

EMERGENCY CONTACTS AND ASSEMBLY POINT NOTICE

DISPLAY WHERE PEOPLE GATHER

For the canteen, the hoist base and the drying room — the address, the assembly point and the numbers in large type

KD-NOT-EC-002 Rev A0

CDM 2015 reg 30: emergency procedures are in place and everyone on site knows them; the Fire Safety Order asks the same of the people responsible for the site. The emergency board at the gate and in the welfare, with the fire and first-aid procedures written out, is KD-SITE-EB-031. This is the secondary-location sheet: the same address, assembly point and numbers, in large type, for every place people gather away from that board — the canteen, the hoist base, the drying room, the top of the stair. Copy the words from the board exactly; two notices that name the assembly point differently are worse than one.

1 THIS SITE

PROJECT / SITE REF	SITE	DISPLAYED FROM	ISSUED BY

2 IN AN EMERGENCY

IN AN EMERGENCY DIAL 999

Say what has happened and how many people are hurt. Give the address and the what3words below, exactly as written. Send somebody to the gate to meet the ambulance or the fire engine and bring them in. Then tell the site manager.

THIS SITE'S ADDRESS	WHAT3WORDS FOR THE GATE
BRING THE EMERGENCY SERVICES TO	NEAREST VEHICLE ACCESS TO THE WORKS

3 ASSEMBLY POINT

ASSEMBLY POINT

WHERE EXACTLY

Go there when the alarm sounds, stay there, and answer your name. Do not go back for anything.

4 NUMBERS

WHO	NAME	NUMBER	WHEN TO CALL THEM

NEAREST A&E	NEAREST MINOR INJURIES / URGENT CARE

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-09-02	first-issue	First issue.	— not yet approved —
A0	2026-09-02	review	Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.