

APPENDIX N

REVISED APPENDIX G, GOLF COURSE ENVIRONMENTAL MANAGEMENT PLAN

Emergency Response Plan for Fire

INDIAN HILLS COUNTRY CLUB MAINTENANCE FACILITY

Claymore Road

Fort Salonga, New York

Purpose:

The Emergency Response Plan (ERP) is a system designed to inform employees of communications and actions in response to a fire emergency. The ERP is specific to fires at the maintenance facility and offers information on how employees can safely and effectively handle the emergency.

Please READ carefully and UNDERSTAND fully the following procedures so that every employee knows how he or she must participate and react in the event of a fire at the facility.

Communication:

1. Immediately ALERT all nearby personnel. Call out "FIRE" and/or REPEATEDLY BLOW the hand held AIR HORN if one is near you to get everyone's attention.
2. Press the Fire Alarm Blue Button on the Security System Alarm if accessible.
3. Evacuate
4. Use your cell phone and DIAL 911 and report the fire- provide the operator with our location: Indian Hills Country Club Maintenance Facility: end of Claymore Road- cross street Fresh Pond Road- on Claymore Road
5. Call the Superintendent: 631-261-5700 cell: 631-387-6090
6. Call the Pro Shop: 631-261-5700 extension 4
7. Fire Department: 631-261-0360 or 911
East Northport Fire Station Clay Pitts Road and Kings Park
8. Fire Emergency Meeting Place: east of maintenance barn.
9. Head Count: All employees shall be accounted for by highest ranking supervisor.

Emergency Response Responsibilities:

1. FIRST RESPONDER: Anyone can act as a First Responder. Your safety comes first, and if you cannot assist in the emergency then you are to escape carefully and calmly. It is an employee's responsibility to assist when possible.
2. CLEAR THE AREA OF PEOPLE: Alert anyone in the vicinity there is a Fire Emergency. Clear the area, including evacuating the building of everyone. Account for everyone and locate them to CLAYMORE ROAD away from the fire and upwind of all smoke.
3. The FIRST RESPONDER shall APPOINT TWO PEOPLE to initiate the Emergency Response System. Require the TWO PEOPLE TO REPORT in person to the PRO SHOP. ONE shall CALL and VERIFY that the FIRE DEPARTMENT has been notified and remain at the Pro Shop until the Fire Department has arrived at the site. The SECOND

RESPONDER shall CONVEY THE STATUS of the Fire Department response TO THE FIRST RESPONDER.

4. After the verification has been confirmed, if the conditions permit, attempts can be made to extinguish the fire. The FIRE EXTINGUISHERS are located at EVERY DOORWAY and each GARAGE BAY DOOR. Use DRY FIRE EXTINGUISHERS. These are suitable for chemical fires, electrical fires, gas fires and general fires. See Diagram 1.
5. DO NOT APPLY WATER.
6. DO NOT attempt to control the fire if:
 - a. You have NO ESCAPE ROUTE.
 - b. You are overcome by SMOKE or obnoxious ODORS.
 - c. You are PHYSICALLY UNABLE to perform.
7. If the Maintenance Facility fire becomes out of control, IMMEDIATELY ESCAPE and try to CLOSE all DOORS. Closing doors will help smother the fire and reduce the possibility of the fire from spreading to other areas. Do not lock the doors.
8. ALL maintenance staff employees are responsible to REPORT to the PRACTICE RANGE and remain until the supervisor arrives. TAKE a HEAD COUNT. Verify where each employee is and account for everyone. The highest ranking staff member shall take a head count and be responsible for an accurate determination of all personnel.
9. Once the FIRE DEPARTMENT arrives at the scene communicate with them and advise them of any known conditions such as:
 - a. Where you saw the fire.
 - b. Where the fuel storage, equipment area and building entryways are located.
 - c. Where the chemical storage area is located.
 - d. Provide your name and contact information.
 - e. ONLY ASSIST if requested to do so. Allow the trained personnel to perform their tasks without interruption. There will be time for discussions once the fire is out and the area is secure.

Evacuation Plans/Procedures:

Evacuation of the Maintenance Facility is required if:

1. The fire becomes out of control
2. Smoke is dense and visibility impaired.
3. There are obnoxious odors.
4. There is risk to personal safety.

Leave the building as quickly and orderly as possible. Remain calm and assist anyone who requires help or appears to require help. Exit the facility through one of the three overhead doors or the main door. All staff shall report to the practice range located immediately north of the facility. This will assure all staff is accounted for. The highest ranking staff member shall take a head count and be responsible for an accurate determination of all personnel. The staff will be advised as to the next course of action(s).

Conclusion:

This Emergency Response Plan has been developed to inform and educate you, the employee, on the best approach to help in the event of a fire emergency at the maintenance facility. The plan was prepared to address employee safety and what responsibilities you have. Questions on the plan must be directed to the superintendent.

Additional Emergency Plan Contacts:**Huntington Hospital**

270 Park Avenue

Huntington, NY 11743

631-351-2000

Emergency Room: 24 hours/7 days

Walk in Medical Care

Medicenter

399 Fort Salonga Road (NYS 25 A)

Northport, NY 11768

631-757-5400

M-Th: 8:00 AM-8:00 PM

F: 8:00 AM- 7:30 PM

Sat & Sun: 9:00 AM-5:00 PM

Poison Control Center

1 800 222 1222

CHEMTREC

1 800 424 9300

Center for Disease Control

1 800 232 4636

New York State Environmental Conservation-Region 1

SUNY Campus at Stony Brook, NY

Spill Response Unit: 631 444 0320 or 1 800 457 7362

General Number: 631 444 0375