



<b>Process Document: Environmental Management System - Accidents &amp; Emergency Situations</b>		
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1. **Purpose:** The purpose of this process is to establish and maintain procedures that identify the potential for, and response to, accidents and emergency situations, and for preventing and mitigating the environmental impacts that may be associated with them.
2. **Scope:** This instruction applies to all of The Shyft Group, Inc.
3. **Procedure/Instruction:**
  - 3.1. Environment, Health & Safety (EHS) maintains and develops all Emergency Response procedures related to wastes from operations that are leaking, overflowing or running off-site as well as other emergency situations which could result in environmental impacts.
    - 3.1.1. Prevention and Mitigation Plans – Spill Prevention Controls and Countermeasures and Storm Water Pollution Prevention Plan.
    - 3.1.2. Hazardous Material Spill Clean-Up
  - 3.2. These procedures shall address internal and external reporting of environmental incidents and noncompliance with legal requirements.
  - 3.3. EHS will assure that this plan is reviewed and revised where necessary after the occurrence of accidents or emergency situations.
  - 3.4. EHS shall oversee periodic tests of all Emergency Response Procedures.
    - 3.4.1. The Shyft Group, Inc. Bomb Threat, The Shyft Group, Inc. Fire Plan, and The Shyft Group, Inc. Tornado Plan.
    - 3.4.2. The Process Owner will develop standard operating procedures include operating criteria for those activities that can result in significant impacts to the environment or where their absence could lead to deviations from the policy and objectives and targets.
4. **Definitions:** N/A
5. **Related Documents:**
  - 5.1. [EHS-PD-0001 The Shyft Group, Inc. Bomb Threat](#)
  - 5.2. [EHS-PD-0004 The Shyft Group, Inc. Fire Plan](#)
  - 5.3. [EHS-PD-0005 The Shyft Group, Inc. Tornado Plan](#)
  - 5.4. [EHS-PD-0013 Hazardous Material Spill Clean-up](#)

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6. Records: N/A

7. Process Flow: N/A

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