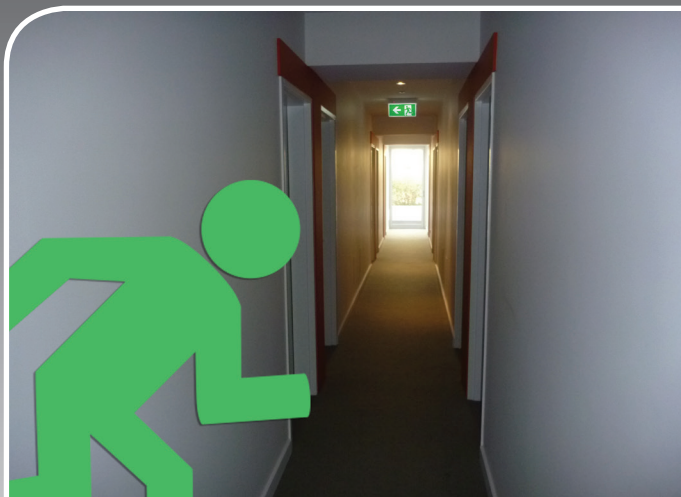


# EVACUATION PLANS & PROCEDURES



## Evacuation Plans & Procedures

AS 3745-2010

Whether it is a factory or the common area of an Owners Corporation, as soon as an employee or contractor steps on site you are required to provide a safe facility. Fire is one of many potential hazards to buildings and the workplace. Having an evacuation plan and procedure in place not only keeps your permanent staff, residents and tenants safe, it also provides valuable information for temporary staff and visitors.

### Evacuation Procedure

An evacuation procedure describes the process of operating the equipment and what actions should be undertaken in the event of a fire or hazardous emergency. For instance;

- How to operate or raise an alarm.
- How to notify the appropriate fire or emergency service.
- How to alert the persons responsible for evacuation.
- Ensure that the locations of any immobile persons are reported.

### Evacuation Plans / Diagrams

An evacuation plan is a vital part of the Emergency procedure and it is required to illustrate all the following fire safety reference points;

- Each exit of the building.
- The location of manually operated fire alarms (e.g. break glass alarms).
- The location of any fire fighting equipment in the building (e.g. fire extinguishers and hose reels).
- The designated assembly area outside the building.
- The main route from each alternate exit route to the assembly area
- Diagrams will include site specific Emergency Response Procedures and where required a separate Evacuation Assembly Area Diagram.

Through a comprehensive site inspection Mabi will prepare a practical plan and procedures that are fully compliant to AS3745-2010 and specific to your requirements.

Call Mabi today for an obligation free quote and be assured that you are partnered with a company that has:

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- Conducted thousands of strata inspections and reports;
- A Registered Building Licence and Master Builders membership;
- Qualified and courteous staff; and
- Full public liability and professional indemnity insurance.



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T: 1300 762 295 E: info@mabi.com.au  
PO Box 6194, Wantirna, Vic 3152

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