

EVACUATION DIAGRAM

Customer Name

Customer Site Address

EVACUATION PROCEDURE

ON THE DISCOVERY OF A POTENTIAL EMERGENCY

- Alert people and evacuate the immediate area.
- If safe to do so, contain fire spills or leaks by closing doors.
- Ensure an alarm has been raised by
External - Dial **000** to notify Fire Brigade
Internal - activating manual call point or raise the alarm by shouting **"FIRE"**
- Notify your Evacuation Coordinator of the location, nature and status of the emergency (e.g. fire, spills, gas leak).
- Follow your Evacuation Coordinator's instruction, and evacuate if necessary.
- If safe to do so, attempt to extinguish the fire, or if a gas leak, attempt to turn off gas mains.

NOTE: DO NOT stop to collect personal belongings
 DO NOT use lifts
 DO NOT return to the building until authorised to do so

REMOVE PEOPLE

from immediate danger. DO NOT block exits & exit routes

ALERT-RAISE THE ALARM

Advise Evacuation Coordinator/Management
 Dial 000 to notify Fire Brigade

CONTAIN FIRE & SMOKE

Select and use extinguishers if safe to do so, closing windows and doors to contain smoke/fire

EVACUATE

Use fire stairs/exits. Take others with you, proceed to the main assembly area

LEGEND



ASSEMBLY POINT

→ PATH OF EXIT



CARBON DIOXIDE (CO2)



FIRE HOSE REEL

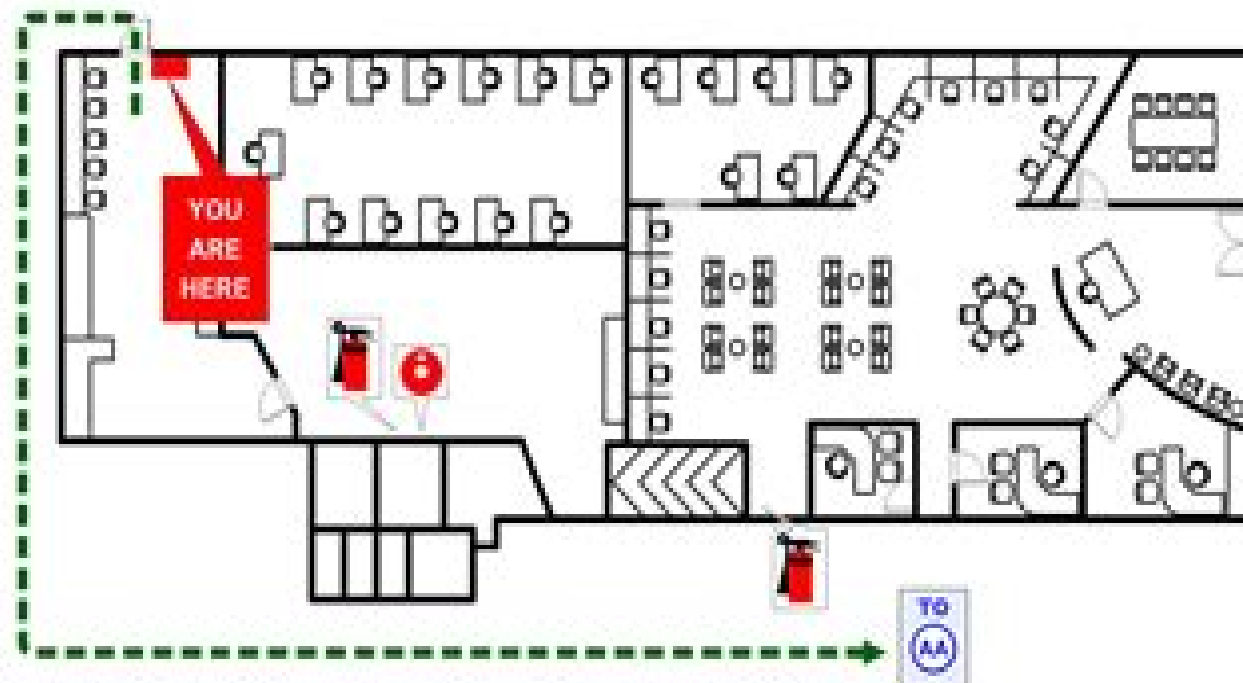
PORTABLE FIRE EXTINGUISHER GUIDE

	Class A	Class B	Class C	Class D	Class E	Class F
A	✓	✓	✓	✓	✓	✓
B	✓	✓	✓	✓	✓	✓
C	✓	✓	✓	✓	✓	✓
D	✓	✓	✓	✓	✓	✓
E	✓	✓	✓	✓	✓	✓
F	✓	✓	✓	✓	✓	✓

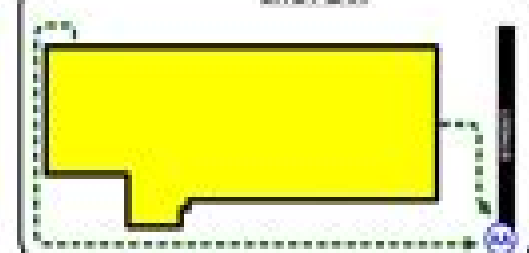


*Mobility impaired persons should evacuate immediately on hearing the alarm assisted by a nominated person.

It should be clearly understood that the primary duty of occupants is not to combat the fire, but to ensure as far as practical and to the best of their ability, the safety of themselves and others. Occupants with first attack fire fighting skills may attempt to extinguish the fire if safe to do so.



SITE PLAN



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Plan Procedure Manual Airport Evacuation

Karin Nielsen-Saines



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