



EMERGENCY RESPONSE PLAN FOR DISCOVERY OF UNEXPLODED ORDNANCE (UXO)

1. RESPONSIBILITIES

UXO Response Manager, person with overall responsibility for developing and maintaining the UXO response plan:

Name & position

UXO Incident Manager, person with primary responsibility to implement UXO response plan on site:

Name & position

UXO Incident Assistants - people with responsibility to assist with UXO response plan on site:

Name & position	Role in UXO plan
(a)	Deputy UXO IM; inform Police of incident and liaise with emergency services (if req'd)
(b)	Check site is clear of workers/ roll call and liaise with site staff
(c)	1 st aider
(d)	Public liaison
(e)	Inform company's HSE manager & PR staff

Note: on smaller sites, multiple roles may be fulfilled by the same person.

2. LINES OF COMMUNICATION

It is the responsibility of UXO Incident Manager to ensure the plan is communicated at an operational level, prior to an incident, for example at inductions and at tool box talks. The management team should rehearse a UXO emergency scenario twice a year.

In the event that an item of suspected UXO is discovered. **DO NOT TOUCH IT.** The UXO Incident Manager should declare a UXO incident and implement the response plan. If available, a UXO specialist/ banksman may be able to confirm if the item is likely to be UXO, otherwise the Incident Manager will be required to make this decision, without unnecessarily endangering himself.

The following information should to be communicated to everyone on site by use of a site wide alarm, PA system, radios &/or mobile telephones, informing all relevant people that:

- (a) a UXO emergency has been declared,
- (b) the location of the suspect UXO,
- (c) the muster point to be used and
- (d) the evacuation route to be followed.

3. SITE EVACUATION PLAN

On receipt of the information that a UXO incident has been declared, the site will be evacuated. The attached drawing at Appendix 1 shows routes than can be followed, to minimise the risk of passing



by or moving towards the suspect UXO. When leaving, site staff should minimise the risk of creating secondary hazards, leaving their work area as safe as possible.

The muster point(s) are at least 400 metres from the potential UXO, out of direct line of sight and behind hard cover (avoiding glass curtain walling, windows, fuel storage area etc).

Once at the muster points, UXO Incident Assistants will complete the roles described in paragraph 1 and a UXO Incident Assistant will confirm that all staff and operatives have been accounted for.

In the event that a UXO specialist is not available, the Police will be required. If the UXO Incident Manager considers there to be a threat to life from the suspect UXO, then the Police should be contacted using 999.

4. ESTABLISH SAFETY CORDON

Prior to the arrival of the Police, the UXO Incident Assistants should ensure that no one enters the site. If the suspect UXO is close to the perimeter of site or is a high explosive weapon, an additional safety area may be required. It is the responsibility of the Police to enforce this requirement.

5. CONFIRM STATUS OF SUSPECTED UXO

If a UXO banksman or specialist were not available, the Police (possibly with the assistance of the military) will have the responsibility of identifying whether the suspect item is UXO. The site will remain under Police control until the suspect UXO has been appropriately dealt with.

6. SUMMARY

DECLARE UXO INCIDENT – EVACUATE – CORDON – CONFIRM STATUS

Signature

Name

Position

Date To be reviewed annually

Appendices:

- 1. Site plan showing potential evacuation routes and site muster points.