



## Emergency evacuation procedures for disabled people (The Sir Duncan Rice Library)

Alyson Petrie, June 2022

QG GEN014 [<https://www.abdn.ac.uk/library/documents/guides/qggen014.pdf>]

### Emergency evacuation procedures for those unable to use the stairs

- There are Fire Evacuation lifts at both the north and south sides of The Sir Duncan Rice Library. These are designed for the safe evacuation of those unable to use the stairs.
- Beside the Fire Evacuation lifts are clearly signposted refuge areas equipped with an emergency signal button.
- In the event of an emergency, any person unable to use the stairs to evacuate the building should go to the nearest refuge area and press the emergency signal button.
- Pressing the emergency signal button allows communication, via a speaker, with a trained Fire Lift Evacuation Assistant, users should then wait in the refuge area for the arrival of an Evacuation Assistant.
- The Evacuation Assistant, on arrival in the lift, will assist with evacuation to the Ground Floor and ensure that they reach the Fire Assembly Muster Point on the Academic Square.
- Evacuation Assistants should be available at all times that the Library is open.

**If persons using the Library know that they may require assistance to leave the building in the event of any emergency, it would be helpful if they make themselves known to staff at the Welcome Desk (in the Ground Floor lobby) on arrival.**

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#### Contact details:

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