

TITLE: Evacuation Coordination

TARGET POPULATION: Employees who are not members of emergency response teams or fire brigades but who are responsible for directing and assisting employees in the event of an evacuation. Evacuation coordination may include the Incident Commanders, Building Captains, and employees who will assist in evacuating others.

OVERALL LEARNING OBJECTIVES:

- Roles and responsibilities.
- Fixed fire-suppression systems.
- Evacuation drills.

CHAPTER 1: ROLES AND RESPONSIBILITIES – MAJOR CONTENTS

- Emergency Action Plan.
- **Activity 1a: What to Do In an Emergency**
- **Activity 1b: What Is An Emergency Action Plan?**
- Evacuation Team.
- Incident Management Systems
- **Activity 2: Incident Management System**
- Directing and Assisting
- **Activity 3: Directing and Assisting**

CHAPTER 2: FIXED FIRE-SUPPRESSION SYSTEMS – MAJOR CONTENTS

- Automatic Sprinkler Systems
- Carbon Dioxide Systems
- Dry and Wet Chemical Systems
- **Activity 4: Identifying Elements of a Wet Chemical System**
- Class II Standpipe Systems

CHAPTER 3: EVACUATION DRILLS – MAJOR CONTENTS

- Planning a Drill – Getting Started
- Designing a Proposal
- Organizing
- **Activity 5: Organizing a Drill**
- Implementing
- Evaluating