



Beau's Emergency Response Plan

The following protocols are intended to keep employees and visitors at Beau's All Natural Brewing Company safe in the event of an emergency, while also minimizing damage to the brewery and ensuring a rapid and responsive communication to everyone affected.

In General

In general, Beau's All Natural Brewing Company employees must report an emergency event immediately to a member of management or designate.

A response/assessment team will be comprised of the most senior people (managers or designates) for each impacted department who are on site, with assistance from members of the Joint Health and Safety Committee (JHSC). Depending on the circumstances, and once the nature of the emergency has been determined, the most senior member of management available may assign different members to the assessment/response team. The assessment/response team is responsible for being the first to respond to an incident, assessing the severity of the emergency, communicating immediately with assigned groups as appropriate and advising the Senior Leadership Team (SLT) of the situation. They will also coordinate emergency and/or evacuation efforts within their areas of responsibility.

Not all emergencies will require the same level of response. Appropriate responses will be determined by the severity of the event and its effect on the health and safety of employees, visitors, and the brewery. Only the CEO or an appointed designee can declare a state of emergency for Beau's and can activate this plan.

For the purposes of this plan, Beau's All Natural Brewing Company defines "emergency" as an instance, or combination of instances, of unsafe conditions that pose a threat to people or property, and include: instances of fire and/or smoke; natural disaster/severe weather; chemical, biological or radiological incidents; bomb threats, structural failures and robberies.

Evacuation Procedures (Visitors and Employees)

If Beau's declares that an evacuation of the premises is necessary in response to an emergency situation, employees/visitors are required to follow the steps below:

- Do not panic.
- Upon hearing the fire alarm or when instructed to do so, stop working and immediately proceed to posted emergency exit, following posted evacuation route(s)
 - Do not bring anything with you;
 - Do not stop to look for others;
 - Touch doorknobs/door handles carefully to check for heat; and
 - Close any doors behind you.
- Proceed to designated meeting area (unless otherwise instructed).
- Report to your manager/manager for the designated area in which you are visiting.
- Managers are to report any missing individuals to appropriate emergency response team members.
- Follow instructions and cooperate with any emergency response teams, and
- Do not re-enter the building until instructed to do so.



Fire and/or Smoke

If you detect Fire and/or Smoke

- Rescue anyone in immediate danger – if it is safe to do so.
- Activate the nearest fire alarm.
- Alert others of the fire and its location.
- Call 911 from an area of safety and follow all instructions.
- If the fire is small (i.e. wastepaper basket or smaller) and/or if your only exit is restricted by fire, extinguish the fire using the nearest fire extinguisher.
 - Pull out the safety pin.
 - Aim the fire extinguisher nozzle low, at the base of the fire, depress the trigger, and move nozzle move slowly upward with a sweeping motion.
 - Do not aim nozzle at the middle or the top of the flames.
- If fire cannot be extinguished, evacuate the building immediately using the guidelines indicated below.

If you hear the fire alarm or are advised of a fire

- Follow any directives provided by a member of the JHSC or emergency personnel.
- Immediately leave the building via the nearest exit, closing all doors behind you and keeping low to the floor to avoid inhaling smoke.
- Advise a member of the JHSC if you require assistance.
- Report to the designated "Emergency Evacuation Area" (posted near exits).
- Managers are to account for their employees, visitors and/or contractors in their custodianship and immediately report any employee(s), customer (s), visitor(s), contractor(s) or individual(s) who are missing, remained in the building or refused to leave to the designated fire warden.
- Do not return until it has been declared safe to do so by the Fire Department.

If you are unable to leave your work station, or have returned to it due to fire or heavy smoke:

- Close all doors to prevent the entry of smoke and fire.
- Dial 911 to notify the authorities and inform them of who and where you are.
- Signal to the Fire Fighters, by any means possible, to draw attention to you.
- If possible, seal all cracks where smoke can get in.
- Crouch low to the floor if smoke begins to enter your area.
- Move to the nearest protected location in the room or area.
- Wait to be rescued and remain calm.
- Do not leave the area.
- Do not panic or jump.
- Listen for instructions or information which may be given by authorized personnel.

Natural Disaster or Severe Weather

- Managers are to account for their employees, visitors and/or contractors in their custodianship and ensure that everyone is inside the facility.
- Close all windows, curtains and blinds and instruct all employees and visitors to move away from windows.
- If necessary, gather employees and visitors into bathrooms or other enclosed area.
- Listen to weather reports for updates. Do not leave the enclosed area until the weather warning has been lifted.
- Stay calm. Encourage others to stay calm also.
- Obtain and distribute as necessary any emergency equipment and supplies.



Severe Chemical, Biological, Radiological Incident or Bomb Threat

- Call 911 and report the situation and follow any instructions given.
- Notify management immediately.
- Do not touch anything out of the ordinary. If it is a bomb threat, do not use any electronic devices.
- Immediately begin evacuation procedures.

Structural Failure

In the event of a power outage:

- Gather any required supplies.
- Managers are to check on all employees and visitors in their custodianship to ensure their safety.
- Ensure all backup or emergency lighting is fully operational.
- If the power outage is prolonged, consult with managers to consider dismissing employees and/or closing the facility for the remainder of the day.

In the case of water, heat, or other utility disruptions:

- All attempts will be made to determine the cause of the disruption and the probable length of shutdown.
- Where required, the local utility provider will be contacted to assess and resolve the situation.
- If the shutdown is prolonged, consult with management to consider dismissing employees or closing the facility for the day.

If ceilings, walls, or the foundation has collapsed or are collapsing:

- Exit the building immediately following your evacuation procedures.
- If exits are sealed:
 - Find a sturdy piece of furniture such as a desk or sofa and get under it, or directly beside with your body lower than the height of the object.
 - If you cannot fit, lean up against an interior wall.
 - Cover your head and mouth to prevent dust inhalation.
 - Avoid exterior walls and reduce movement around the room.
- If trapped:
 - Remain calm, orient yourself, and signal for help.
 - Depending on the situation, signaling will include tapping on walls or pipes to carry sound, calling out, or dialing for help using a cellular phone.
 - If possible, move extremities slowly for circulation until help can find you.

Robbery

- Remain calm.
- Cooperate with the suspect and any demands they may make. Do not be heroic as your safety and the safety of others is the utmost importance in this situation.
- Call 911, only after you are sure that the suspect is out of sight.
- Provide first aid as required.
- If appropriate, move to a safe location.
- Contact a senior member of the management team.
- Immediately ask all coworkers and witnesses to write down anything they can possibly remember about the incident, including appearance of the suspect(s), clothing, how they fled etc.
- Wait until the authorities arrive and cooperate with their questions.
- Refer all media inquiries to the law enforcement agency, our Corporate Communications Manager or our CEO.



Missing Employee/Visitor Procedure

- Employees will be directed by the response/assessment team member to systematically search the premises, both inside and outside (if safe to do so), including rooms, bathrooms, offices, and other areas.
- Should a search of the premises prove unsuccessful, the response/assessment team member will notify local law enforcement by calling 911. Give a description of the missing person, or a photograph (if available). The authorities will assume control of the search from this point.
- The family and/or responsible party of the missing person will also be notified. Explain what is being done to find the missing person and that the local law enforcement has been notified as well.
- All previously contacted persons and law enforcement shall be notified if the missing person turns up due to search, or of their own accord.

Notification of facility closure resulting from an emergency event

- Employees and scheduled visitors/contractors will be contacted by their manager and a note will be sent out by HR or the most senior manager available to all via email.
- Employees should proactively reach out to their managers in advance of their shifts when they are aware of a potential emergency event which may impact their ability to work.
- Notices will be posted on our webpage and through social media should our facilities be closed to the public during regular business hours.

Preventative Measures

- Every individual shall familiarize him/herself with the locations of the fire alarm, extinguishers, and evacuation points throughout the building;
- Evacuation points such as hallways, stairways and fire escapes are to be clear at all times and are not to be used for storage;
- Combustible items such as paper and cardboard and flammable materials are to be kept away from any machinery or otherwise that could create a spark or flame;
- Avoid using long and/or multiple extension cords for electronic devices;
- Report and refrain from using electrical devices with known problems (ie. frayed electrical cord, or overheating);
- If a gas leak is suspected or you are aware of any damage to building equipment, be sure to report it to management;
- All fire alarms and sprinkler systems are to be maintained on a regular basis;
- Fire drills will be held on an annual basis, everyone is to participate;
- All fire safety equipment is to be checked/tested/inspected as required.

Alternative Formats

Beau's All Natural Brewing Company is dedicated to ensuring the health and safety of all of our employees, volunteers, visitors, customers and guests. As such, we will provide our Emergency Response Plan in a format that takes into consideration individual needs.

If you are a visitor or customer and the information provided to you is unclear or is in a format that prevents you from fully knowing and understanding our process, please contact the following: ohyeah@beaus.ca or by phone at (866)-585-BEER. In person feedback may be directed to the on duty Tap Room manager at our brewery. Employees may contact their HR representative at hr@beaus.ca.



Beau's All Natural Brewing Company will work with the individual, as soon as practicable, to identify solutions and options that take into consideration their needs. Alternative options include, but are not limited to:

- Enlarged text;
- Braille format;
- Communication support either in person or over the phone;
- Documents provided via email.

If requested, and upon approval by the individual, the Individual Employee Emergency Response Plan will be shared with the person designated to provide assistance to the individual.