

EMERGENCY RESPONSE AND PREPAREDNESS PLAN

PURPOSE

The purpose of this procedure is to manage the emergency preparedness and response process.

SCOPE

The procedure covers the emergency response process within the Kuala Lumpur Convention Centre.

RESPONSIBILITIES

This procedure applies to those persons working on our behalf who are required to act in an emergency response role.

THE REPRESENTATIVES FOR THE ERT

1. Incident Commander
2. Deputy Incident Commander
3. On-scene Commander
4. Emergency Warden
5. Security Officer



Photo above shows an example of Centre's Emergency Warden

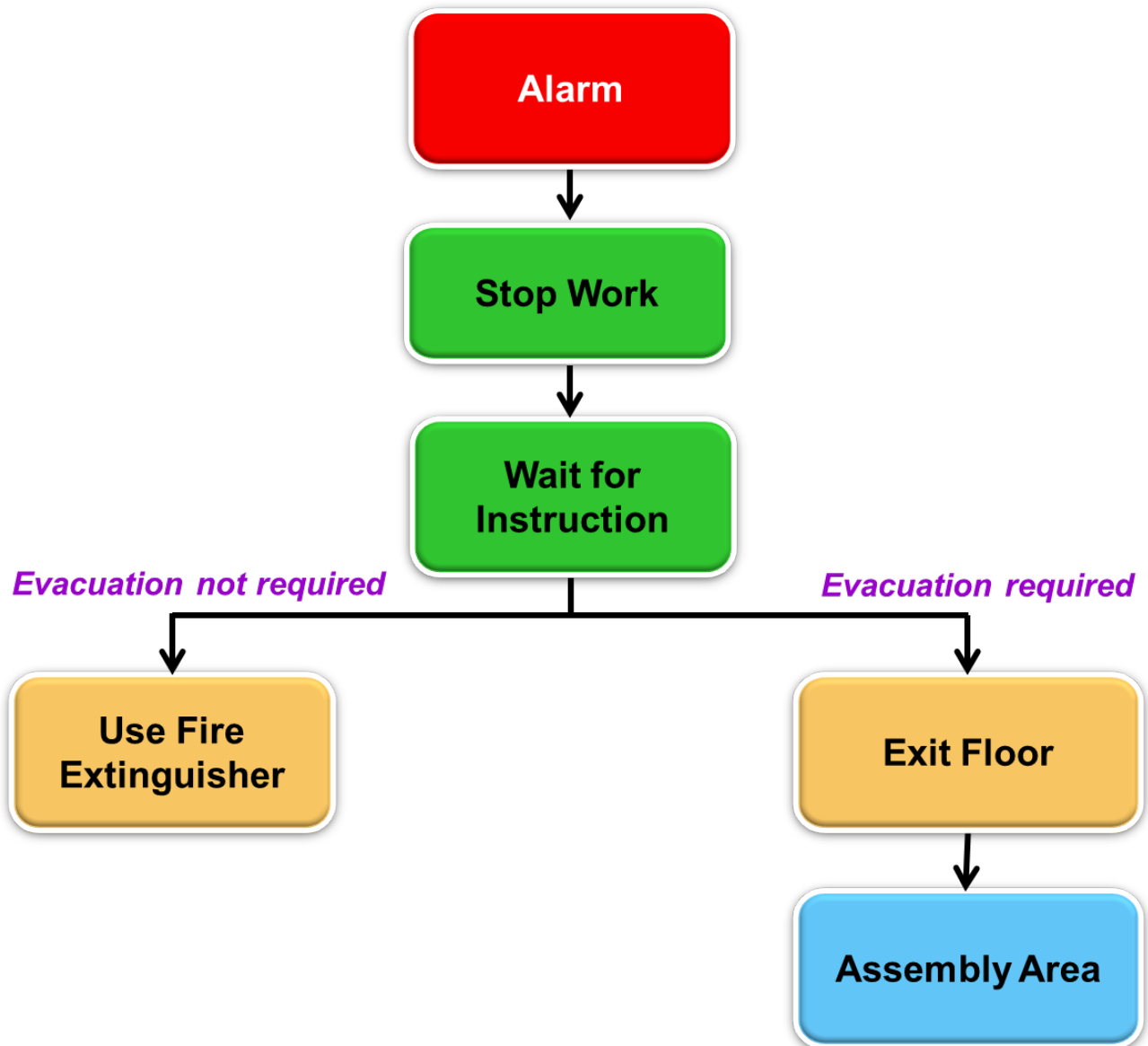
EMERGENCY CONTACT NUMBER

No	Location / PIC	Contact Number
1	Security & Liaison Manager	012-3477 986
2	Safety, Health & Environment Manager	012-2940 753
3	Security Service Counter	03-2333 2888 Ext: 2327
4	First Aid Room	03-2333 2888 Ext: 2699
5	Prince Court Medical Centre (PCMC)	03 2160 0999
6	Hospital Kuala Lumpur	03 2615 6705
7	Klinik Segara	03-2162 6022
8	Klinik Mediviron	03-2165 5699
9	Malaysian Red Crescent (PBSM)	03-2141 8227
10	St. John Ambulance Malaysia	03-9285 5294 03-9283 3000

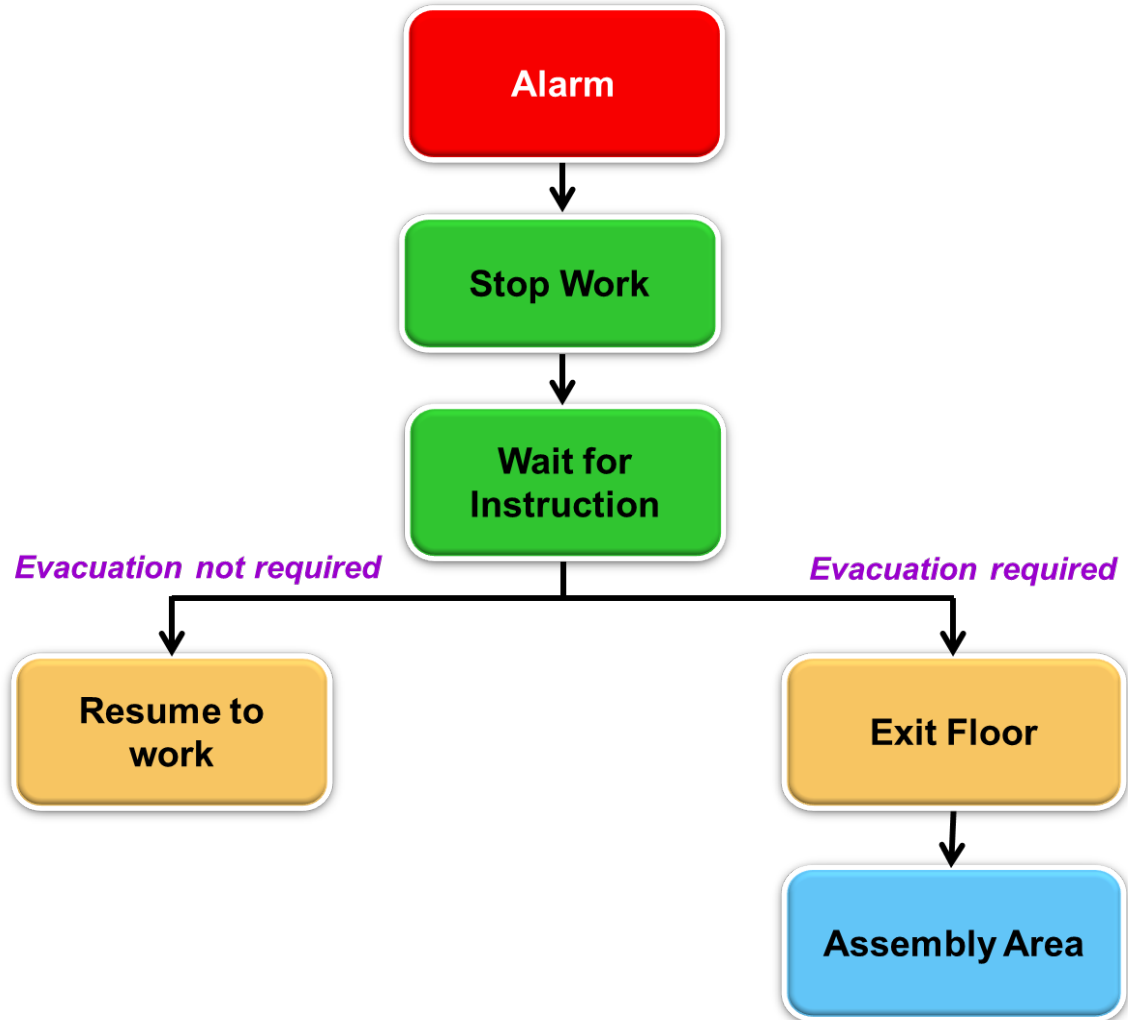
NOTE :

Dial "**555**" (by using ALL in-house telephone)
 or
03-2333 2900 (by using handphone)

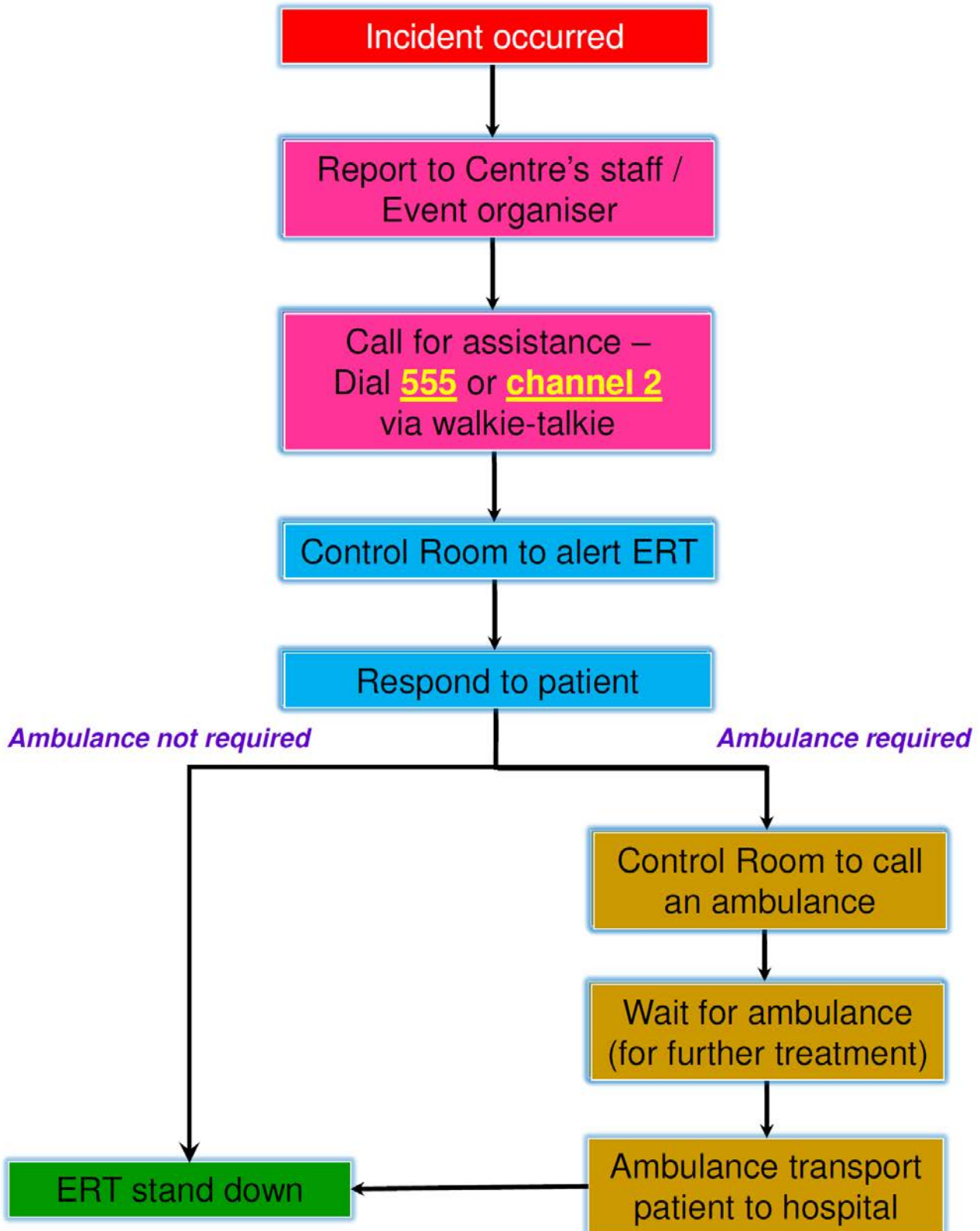
ACTION IN THE EVENT OF FIRE SITUATION



ACTION UPON HEARING THE ALARM



ACTION INVOLVING MEDICAL CONDITION



EMERGENCY RESPONSE EQUIPMENTS

TYPES OF FIRE FIGHTING EQUIPMENT IN THE CENTRE

CLASSES OF FIRE	TYPES OF FIRE	TYPES OF FIRE EXTINGUISHER
A	Wood, paper, cloth, trash or other ordinary materials	
B	Gasoline, oil, paint and other flammable liquids	 
C	Can used on fires involving live electrical equipment	 

LEGEND:



ABC



FOAM



CO2


TYPES EMERGENCY RESPONSE EQUIPMENTS

1. Fire Alarm
2. Emergency Telephone
3. Emergency Staircase
4. Emergency Exit
5. Strobe Light
6. Fire Break Glass (Red color)
7. Emergency Light
8. Smoke/ Heat Detector



TO OPERATE AN EXTINGUISHER

Remove fire extinguisher from hanger and follow the **PASS** method.

 <p>① PULL the pin</p>	<p><u>PULL</u> Pull the pin that unlocks the operating lever</p>
 <p>② AIM nozzle at base of fire</p>	<p><u>AIM</u> Aim the nozzle or hose towards the base of the fire</p>
 <p>③ SQUEEZE the handle</p>	<p><u>SQUEEZE</u> Squeeze the lever to discharge the extinguisher agent</p>
 <p>④ SWEEP nozzle side to side</p>	<p><u>SWEEP</u> Sweep the nozzle or hose from side to side, while aiming at the base of the fire. Use short burst on the fire</p>

ASSEMBLY AREA NEAR MASJID AS-SYAKIRIN, KLCC PARK

