

2. Emergency Action Plan, Evacuation and Fire Drill

2.1. Introduction

- 2.1.1.** The provisions of this chapter are to provide minimum guidelines on preparation of emergency action plans and procedures to ensure the safe and efficient evacuation of all occupants in the event of an emergency.
- 2.1.2.** This guide is in no way all-inclusive nor could any manual be all inclusive of the types of emergency situations that may occur. However, this guide does offer the tenants the ability to respond in an effective manner.
- 2.1.3.** These emergency action plan procedures can be effective only through the coordinated participation of Facility Management, Occupants, Tenants, Employees, and The building staff.
- 2.1.4.** A complete understanding of the procedures by everyone in the building is essential for any Emergency Plan's success, when the situation demands.
- 2.1.5.** Practicing an evacuation and emergency procedures during a non-emergency drill provides training that will be valuable in an emergency situation.
- 2.1.6.** Successful emergency evacuation of the buildings and site, during emergencies, depends on prompt and correct decisions of the occupants and their immediate actions during the first minutes of the incident.
- 2.1.7.** In an emergency situation, occupants are on their own until the arrival of the Civil Defence, Police or Rescue Teams. This fact emphasizes the importance of emergency preparedness through ready "Emergency Action Plans", "Emergency Evacuation Procedures" and "Emergency Evacuation Drills".
- 2.1.8.** The emergency action plan predetermines the action to be taken by building staff in the event of a fire or emergency. This plan shall be put into effect immediately at the first indication of a fire or an emergency.
- 2.1.9.** This chapter is based on the guidelines of **NFPA 101, Civil Defence Safety Policies, Civil Defence experiences, NFPA Guideline on Highrise buildings and NFPA Q&A sections.**
- 2.1.10.** **Chapter 18. Responsibilities of Stake holders** shall be referred to for the responsibilities of building owners, facility management personnel, Residents, Employees and Tenants.

Did You Know?

Studies in earthquake prone regions have shown that Emergency Preparedness by developing emergency action plans and participating in emergency drills prepares people psychologically. They habitually respond confidently to successfully evacuate during real threats and emergency situations.