton / Tourniquet	Hazardous chemical emergency box, inside the first aid kit	Ensure the absorbent cotton is dry and the tourniquet is not aged

