

EMERGENCY EVACUATION



IMPORTANT

Workplace evacuation exercises are designed to test the ability of occupants to effectively and efficiently evacuate in response to an emergency. Evacuation should include a pre-evacuation briefing followed by a debriefing with response teams.

Potential Hazards to Avoid

- *Confusion and panic during evacuation*
- *Inability to evacuate due to injury or handicap*
- *Blocked egress and doorways*
- *Exposure to hazardous materials*
- *Inaccountability for all evacuees*

Prevention and Reducing Risk

- 1 *Stay calm! Do not rush or panic.*
- 2 *Make sure aisles and exits are clearly marked.*
- 3 *Exit routes must be continually maintained.*
- 4 *Review processes for providing help to those needing special assistance.*
- 5 *Review fire and chemical hazards specific to each work area.*
- 6 *Use the nearest safe stairs and proceed to the nearest exit.*
- 7 *Do not use the elevator.*
- 8 *Proceed to the designated Emergency Assembly Area and report to your roll taker.*
- 9 *Do not re-enter the building or work area until you have been instructed to do so.*

