

## **KILMARNOCK CAMPUS GENERIC EMERGENCY EVACUATION PLAN**

LAST UPDATED 27 May 2019

### **Purpose:**

The purpose of a Generic Emergency Evacuation Plan (GEEP) is to enable visitors to the building with restricted mobility or those who may not be able to evacuate unaided to become familiar with the layout, evacuation procedures, available equipment and communication devices.

### **The building:**

Kilmarnock Campus is comprised of 4 floors. All floors in the building are accessible by using the three designated passenger lifts.

Emergency egress using the fire evacuation lift **is** possible during an evacuation, however in the first instance you should make your way to the nearest safe refuge area.

Safe refuge areas are available in each stair core on levels one, two and three and all have a refuge communication station.

All fire exits at ground floor level are accessible.

### **Action required on hearing the fire alarm:**

If able, you should leave the building immediately by the nearest fire exit and report to the assigned assembly point – details of your nearest assembly point are displayed on the fire action notice.

If you are unable to evacuate the building unaided, please proceed to one of the safe refuges located in each stair core. Activate the refuge station by pressing the silver button, await response and state name and location.

### **Other recommendations:**

It is recommended that all visitors to Kilmarnock Campus familiarise themselves with the fire alarm signals and floor layout.

### **Equipment provided:**

Deaf Alerter system for those with a hearing impairment.

All fire exits at ground floor level are accessible.

Safe refuge areas are available in each stair core on levels one, two and three and all have a refuge communication station.

Fire Evacuation lift.

Evacuation Chairs on levels one, two and three.