

APPENDIX 3

EMERGENCY PLAN

BASE VALCARTIER

PREFACE

This document was written to promote awareness among stakeholders participating in forest management work in the Valcartier Garrison (Base Va) of the mandatory safety rules that they must follow, and to describe the wide range of services available with respect to the emergency procedures in force.

First, three rules must be scrupulously followed:

- Any person or group wishing to operate in the training areas must sign up on the schedule of activities for the sectors. Every day, they must report in person to Range Control or contact Range Control by radio to notify it of their training or work schedule. All groups operating in the areas must be in permanent radio communication with Range Control for Ranges and Training Areas.
- Any aircraft using Base Va airspace must be in radio communication with the control tower of the 430th THS (Tactical Helicopter Squadron). The control tower operates during normal working hours only. Arrangements may be made when required to use this airspace outside of usual working hours.
- Any civilians that are required to work or operate in sectors contaminated with unexploded ordnance must take an ordnance identification course. This course is given by military ordnance technicians from the Base Valcartier.

NOTE : Because of the many types of ordnance used at the Base Va and the potential danger associated with this material, all workers must be made aware of the danger represented by ordnance and the measures to be taken when such devices are detected.

INTRODUCTION

1. The Base Va has formulated an emergency measures plan to respond to any contingency. Therefore, teams participating in management work must be made aware of existing emergency measures.
2. All operations or training activities carried out in Base Va training areas are under the control of the Base Va Range Control services.
3. The Range Control Officer (RCO) controls the comings and goings of all groups deployed in these sectors via Range Control. At least one radio call an hour is made to each station.

Communications networks

4. Range Control is equipped with a number of different communication systems to be able to respond to any emergency. The main systems used for control and assistance in an emergency are:

a) **Safety network**

49.90 SW radio frequency. Network used exclusively to control operations, to report incidents and request assistance in the event of an emergency.

b) **Administrative network**

49.30 SW radio frequency. Network used exclusively for requests for administrative support.

c) **Emergency telephones**

An emergency telephone system has been installed at roadsides in the various sectors, to allow users to quickly obtain help in an emergency. The system is directly linked to Range Control.

d) **Operational network - control tower**

The control tower for the 430th THS operates on the VHF frequencies of 126.2 (operating) and 121.5 (emergency). All movements within Base Va airspace are controlled by the control tower, which is also in direct contact with Range Control. In the event of a crash or other aviation emergency, the control tower should be notified first; an emergency may also be reported to the control tower through Range Control, which is also able to put out a simultaneous call to all emergency services and parties involved.

Assistance services available

NOTE: For any emergency, Range Control for Ranges and Training Areas and the control tower for the 430th THS, in the case of an aviation emergency, have access to the emergency communication system to mobilize all the teams required. It is crucial, therefore, that each work team deployed in these areas be in permanent radio communication, or in telephone communication, with Range Control or the control tower.

Before using an assistance service, please contact the RTA at the following numbers: 418 844-5000 ext. 3710 or by mobile radio (Motorola HT 1000) by dialling 0.

5. **Evacuation:** The wounded can be evacuated by road or by air if the 430th THS is in garrison.

6. **Medical assistance:** A physician or medical assistant can be deployed to the site of an accident with 15 minutes' notice. The emergency team consists of an ambulance and all the equipment required to administer first aid. The team may be transported to the site by helicopter when the 430th THS is in garrison.
7. **Treatment:** When civilians are involved, the Valcartier Health Centre will provide any preliminary care required and, in a normal situation, send the wounded to a regional health establishment.
8. **Fire department:** Our fire department is able to respond immediately to any request for assistance. Military fire vehicles are also available in the event of a fire outside of the road network as long as the terrain is accessible to wheeled vehicles.
9. **Spills:** In the event of a spill of toxic substances, an emergency team, part of the Infrastructure department of the Base Va, is available on very short notice. It includes experts from different departments, including the Fire Department. See Appendix 4 for the Contractor's obligations in relation to a spill caused by its equipment and with prevention measures.

Guidelines

10. For those new to our system, these brief guidelines should be able to answer most of your questions:
 - a) **Preliminary work/request for sectors:** Contractors must inform RNCAN of the sectors where they expect to be working, so that RNCAN can ensure that these areas are available.
 - b) **Coordination:** Team leaders should preferably notify Range Control daily of their program for the day. This allows Range Control to visualize all the activities scheduled simultaneously for that day.
 - c) **Communications:** Work groups or teams must remain in constant radio or telephone contact with Range Control.
 - operating frequency: 49.90
 - administrative frequency : 49.30
 - telephone no.: 844-5000 ext. 3710
 - d) **Request for emergency assistance:** All requests for assistance in the case of an accident or disaster must be sent to Range Control for Ranges or the 430th THS control tower, depending on the situation. Work teams should have a first aid kit in their possession.
 - e) **Contaminated areas:** Teams working in contaminated areas must follow a mandatory course on ordnance awareness and identification. The course takes a maximum of two hours. All teams in the operation should preferably attend, even if their tasks will probably not expose them to contaminated areas.

Note: These instructions also apply to Farnham Garrison and the St-Bruno Shooting Range. NRCan will provide telephone numbers for all services mentioned in this appendix if work is to be done on either of these two federal properties.