

Emergency plans

We have well established emergency procedures for dealing with any incident such as a fire or leak on our site.

Our emergency response teams provide cover 24 hours a day throughout the year. These personnel evaluate any emergency and take immediate action to deal with it, if necessary, calling out the emergency services to assist.

On-site warning alarms

There are three different alarm systems on site to alert employees of potential emergency situations and which activate our onsite emergency response procedures. We test these alarm systems regularly. Our onsite alarm may be heard by people living nearby, particularly under certain weather conditions, but it is entirely concerned with onsite activities and can be ignored.

**You only need to take action if you are contacted by the emergency services or by OQEMA.**

**If you are contacted by the emergency services or OQEMA in the event of a major accident.**

*Follow the public safety instructions in this leaflet. At the same time, we will activate the offsite emergency plan, which will involve the Emergency Services, Local Authorities and Health Authorities.*

Public Safety Instructions

The safety instructions detailed alongside have been prepared in conjunction with the Oxfordshire County Council, the Emergency Services and the Health and Safety Executive. In the event of a major accident, you should follow these instructions. Please read them carefully and ensure that anyone who lives or works at your premises is made aware of them.

OQEMA has a WhatsApp group to alert you of any emergencies and alert you of any planned emergency exercises. If you would like to be added to the group, please email your name and telephone number to [team.tech.uk@oqema.com](mailto:team.tech.uk@oqema.com). Under GDPR, your details will be for use by OQEMA solely for emergency purposes and will not be passed on to any third parties.

Public Safety Instructions

By following these instructions, you will be protected from the effects of a major accident at OQEMA

1 If an emergency occurs

You will be contacted by the emergency services.

2 Go to a safe place

- ✓ Do go indoors immediately.  
Do be prepared to offer shelter to others.  
Do, if possible, check that neighbours have heard the siren

- ✗ Do not collect children from school or go out searching for anyone if they are in the area, they will be provided shelter elsewhere.  
Do not go out searching for pets.

3 Make the place safer

- ✓ Do close all outside doors and windows.  
Do turn off all gas appliances.
- ✗ Do not go into basement areas or cellars.

4 Further information

- ✓ Do switch on your radio and listen for public announcements.
- ✗ Do not telephone OQEMA, the emergency services or TV and radio stations. Keep these lines free for emergency use only.

5 Emergency over

- ✓ The all-clear message will be given by the police and local radio.  
Please co-operate with the emergency services.  
If you think you have breathed in any vapour, consult your GP or A&E department at the local hospital.

GO IN . STAY IN . TUNE IN



OQEMA  
Public  
Safety  
Information

OQEMA LTD  
Winstons House, Carterton,  
Oxfordshire OX18 3EZ  
Tel: +44 (0) 1993 843081  
[www.OQEMA.co.uk](http://www.OQEMA.co.uk)



## About our Company

We are a dynamic and expanding company that has been established for over 30 years with our headquarters in Carterton, Oxfordshire and branches in Rotterdam and Shanghai. The company's main activities include worldwide chemical distribution, manufacturing of Nitration products and Hydrazine Hydrate dilution.

There are many applications for Hydrazine Hydrate, but its main application is in power stations for removing oxygen from boiler feed water.

Our quality and environmental management system are independently verified to internationally recognized standards.

We are committed to putting safety first in everything we do, to protect our employees, our customers and local community from harm.

Some of the chemicals we use are classified as hazardous. As such they are stored and used under carefully controlled conditions. However, if a major accident resulted in their release from our site then they could be harmful to people or the environment. For this reason OQEMA is subject to the Control of Major Accident Hazards Regulations – COMAH for short.

## About COMAH

COMAH applies to over 1200 industrial sites across the UK. The regulations require the operators of these sites to fulfil the following obligations:

### Prepare a safety report

Safety Reports describe the situations that could give rise to a major accident and set out the procedures in place to prevent it happening. They also set out emergency response plans to ensure that if a major accident did occur it can be controlled and its effects minimized. Our Safety Reports have been approved by the Health & Safety Executive and the Environment Agency (the organizations jointly responsible for COMAH and maintaining a register of the information about individual sites).

## Cooperate with emergency organisations

COMAH sites must cooperate with local authorities, Police, Fire and Ambulance services to prepare an emergency plan intended to minimize the effects of a major accident on people or the environment in the neighboring community. We have an on site and off site emergency plan which is in place and is tested on a regular basis.

## Communicate Publicly

We have a responsibility to inform people living and working in the nearby community about COMAH and what to do in the unlikely event that a major accident occurs.

### This Leaflet

This leaflet provides you with information about the hazardous substances used by OQEMA and the situations that could arise to affect people and the environment locally. The public safety instruction overleaf has been prepared by Oxfordshire County Council, the Emergency Services, and the Health & Safety Executive. In any major emergency affecting our site you should follow these instructions unless you are asked to do otherwise by the emergency services at the time. In any major emergency situation, the police have absolute authority.

## PLEASE KEEP THIS LEAFLET IN A SAFE PLACE

**Ensure that everyone who lives or works on your premises, or is visiting, is also aware of these instructions. If you move please give this leaflet to the new occupant. Further information and further copies of this leaflet are available from our Health & Safety and Environment Manager  
Telephone (01993) 843081**

This leaflet is published by OQEMA as part of its communication obligations under the COMAH Regulations.

## Hazardous Chemicals on Site

We handle the following types of chemicals:

### Toxic substances – Hydrazine Hydrate, plus salts.

These are poisonous if inhaled, swallowed or, in some cases, absorbed by skin contact in sufficient quantities. If a major leak developed, a vapour cloud could be formed which would be dangerous.

### Substances dangerous to the environment – Hydrazine Hydrate, plus salts.

If these substances were to enter a watercourse in sufficient quantities, this would kill fish and aquatic plants and animals.

### Corrosive substances – Nitric acid

The main hazards to people include damage to eyes, skin and tissue under the skin, but inhalation or ingestion of a corrosive substance can damage the respiratory and gastrointestinal tracts.

## Potential for a major accident

In preparing the COMAH Safety Report for our site we have identified three situations where a major accident could affect people of the environment in the area surrounding our plant.

- Fire in the warehouse
- Integrity of the Nitric acid Road Tanker has been compromised
- Integrity of the Hydrazine Hydrate Road tanker has been compromised

Our management systems have been designed for these unlikely incidents and have rigorously tested to ensure that they are effective.