



ASCENSION PARISH OFFICE OF HOMELAND SECURITY & EMERGENCY PREPAREDNESS

828 S. Irma Boulevard, Building 3, Gonzales, Louisiana 70737

Telephone: (225) 621-8360 Fax: (225) 644-3039

RICHARD A. WEBRE
Director

EMERGENCY COMMUNICATIONS AUDIT

Fixed Facility

Date:	Time:	Auditor
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Company Data		Representative		
Company		Name		
Address		Title		
		Phone:		
Facility ID (RTK):		Email:		
Plant Manager		Annual		Qtr
Name & Email		Audit		Audit
Office Phone				

VALUE	SCORE	ITEM	REMARKS
<i>*+5pts /Additional GAMA Radio meeting all other audit standards.</i>			
15		Written Notification Procedures	Procedures outlining the notifications and alerts to 911 Dispatch.
		<i>Items below should be located with each radio or emergency telephone location.</i>	
5		➤ Emergency Classifications	
5		➤ Petro-Chem ER Site Map	
5		➤ Radio-Telephone SOP	
20		Alert Tools	Communication equipment designated to emergency response.
9		➤ Industry Radio	
3		Radio Condition	
3		Location & Como Check	
3		Roll Call Participation	
2		➤ Telephone	
1		Phone Location	
1		Como Check	
11		➤ LEPC Notification Procedures	
3		Procedures present.	
3		Classification levels present.	
2		Site Map present.	
3		Above located near industry radio.	
12		Notification to 911/Dispatch	Facility staff that is trained and assigned to emergency notification.
12		➤ Facility Notification Staff	
2		Identified	
2		Assigned	
4		Subject Matter Experts	
4		Manned 24/7	

VALUE	SCORE	ITEM	REMARKS
20		Chemical Release Protocols	<i>Release Impact, monitoring, consequences, and triggers for alert.</i>
7		➤ Offsite Impact	
7		How is offsite impact determined?	
7		➤ Air Monitoring	
2		How it is conducted?	
2		How are results reported internally?	
3		How are results reported externally to responders?	
4		➤ Which emergency classifications are used for:	
1		Warning adjacent facilities	
1		Road Blocks	
1		Siren Activation	
1		SIP local community	
25		Communications Drill	<i>Performance oriented and observed communications drill.</i>
25		➤ Drill Performance	
		Auditor must provide brief scenario based on company products and release impact. Facility emergency staff must use script on last page of emergency procedures for reporting over radio. This must be a live communications drill with Central Dispatch	
8		Emergency Operations Plan	<i>Comprehensive contingency and emergency planning.</i>
4		➤ EOP on file at AP OHSEP	
4		➤ TIER II Inventory Review	
100		Total Score	

Auditor		Facility Representative	
Signature		Signature	
Print Name		Print Name	
Organization		Organization	
Title		Title	
Date		Date	