

# **EMERGENCY PROCEDURES**

## ***General Emergency***

- In the event of an emergency follow this procedure:
  - **Stop what is being done.**
  - **Remain calm.**
  - **Ensure your own safety.**
  - **Do not** rush in without examining the situation. Follow the procedure for an emergency.

**Contact the designated “on-call” emergency contact person utilising**

**UHF Radio Channel No: CH24**

**or**

**via the Camp Satellite Phone**

**Specify the following information:**

- Your name;
- Your location;
- Nature of the emergency;
- Number of casualties;
- Nature of injuries.

Administer first aid **if it is safe to do so**. If in contact with body fluids or blood use latex gloves located in the first aid box.

If you suspect back, neck or head injury **DO NOT** move the injured person unless they are in immediate danger.

**In the event of a serious accident:**

**Do not move anything.** The scene must be left as it was so the Police, Mines Inspectors or NT Worksafe officers can complete their investigations, wait for instructions from your supervisor, head office or the police.

Emergency number “**000**” can be made on any phone without the need for area codes. If using a mobile phone ring “**112**”.

**Always protect your life and the lives of others first before property**

Endeavour Investments EMERGENCY CONTACT NUMBERS				
NAME	POSITION	HOME PHONE	SAT PHONE	MOBILE
Andrew Jettner	Manager			0427 478 701
Nick Jettner				0481 355 032
Wendy Jettner				0416 340 110
REMEMBER: the UHF Radio Channel is CH24				

<b>REGIONAL EMERGENCY CONTACT NUMBERS</b>			
<b>NAME</b>	<b>LOCATION</b>	<b>PHONE</b>	<b>OTHER</b>
<b>POLICE</b>	Adelaide River	000	08 8976 7042
<b>BAN BAN HOMESTEAD</b>	Ban Ban	08 8978 2438	
<b>Manager</b>	Ty Blokland	0428 245 261	
<b>HOSPITALS</b>			
<b>Darwin</b>	General Enquiries	(08) 8922 8888	
<b>HEALTH CLINICS</b>			
<b>Batchelor</b>	Batchelor	08 8976 0011	
<b>Adelaide River</b>	Adelaide River	08 8976 7027	

***Field Emergency***

Applies whether travelling by vehicle or on foot and whether alone or with a party.

If you become lost or stranded you should in the first instance make contact with base camp/field camp using “Emergency Procedures” – this document.

Base camp will contact the Police if appropriate. Once the police are contacted they become responsible for coordinating the search and rescue.

If you cannot make contact by radio or satellite phone then you must stay with your vehicle.

This may be the moment to set off your EPIRB. If you do then you MUST stay where you are.

**At this stage there are some basic questions:**

- Do you know exactly where you are?
- Do you know where you can get certain help?
- When will you be considered overdue?
- Can you be seen from the air?
- How long will your food and water last?
- What is the weather likely to do in the next 24/48 hours?
- Stay calm, review the situation and make a plan.

Remember basic requirements are water, shelter, warmth and food.

Be prepared to manage stress and anxiety.

Make use of your personal/vehicle survival kit if necessary.

Manage your water and food situation to maximize both resources and remember:

**VERY FEW PEOPLE HAVE DIED OF THIRST OR  
STARVATION WHILST WAITING TO BE RESCUED**

## ***Emergency Action Form***

This form is to be used when the “on-call” emergency contact person receives an emergency call.

***Guide questions and points in order to get a picture of what is happening***

<b>Name (person in field)</b>		
Where (location of emergency)		
Date/Time of emergency		
Name (emergency contact person)		
<b>What type of emergency?</b>		
How urgent is the situation?		
Who are the people involved?		
What is their condition?		
How have the people in the field been reassured?		
What procedures are people in the field taking? eg. medical, search, evacuation		
Is there anything you need immediately?		
What radio/telephone schedule has been set up?		
Have the appropriate people been contacted?	Exploration Company	
	Supervising Geologist	
	Police	
	Local Community	
	Next of Kin	
Is there anything you would like us to do?		