### Generic Emergency Evacuation Plan

Loughborough University

### **Butler Court Block A**

LAST UPDATED December 2016

### 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.

If you feel that this document does not provide you with sufficient information or that you require further assistance, please contact the Loughborough University Fire Officer on 01509 222182.

### The building:

Butler Court Block A building comprises of 4 floors. A single accessible fire exit is available at ground level.

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

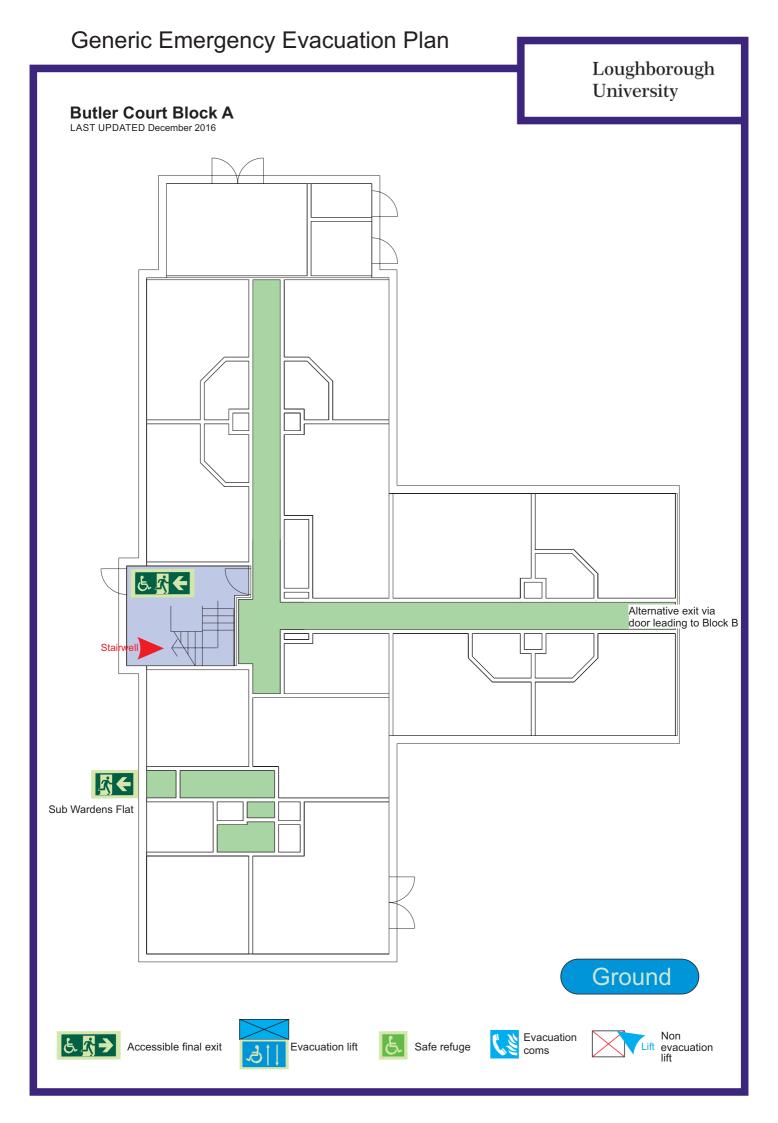
If able, you should leave the building immediately by the nearest fire exit (see attached floor plan) and report to the assigned assembly point for the building.

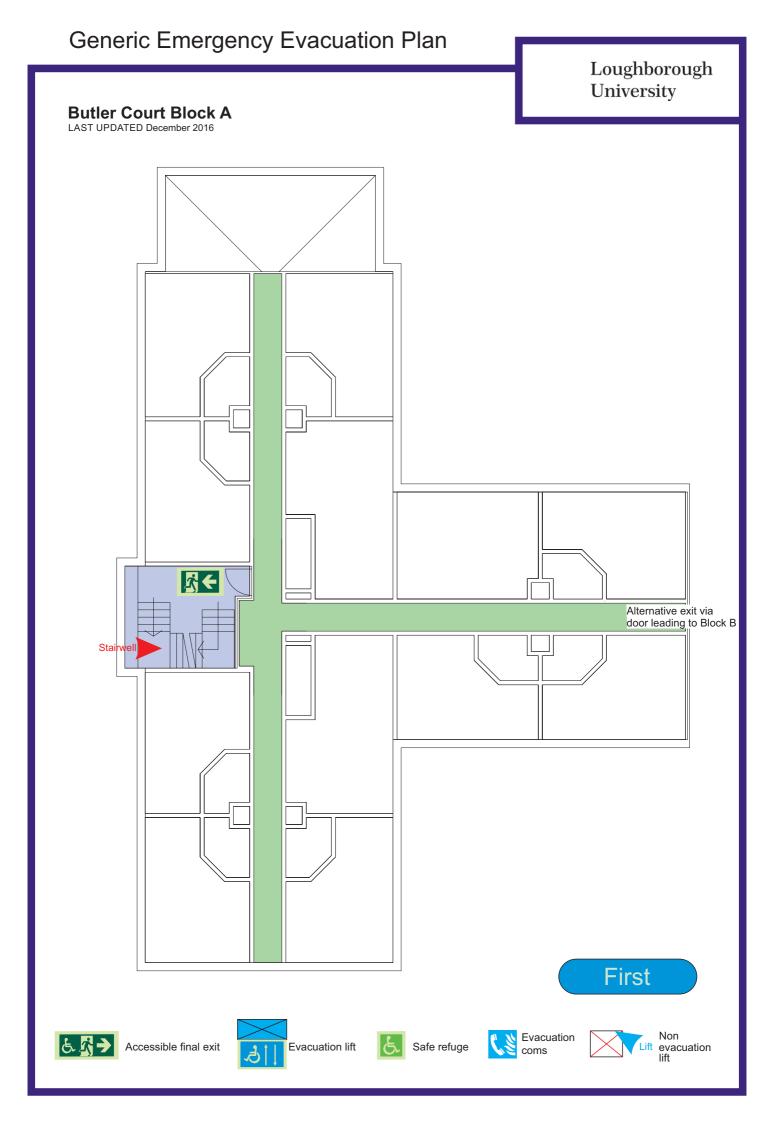
### Other recommendations:

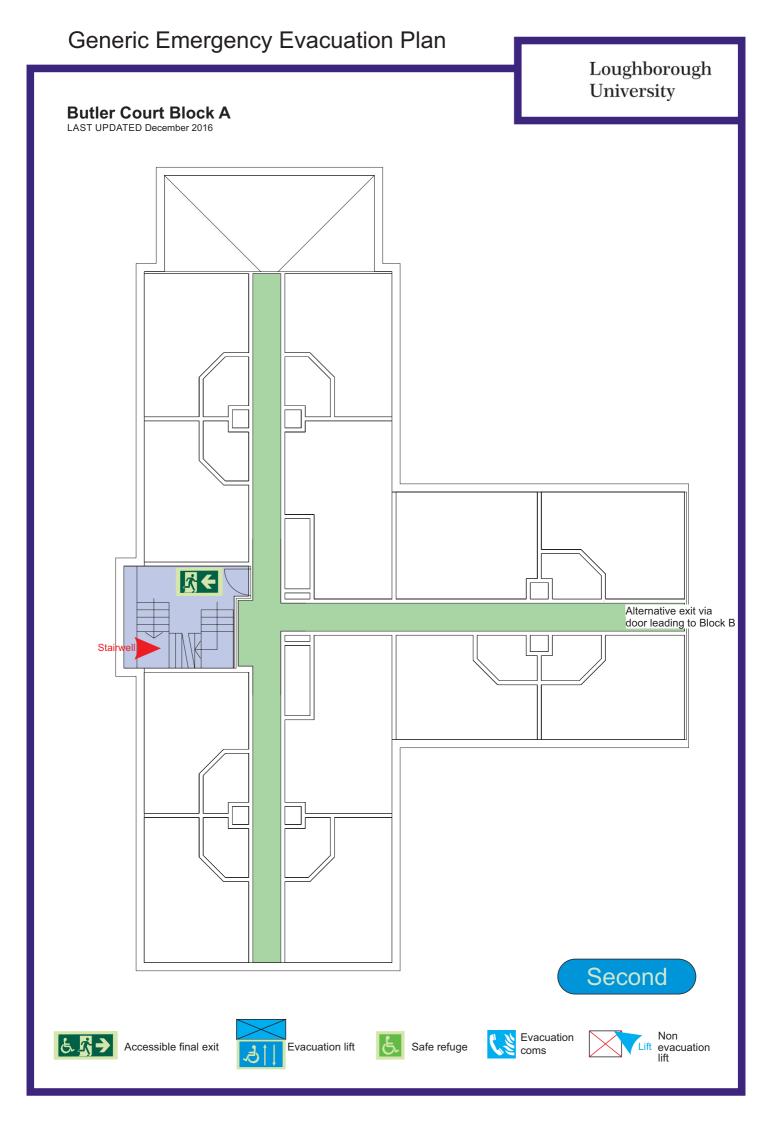
It is recommended that all visitors to the Butler Court Block A building should familiarise themselves with the fire alarm signals and floor layout. Floor plans and evacuation equipment locations have been provided with this document.

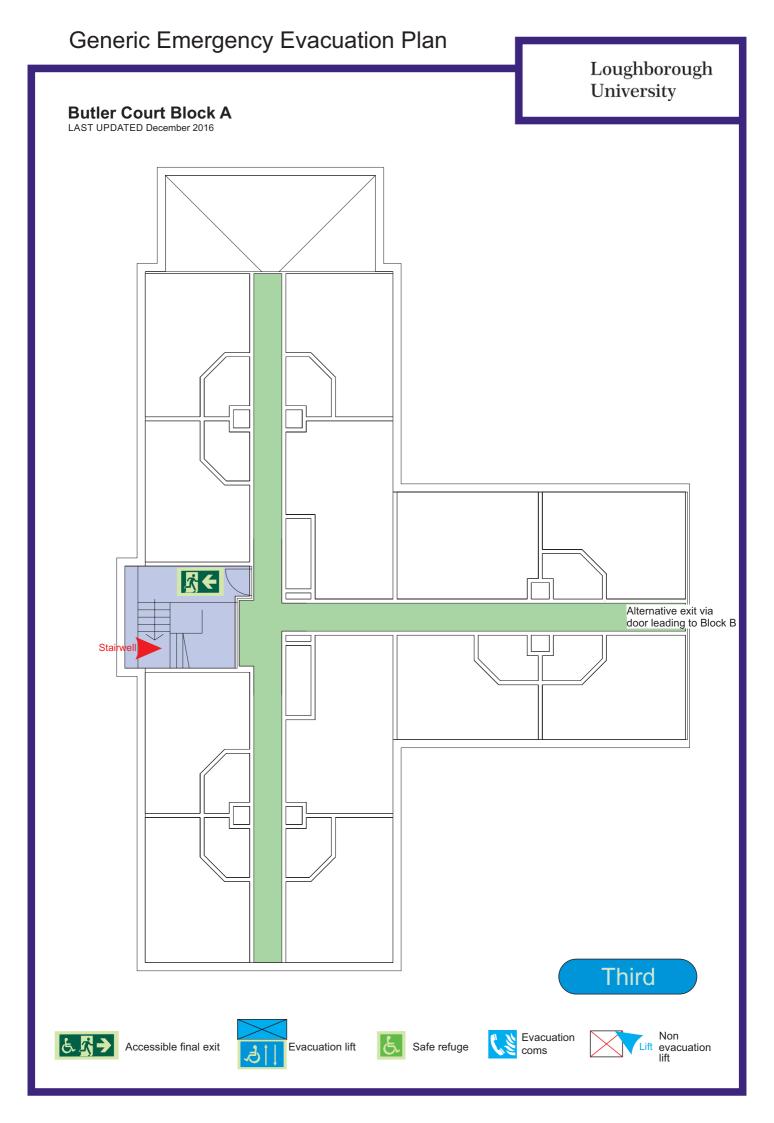
### **Equipment provided:**

Accessible fire exits are available on the ground floor of the building.









### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



When alarm is given - do not panic, do not run.

Leave the building following the fire emergency exit signs.

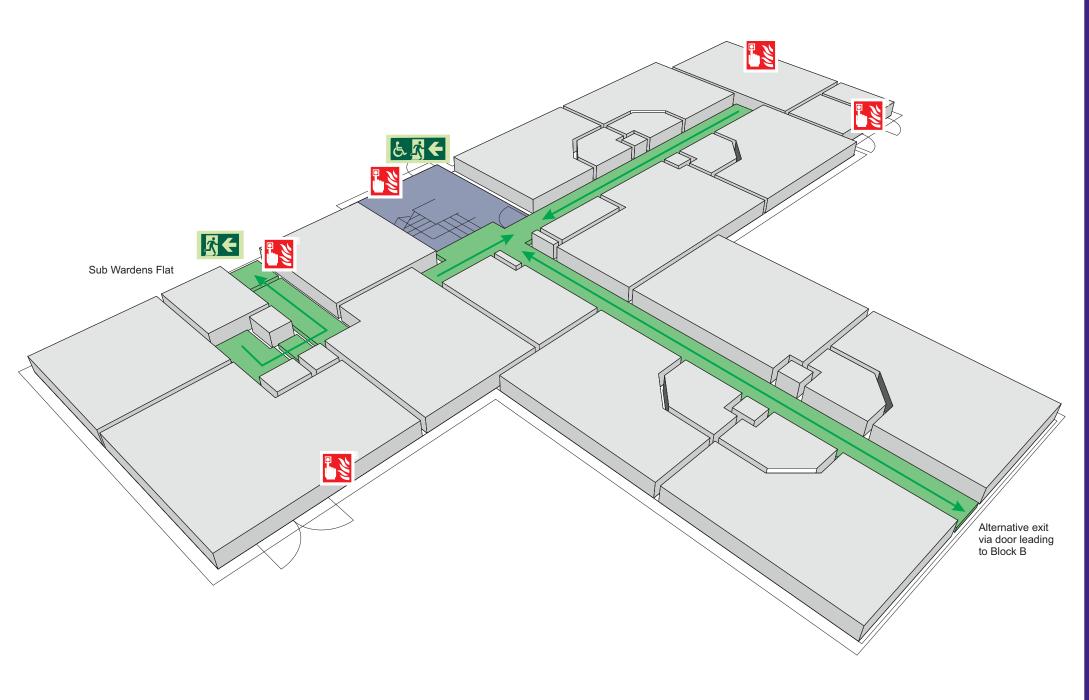
ASSEMBLY POINT 4 IS ALLOCATED TO THE



Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

### 

### Butler Court Block A Ground Floor



Loughborough University



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



**Assembly point** 



Safe refuge



Evac lift





### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



When alarm is given - do not panic, do not run.

Leave the building following the fire

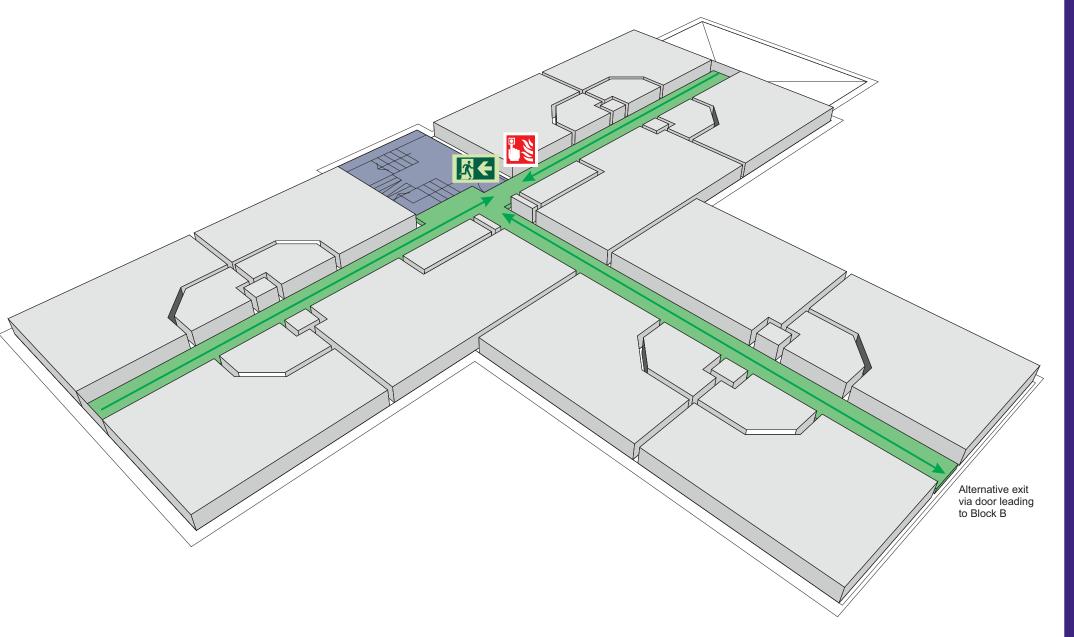




Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

### ASSEMBLY POINT 4 IS ALLOCATED TO THE BUILDINGS SHOWN IN YELLOW

### Butler Court Block A First Floor



Loughborough University



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



**Assembly point** 



Safe refuge



Evac lift



Evac coms



### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



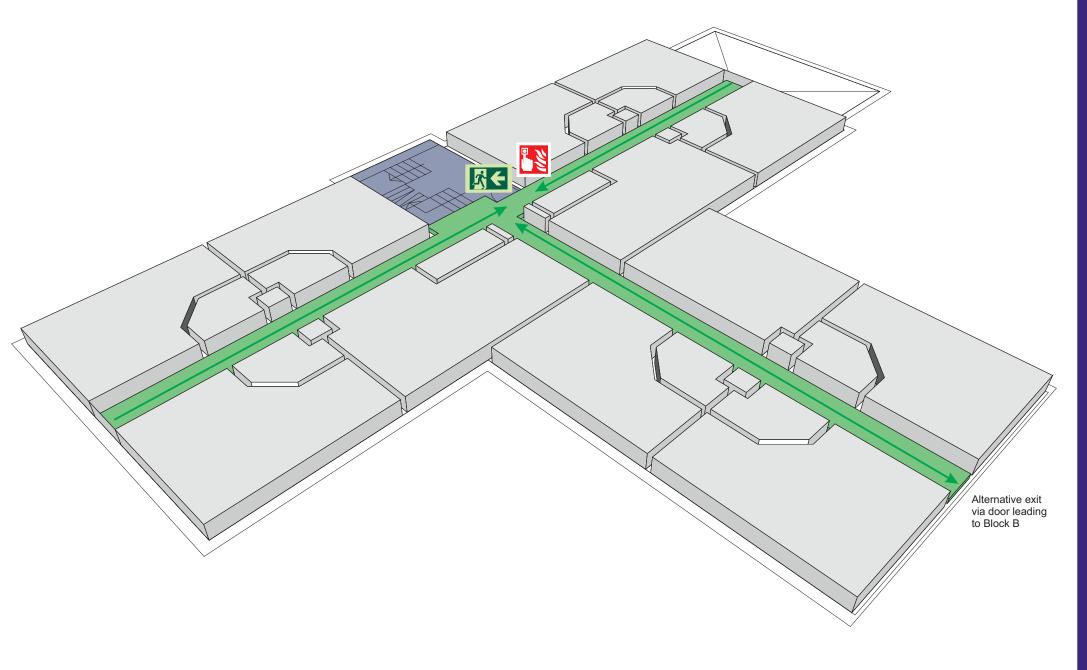
When alarm is given - do not panic, do not run.
Leave the building following the fire emergency exit signs.



Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

### ASSEMBLY POINT 4 IS ALLOCATED TO THE BUILDINGS SHOWN IN YELLOW

### Butler Court Block A Second Floor



Loughborough University



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



**Assembly point** 



Safe refuge



Evac lift





### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



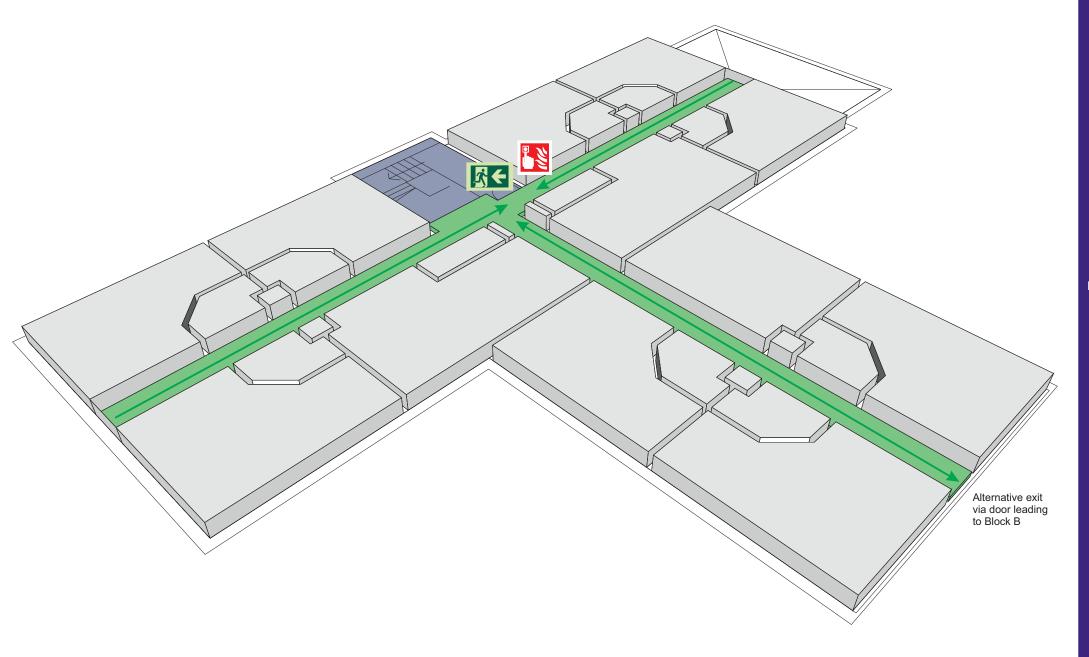
When alarm is given - do not panic, do not run.
Leave the building following the fire emergency exit signs.



Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

### ASSEMBLY POINT 4 IS ALLOCATED TO THE BUILDINGS SHOWN IN YELLOW

### Butler Court Block A Third Floor



Loughborough University



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



**Assembly point** 



Safe refuge



Evac lift





### Generic Emergency Evacuation Plan

Loughborough University

### **Butler Court Block B**

LAST UPDATED December 2016

### **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.

If you feel that this document does not provide you with sufficient information or that you require further assistance, please contact the Loughborough University Fire Officer on 01509 222182.

### The building:

Butler Court Block B building comprises of 4 floors. A single accessible fire exit is available at ground level.

### Action required on hearing the fire alarm:

If able, you should leave the building immediately by the nearest fire exit (see attached floor plan) and report to the assigned assembly point for the building.

### Other recommendations:

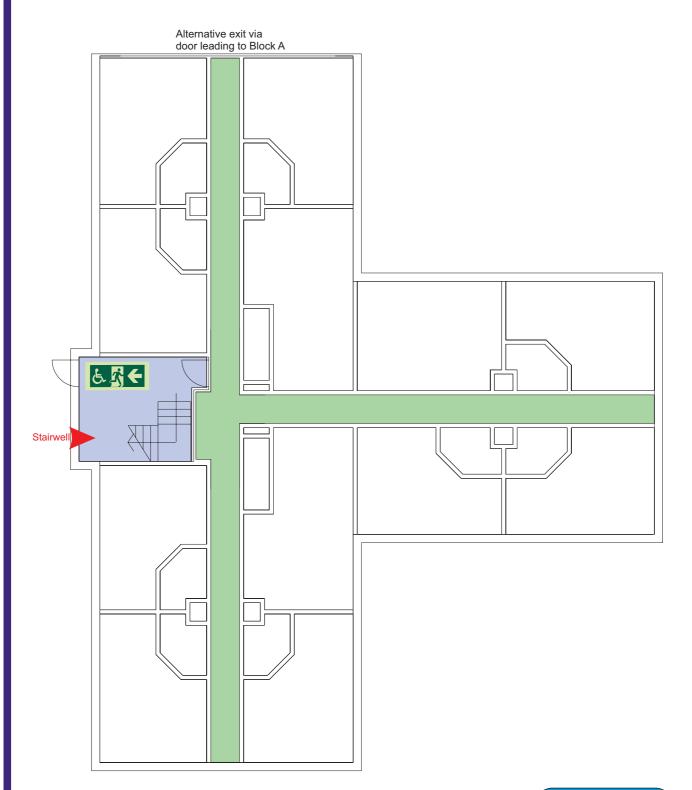
It is recommended that all visitors to the Butler Court Block B building should familiarise themselves with the fire alarm signals and floor layout. Floor plans and evacuation equipment locations have been provided with this document.

### **Equipment provided:**

Accessible fire exits are available on the ground floor of the building.

### **Butler Court Block B**

LAST UPDATED December 2016



Ground





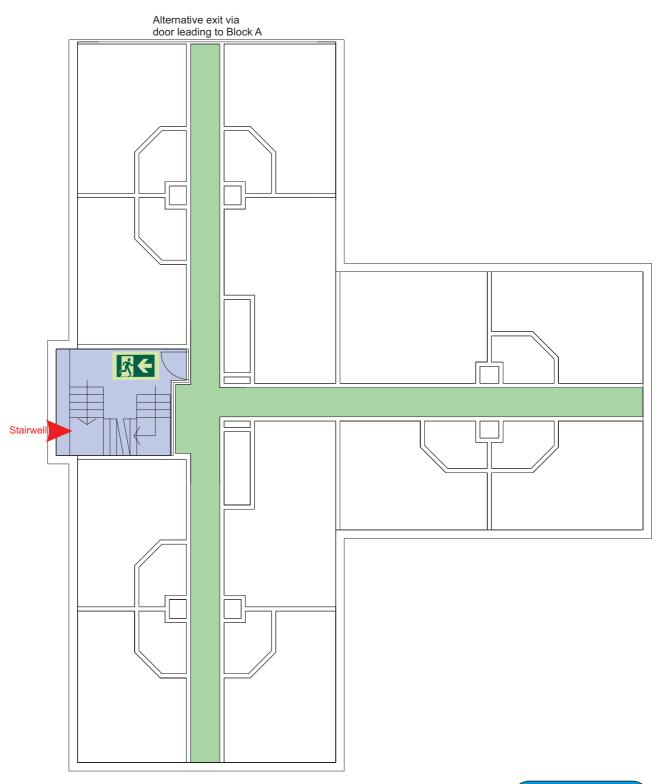






Loughborough University

### **Butler Court Block B**







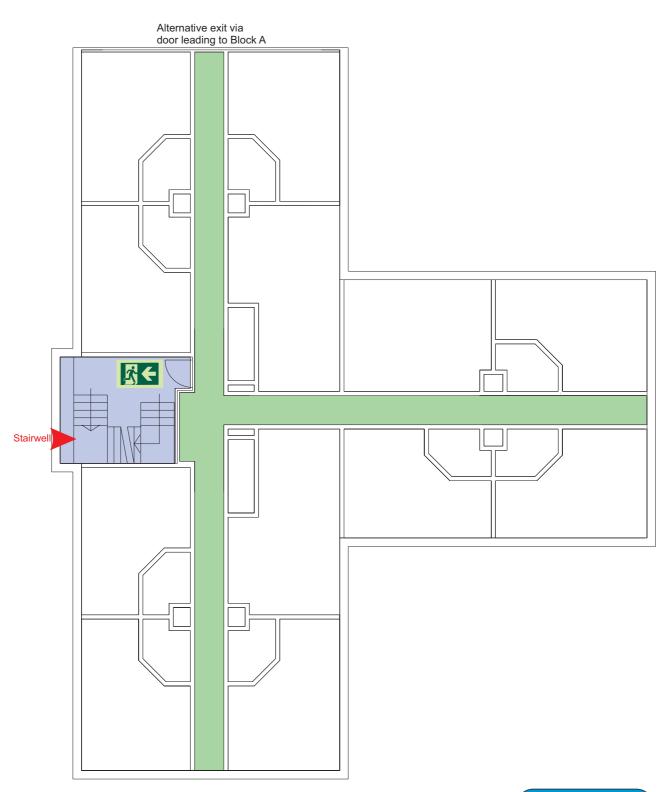








### **Butler Court Block B**







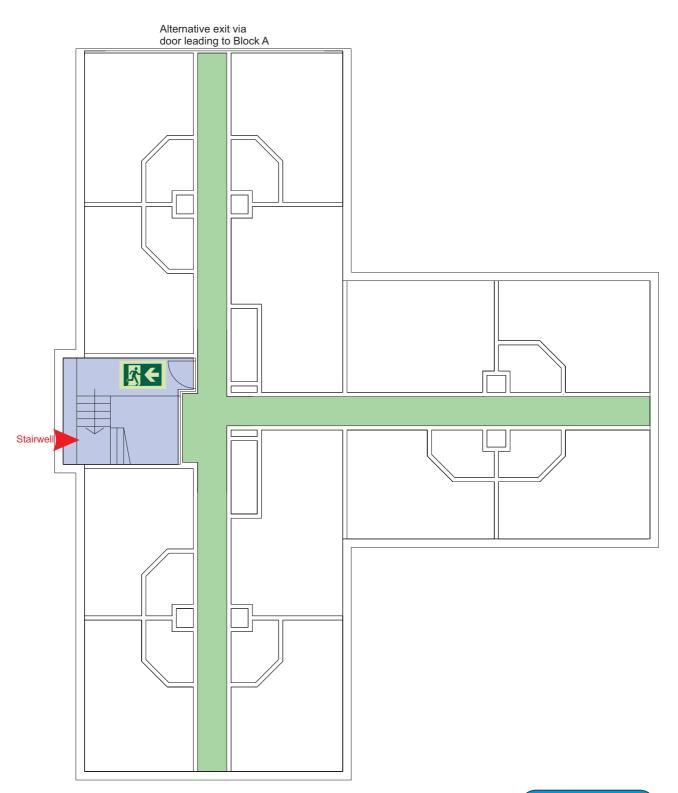








### **Butler Court Block B**















### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



When alarm is given - do not panic, do not run.
Leave the building following the fire emergency exit signs.



Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

# ASSEMBLY POINT 4 IS ALLOCATED TO THE BUILDINGS SHOWN IN YELLOW

### **Butler Court Block B Ground Floor**



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



Assembly point



Safe refuge

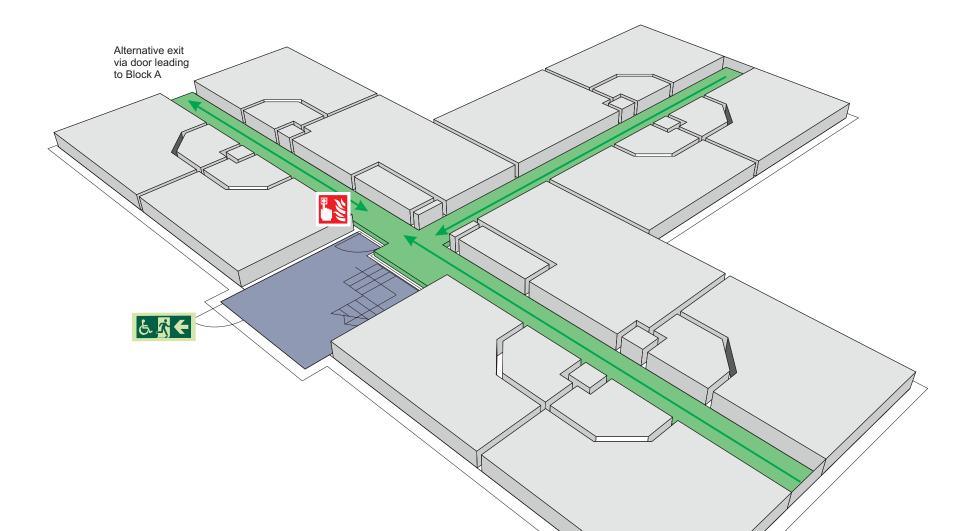


Evac lift



Evac coms





### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



When alarm is given - do not panic, do not run.

Leave the building following the fire emergency exit signs.



Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

# ASSEMBLY POINT 4 IS ALLOCATED TO THE BUILDINGS SHOWN IN YELLOW

### Butler Court Block B First Floor





Fire exit



Wheelchair accessible exit



Fire escape route



Assembly point



Safe refuge

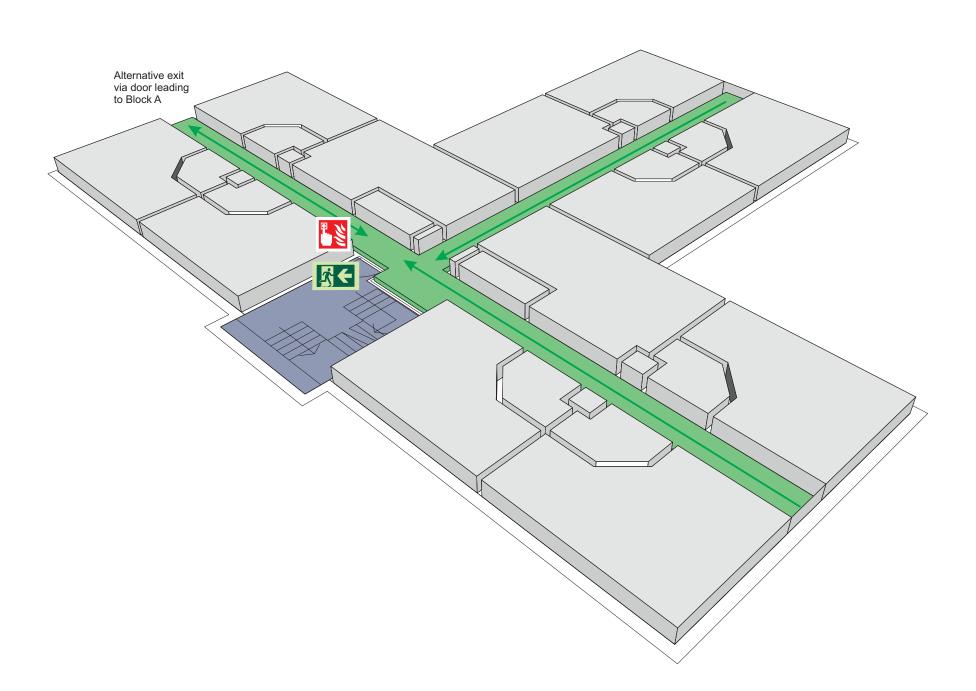


Evac lift



Evac coms





### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm. Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

**Evacuate building and go to assembly** point. Your assembly point is:-

**Assembly Point 4** 



When alarm is given - do not panic, do

Leave the building following the fire emergency exit signs.



Do not re-enter the building unless told to do so by the Fire Marshall, Warden or

### ASSEMBLY POINT 4 IS ALLOCATED TO THE **BUILDINGS SHOWN IN YELLOW**







Fire exit



Wheelchair accessible exit



Fire escape route



**Assembly point** 



Safe refuge



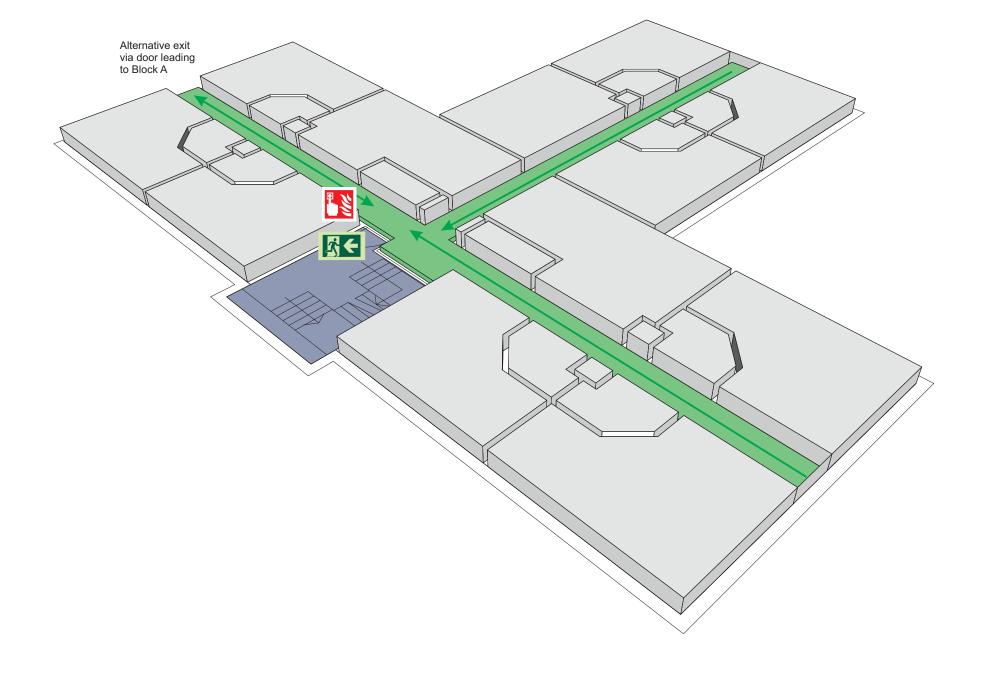
Evac lift



**Evac coms** 







### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



When alarm is given - do not panic, do not run.
Leave the building following the fire

emergency exit signs.



Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

# ASSEMBLY POINT 4 IS ALLOCATED TO THE BUILDINGS SHOWN IN YELLOW

### Butler Court Block B Third Floor



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



Assembly point



Safe refuge

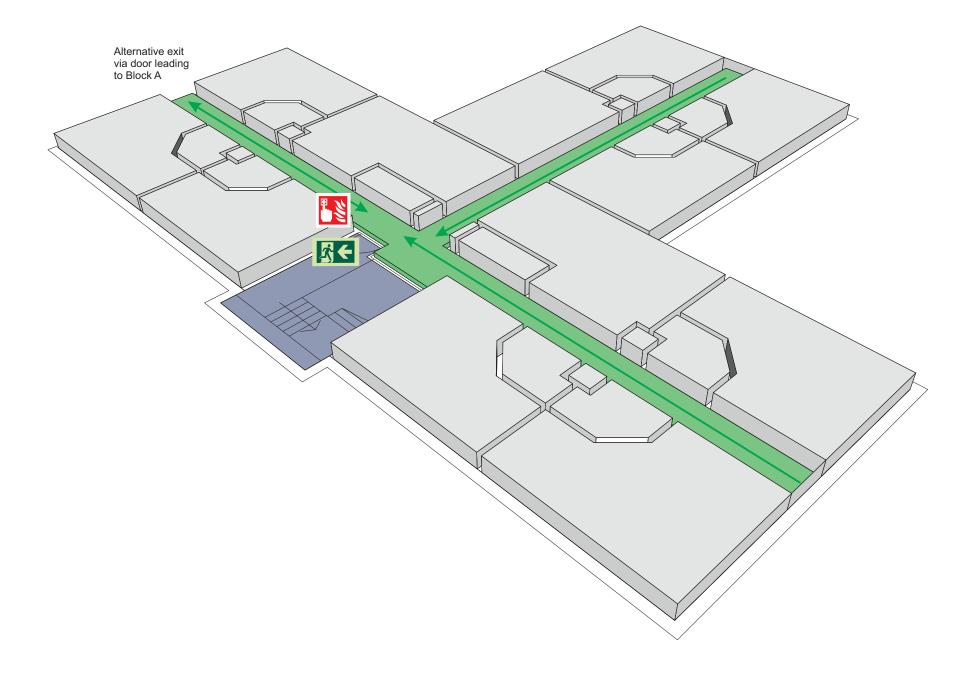


Evac lift



Evac coms





### Generic Emergency Evacuation Plan

Loughborough University

### **Butler Court Block C**

LAST UPDATED December 2016

### 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.

If you feel that this document does not provide you with sufficient information or that you require further assistance, please contact the Loughborough University Fire Officer on 01509 222182.

### The building:

Butler Court Block C building comprises of 4 floors. A single accessible fire exit is available at ground level.

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

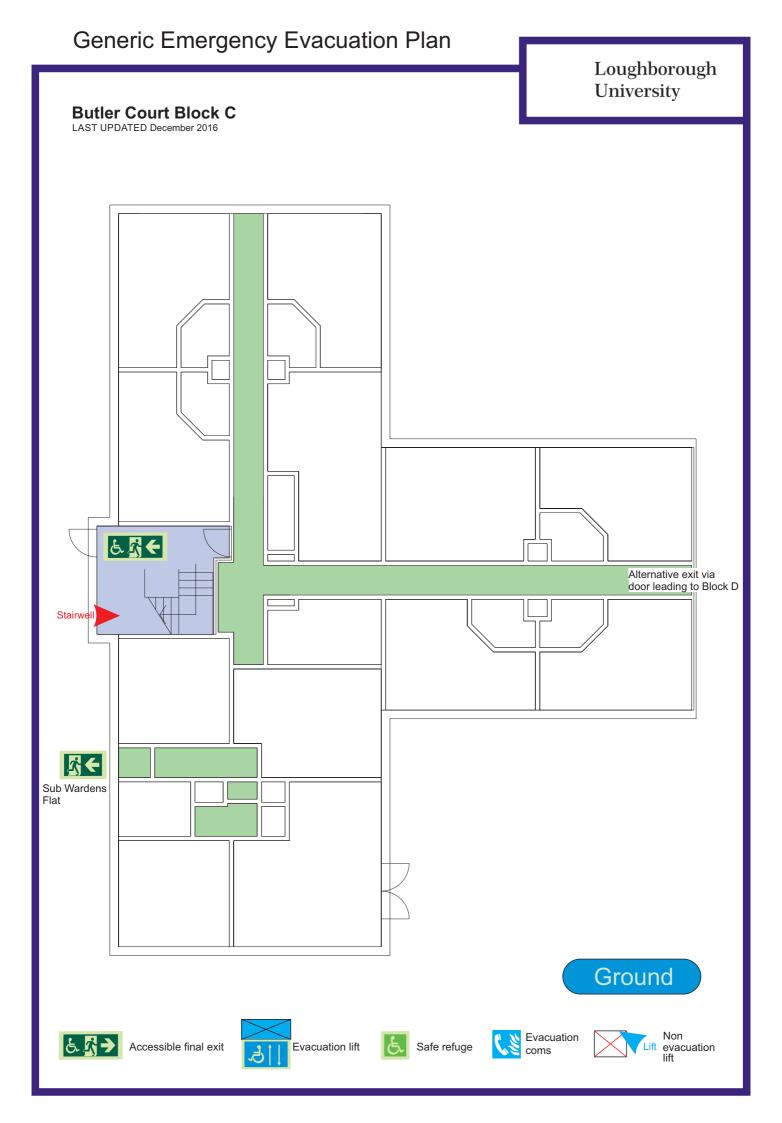
If able, you should leave the building immediately by the nearest fire exit (see attached floor plan) and report to the assigned assembly point for the building.

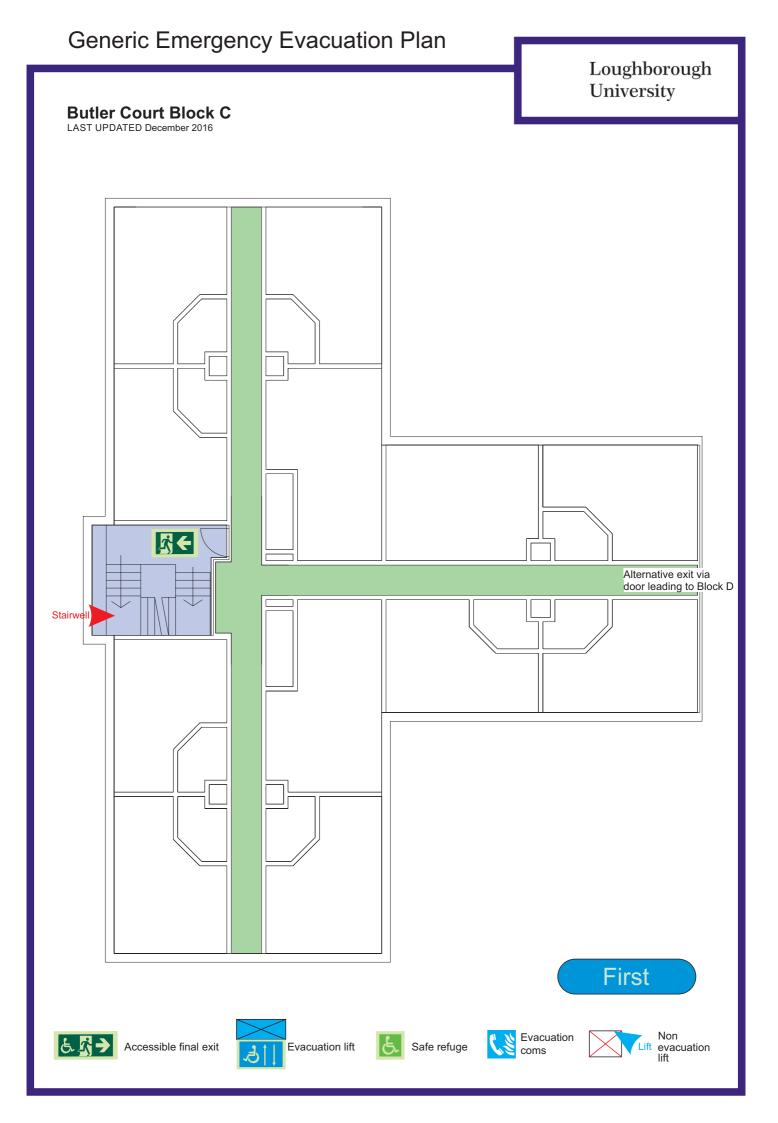
### Other recommendations:

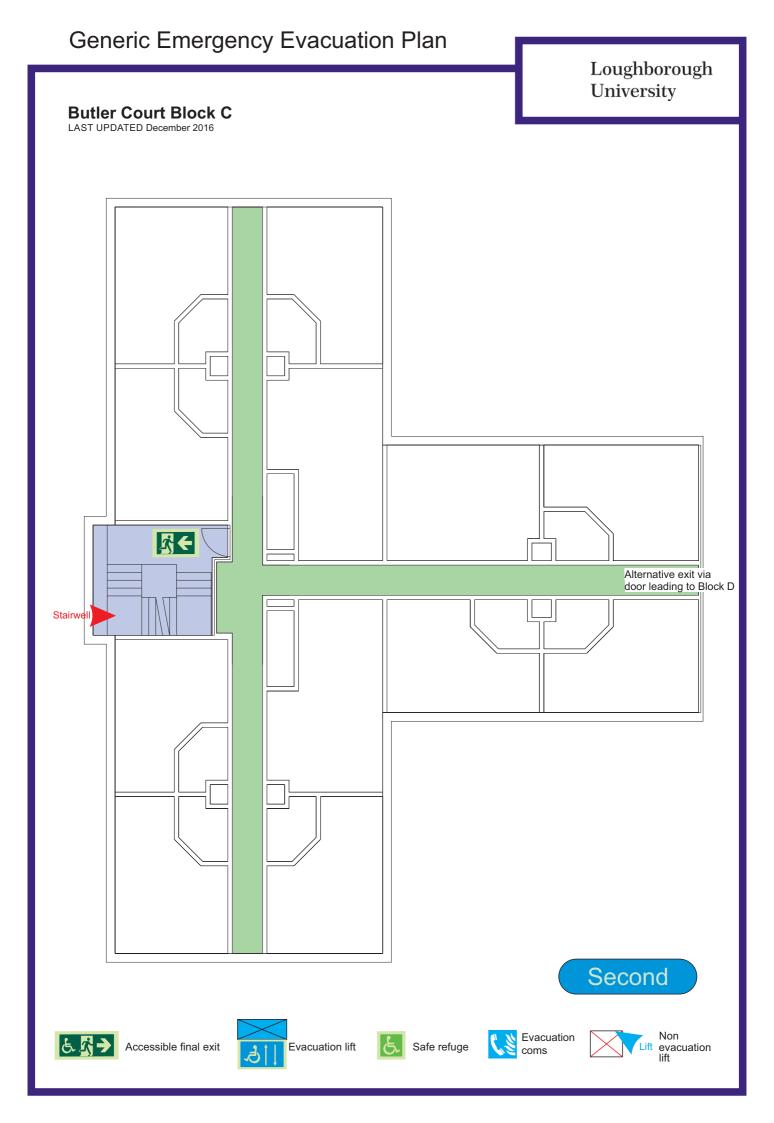
It is recommended that all visitors to the Butler Court Block C Building should familiarise themselves with the fire alarm signals and floor layout. Floor plans and evacuation equipment locations have been provided with this document.

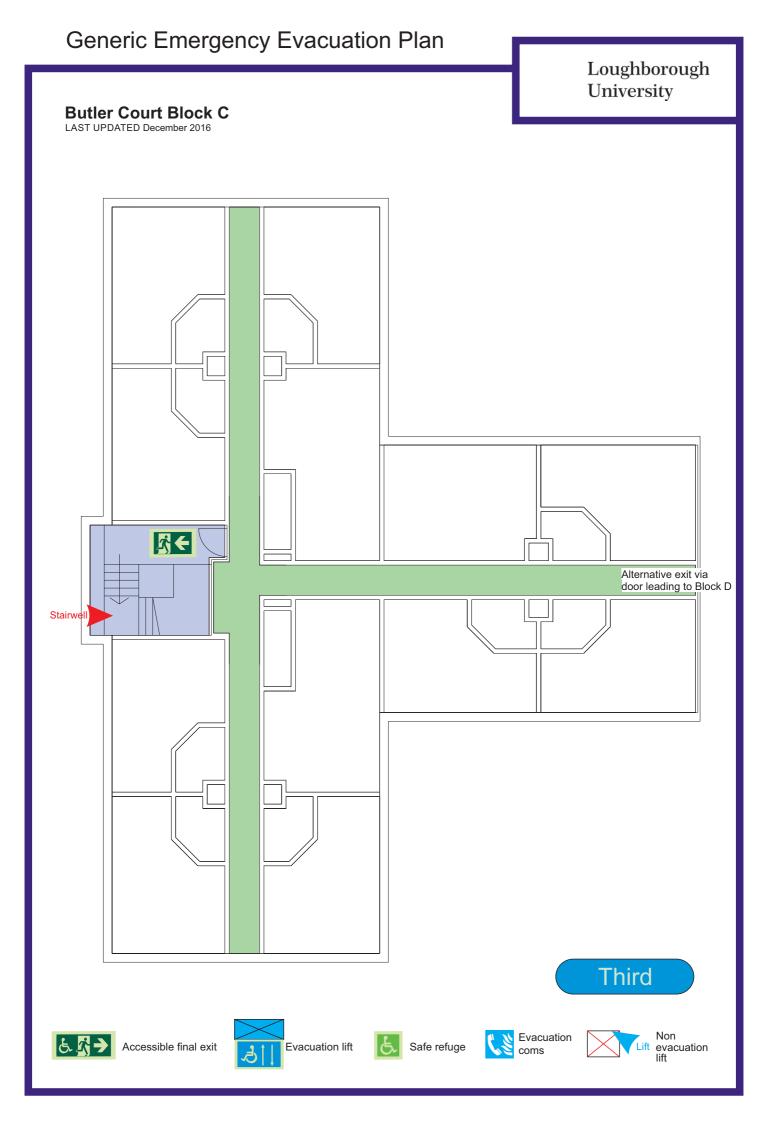
### **Equipment provided:**

Accessible fire exits are available on the ground floor of the building.









### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



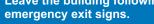
ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



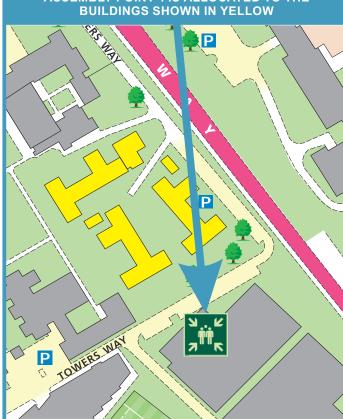
When alarm is given - do not panic, do not run.
Leave the building following the fire



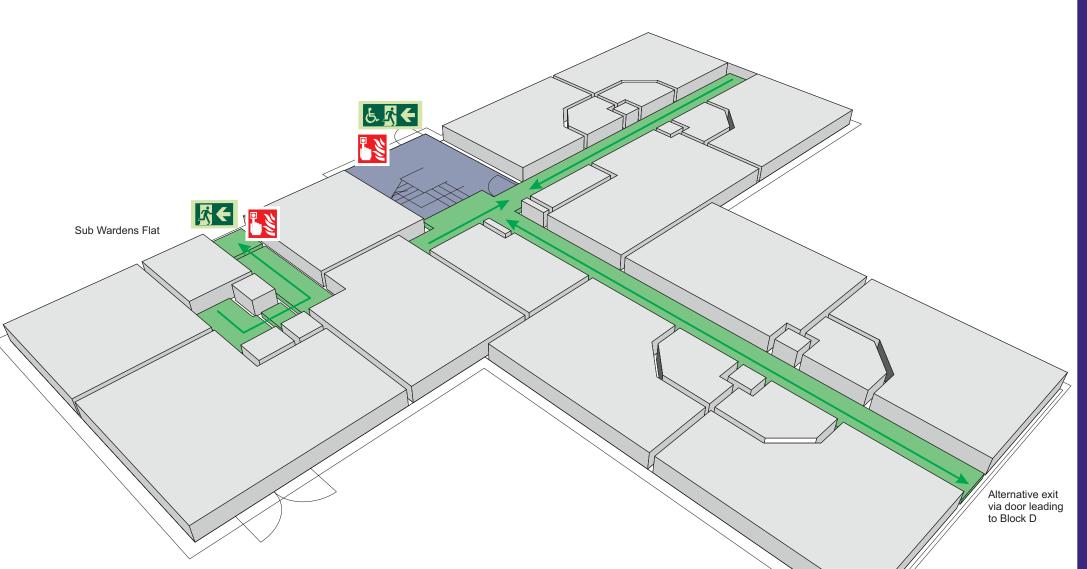


Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

### ASSEMBLY POINT 4 IS ALLOCATED TO THE



### Butler Court Block C Ground Floor



Loughborough University



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



**Assembly point** 



Safe refuge



Evac lift





### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



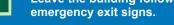
ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



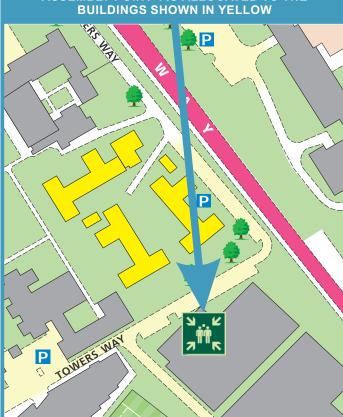
When alarm is given - do not panic, do not run.
Leave the building following the fire



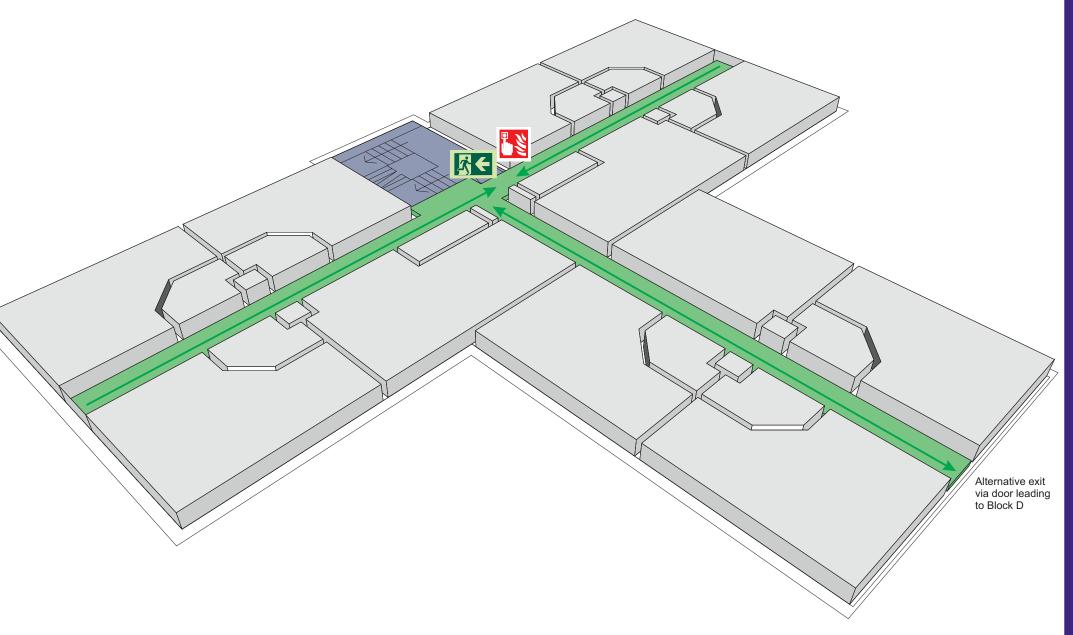


Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

### ASSEMBLY POINT 4 IS ALLOCATED TO THE



### Butler Court Block C First Floor



Loughborough University



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



**Assembly point** 



Safe refuge



Evac lift



**Evac coms** 



### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



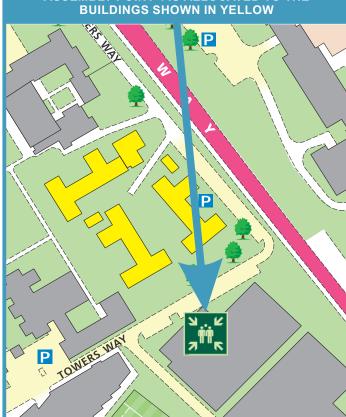
When alarm is given - do not panic, do not run.

Leave the building following the fire emergency exit signs.

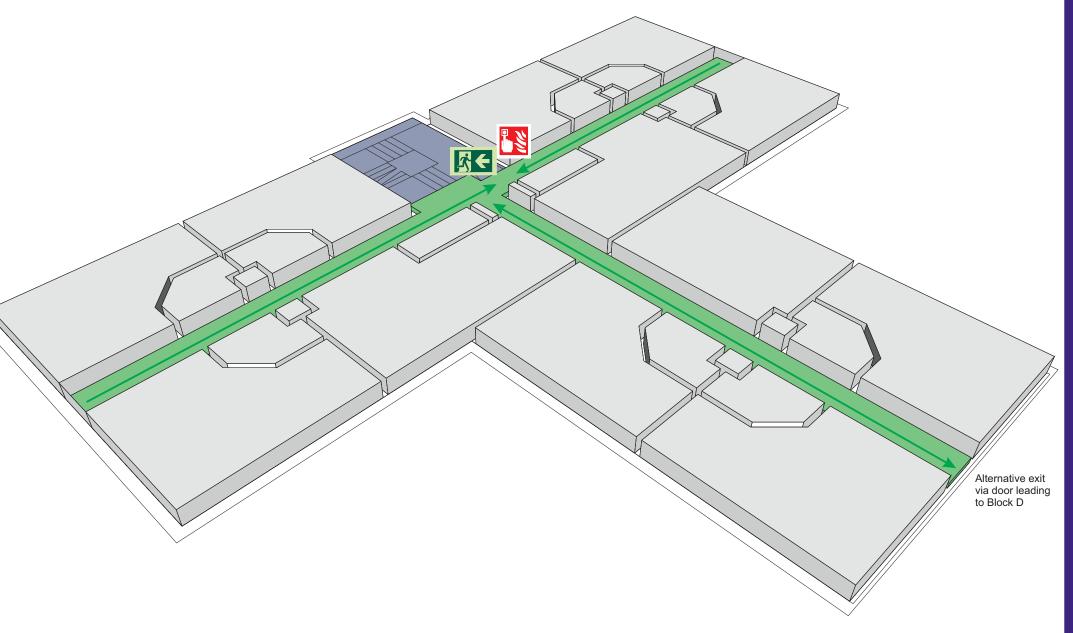


Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

### ASSEMBLY POINT 4 IS ALLOCATED TO THE



### Butler Court Block C Second Floor



Loughborough University



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



**Assembly point** 



Safe refuge



Evac lift



**Evac coms** 



### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



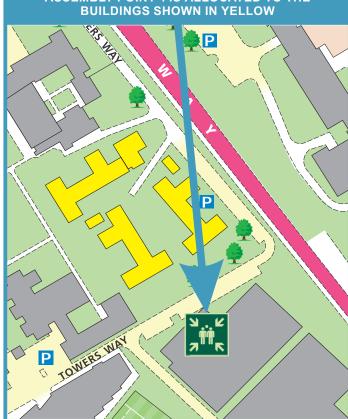
When alarm is given - do not panic, do not run.
Leave the building following the fire

emergency exit signs.

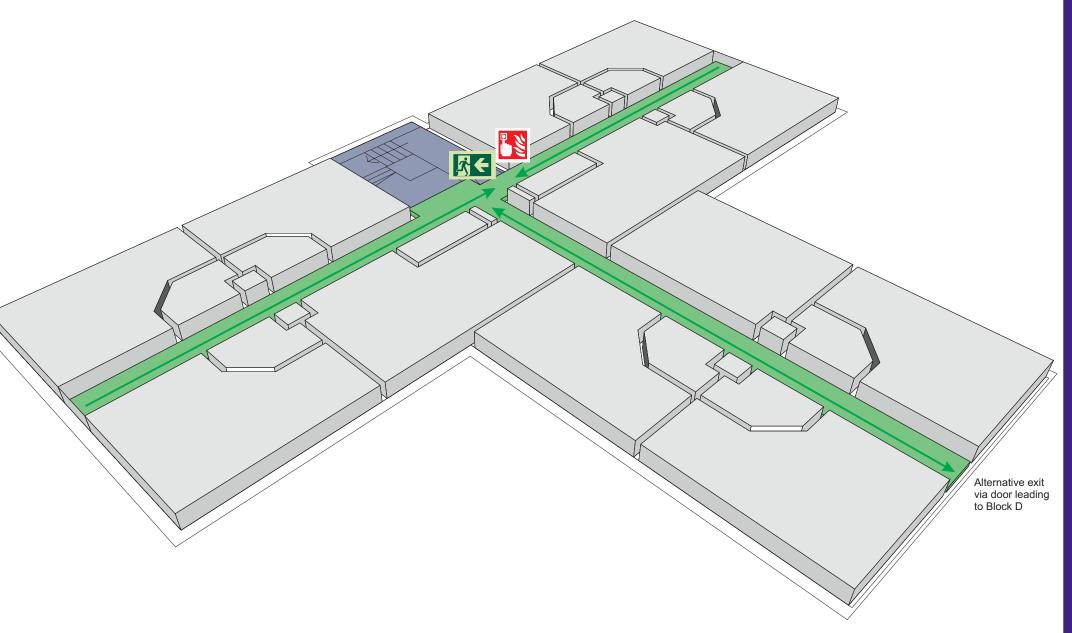


Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

### ASSEMBLY POINT 4 IS ALLOCATED TO THE







Loughborough University



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



Assembly point



Safe refuge



Evac lift





### Generic Emergency Evacuation Plan

Loughborough University

### **Butler Court Block D**

LAST UPDATED December 2016

### **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.

If you feel that this document does not provide you with sufficient information or that you require further assistance, please contact the Loughborough University Fire Officer on 01509 222182.

### The building:

Butler Court Block D building comprises of 4 floors. Several accessible fire exits are available at ground level.

### Action required on hearing the fire alarm:

If able, you should leave the building immediately by the nearest fire exit (see attached floor plan) and report to the assigned assembly point for the building.

### Other recommendations:

It is recommended that all visitors to the Butler Court Block D building should familiarise themselves with the fire alarm signals and floor layout. Floor plans and evacuation equipment locations have been provided with this document.

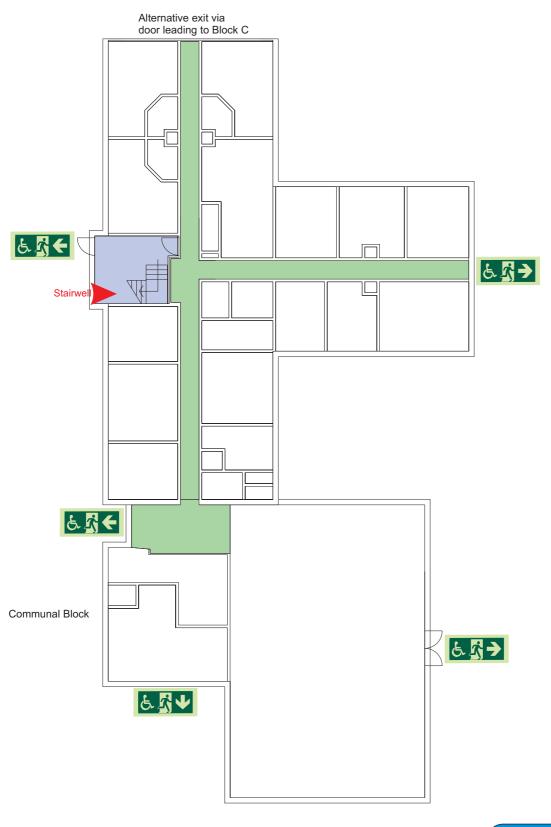
### **Equipment provided:**

Accessible fire exits are available on the ground floor of the building.

Lough boroughUniversity

### **Butler Court Block D**

LAST UPDATED December 2016



Ground



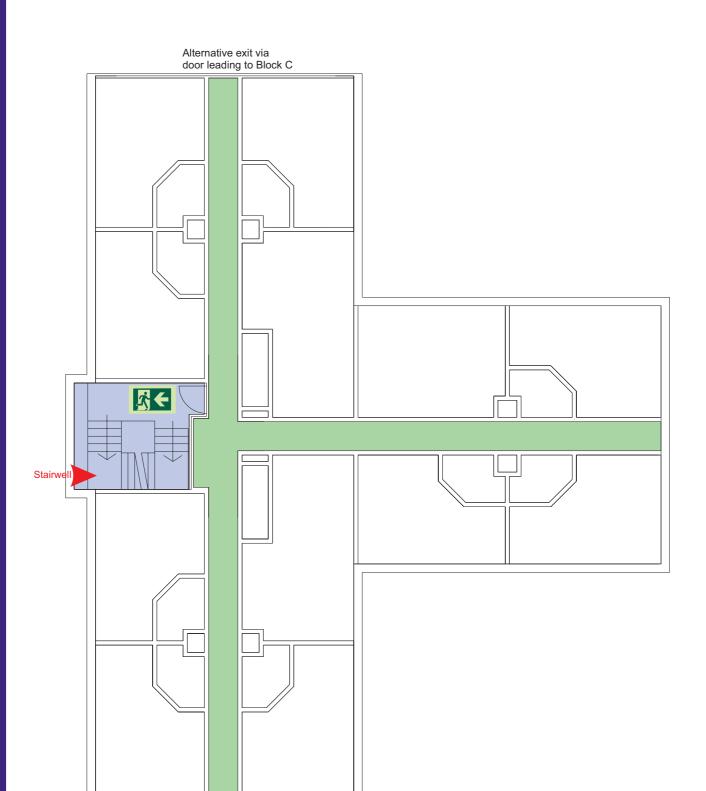








### **Butler Court Block D**







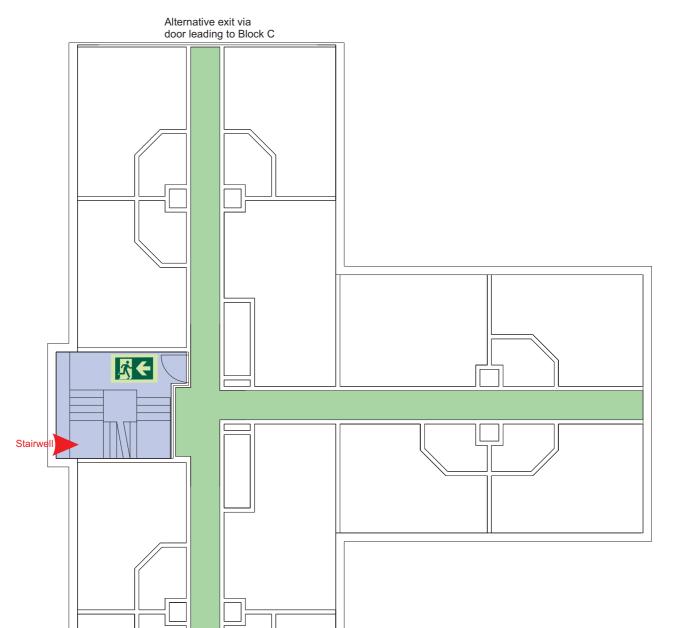








### **Butler Court Block D**











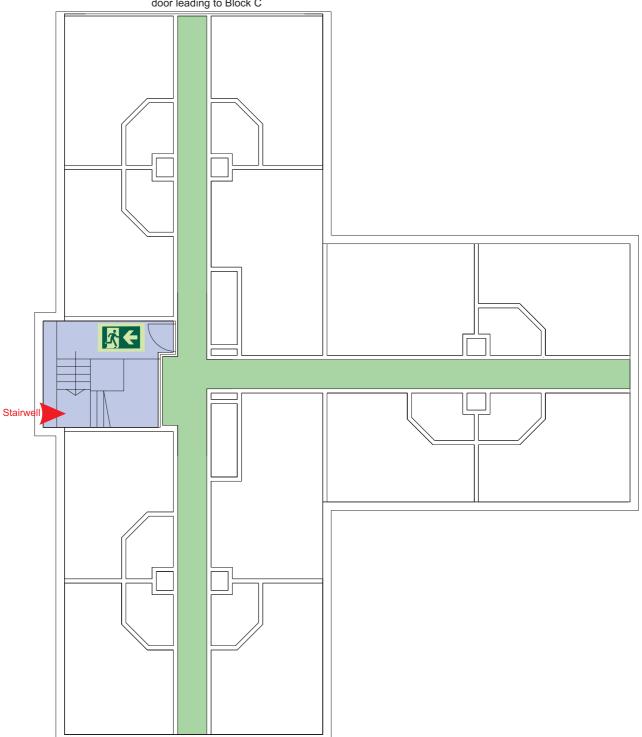




### **Butler Court Block D**

LAST UPDATED December 2016

Alternative exit via door leading to Block C



Third











### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

Assembly Point 4



When alarm is given - do not panic, do not run. Leave the building following the fire

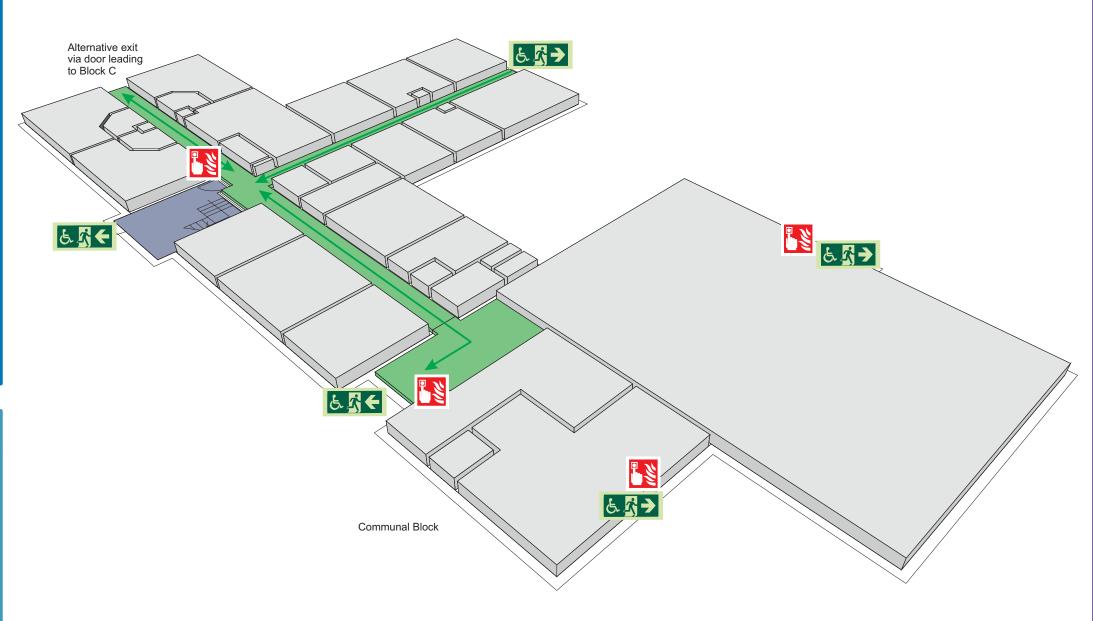
emergency exit signs.



Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

# ASSEMBLY POINT 4 IS ALLOCATED TO THE BUILDINGS SHOWN IN YELLOW

### Butler Court Block D Ground Floor



Loughborough University



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



**Assembly point** 



Safe refuge



Evac lift





### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



When alarm is given - do not panic, do not run.

Leave the building following the fire emergency exit signs.



Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

# ASSEMBLY POINT 4 IS ALLOCATED TO THE BUILDINGS SHOWN IN YELLOW

### Butler Court Block D First Floor





Fire exit



Wheelchair accessible exit



Fire escape route



Assembly point



Safe refuge

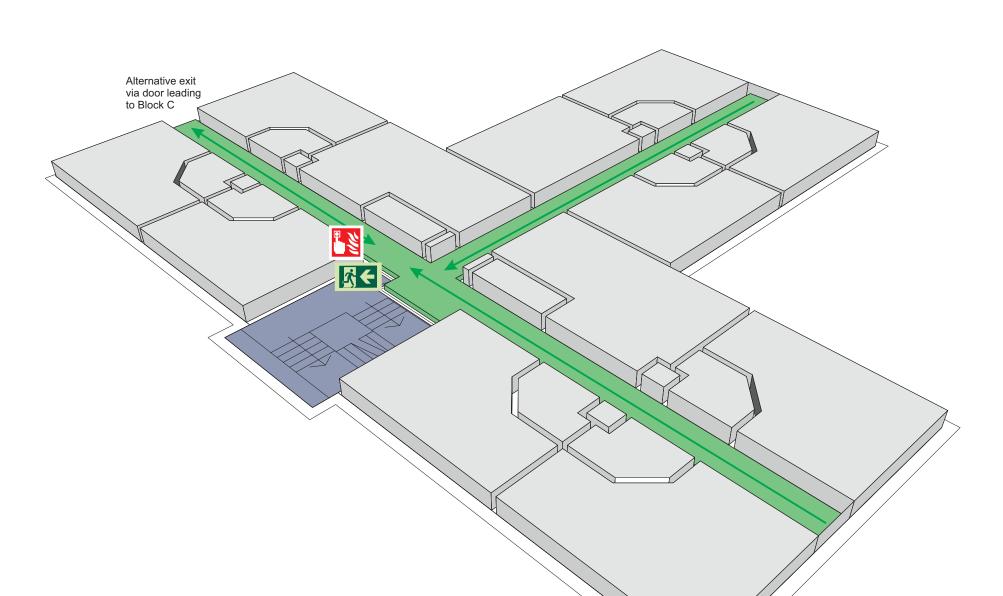


Evac lift



Evac coms





### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



When alarm is given - do not panic, do not run.
Leave the building following the fire

emergency exit signs.



Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service

# ASSEMBLY POINT 4 IS ALLOCATED TO THE BUILDINGS SHOWN IN YELLOW





Fire exit



Wheelchair accessible exit



Fire escape route



Assembly point



Safe refuge



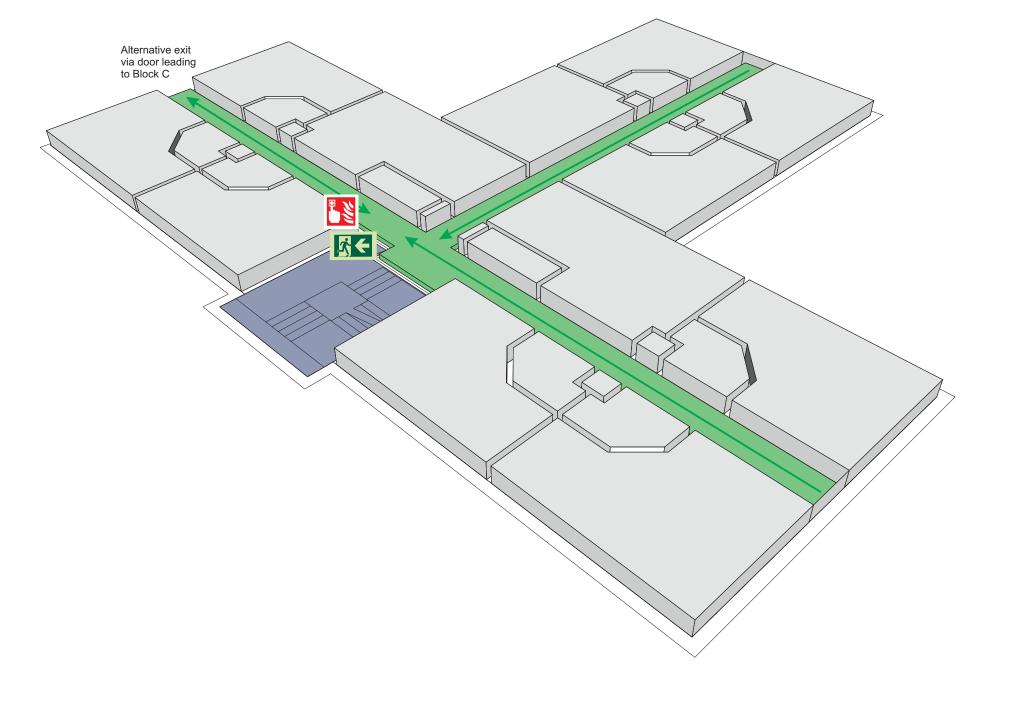
Evac lift



Evac coms







### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



When alarm is given - do not panic, do not run.
Leave the building following the fire

emergency exit signs.



Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

# ASSEMBLY POINT 4 IS ALLOCATED TO THE BUILDINGS SHOWN IN YELLOW

### Butler Court Block D Third Floor



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



Assembly point



Safe refuge

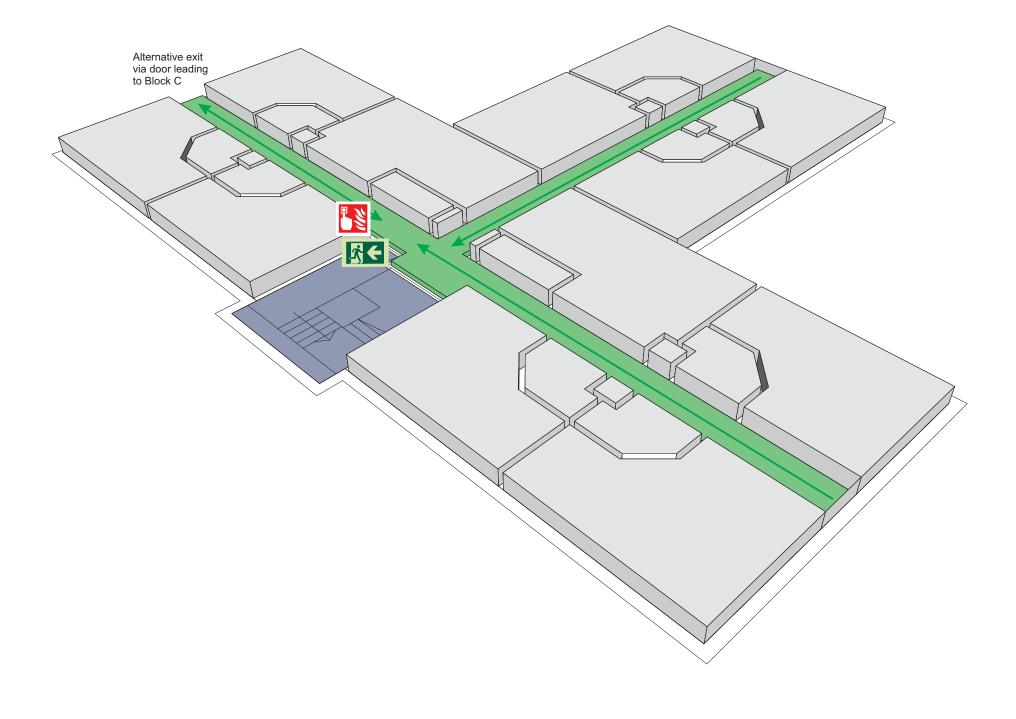


Evac lift



Evac coms





### Generic Emergency Evacuation Plan

Loughborough University

### **Butler Court Block E**

LAST UPDATED December 2016

### **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.

If you feel that this document does not provide you with sufficient information or that you require further assistance, please contact the Loughborough University Fire Officer on 01509 222182.

### The building:

Butler Court Block E building comprises of 4 floors. A single accessible fire exit is available at ground level.

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

If able, you should leave the building immediately by the nearest fire exit (see attached floor plan) and report to the assigned assembly point for the building.

### Other recommendations:

It is recommended that all visitors to the Butler Court Block E building should familiarise themselves with the fire alarm signals and floor layout. Floor plans and evacuation equipment locations have been provided with this document.

### **Equipment provided:**

Accessible fire exits are available on the ground floor of the building.

### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 

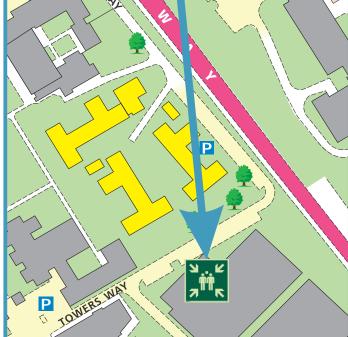


When alarm is given - do not panic, do not run.
Leave the building following the fire emergency exit signs.

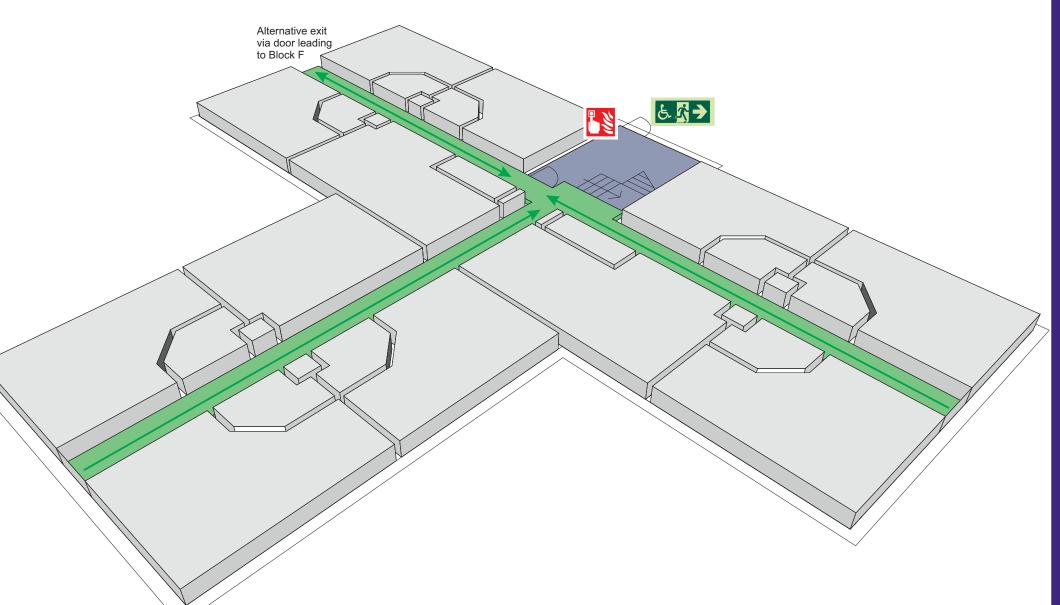


Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

# ASSEMBLY POINT 4 IS ALLOCATED TO THE BUILDINGS SHOWN IN YELLOW



# **Butler Court Block E Ground Floor**



Loughborough University



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



Assembly point



Safe refuge



Evac lift



Evac coms



### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



When alarm is given - do not panic, do not run.
Leave the building following the fire emergency exit signs.



Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

# ASSEMBLY POINT 4 IS ALLOCATED TO THE BUILDINGS SHOWN IN YELLOW

### Butler Court Block E First Floor



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



Assembly point



Safe refuge

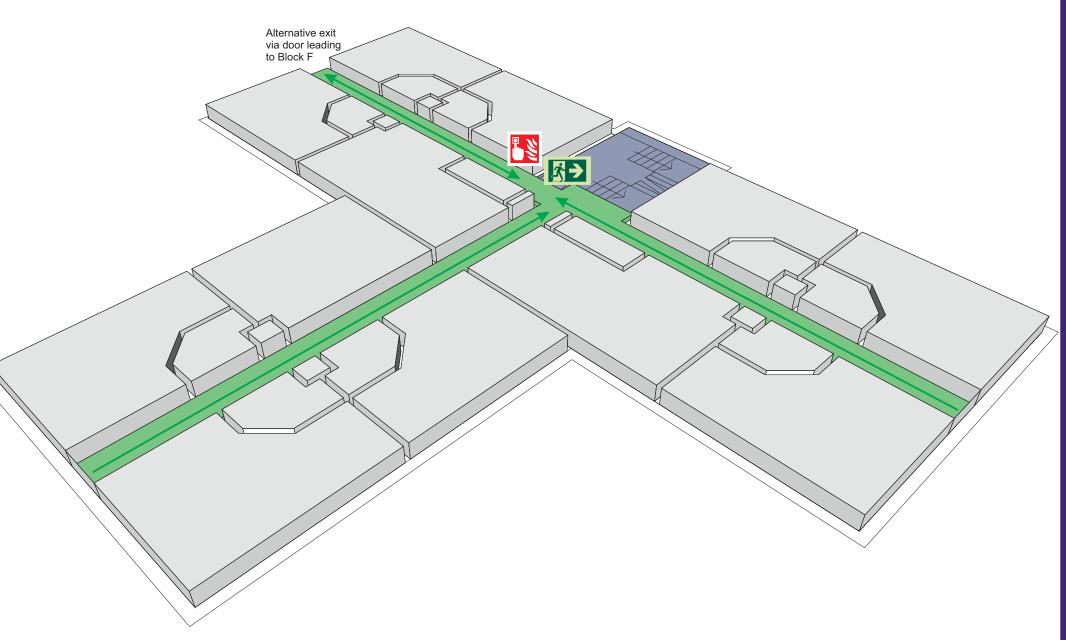


Evac lift



Evac coms





Loughborough University

### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm. Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

**Evacuate building and go to assembly** point. Your assembly point is:-

**Assembly Point 4** 

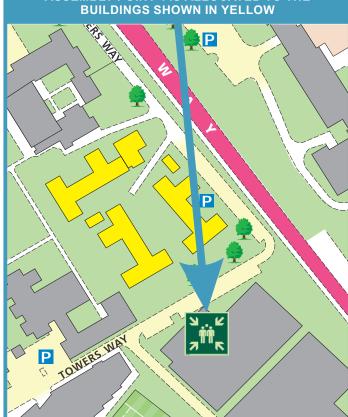


When alarm is given - do not panic, do Leave the building following the fire emergency exit signs.



Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

### ASSEMBLY POINT 4 IS ALLOCATED TO THE **BUILDINGS SHOWN IN YELLOW**



# **Butler Court Block E**





Call point

Fire exit



Wheelchair accessible exit



Fire escape route



**Assembly point** 



Safe refuge



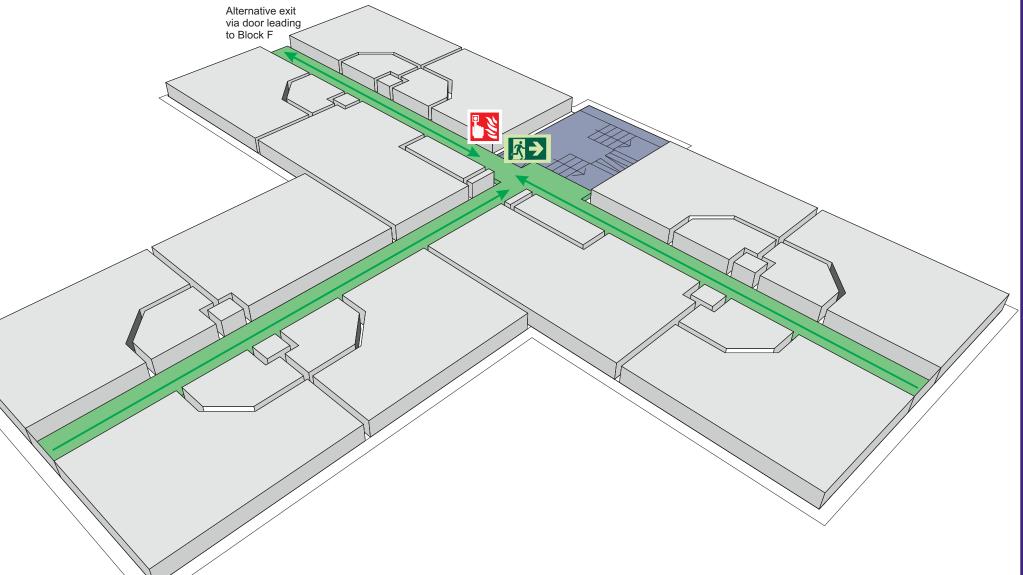
Evac lift



**Evac coms** 







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### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



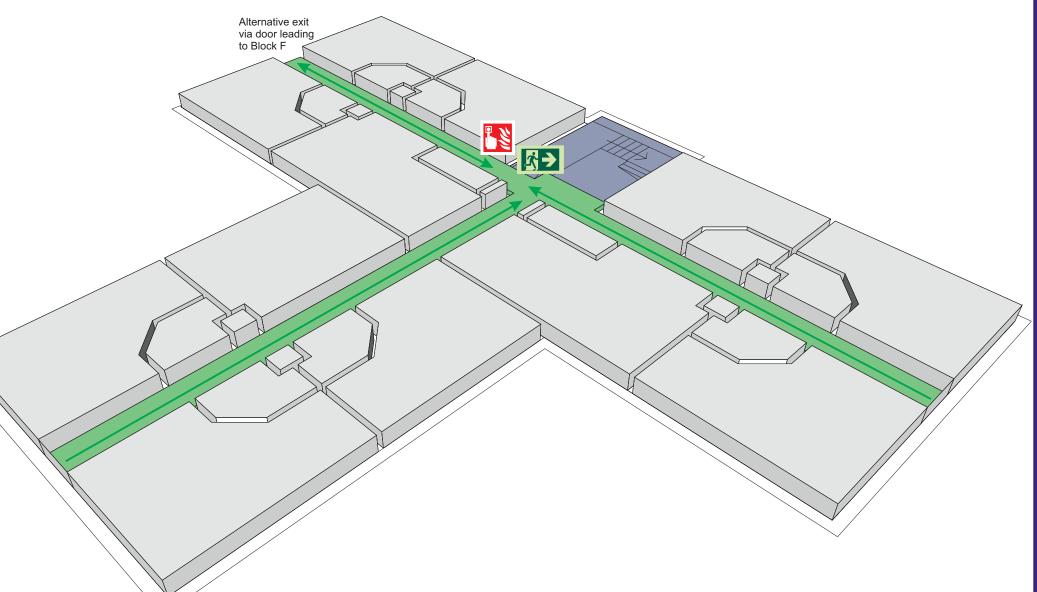
When alarm is given - do not panic, do not run.
Leave the building following the fire emergency exit signs.



Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

# ASSEMBLY POINT 4 IS ALLOCATED TO THE BUILDINGS SHOWN IN YELLOW

### Butler Court Block E Third Floor



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



Assembly point



Safe refuge



Evac lift



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### Generic Emergency Evacuation Plan

Loughborough University

### **Butler Court Block F**

LAST UPDATED December 2016

### **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.

If you feel that this document does not provide you with sufficient information or that you require further assistance, please contact the Loughborough University Fire Officer on 01509 222182.

### The building:

Butler Court Block F building comprises of 4 floors. A single accessible fire exit is available at ground level.

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

If able, you should leave the building immediately by the nearest fire exit (see attached floor plan) and report to the assigned assembly point for the building.

### Other recommendations:

It is recommended that all visitors to the Butler Court Block F building should familiarise themselves with the fire alarm signals and floor layout. Floor plans and evacuation equipment locations have been provided with this document.

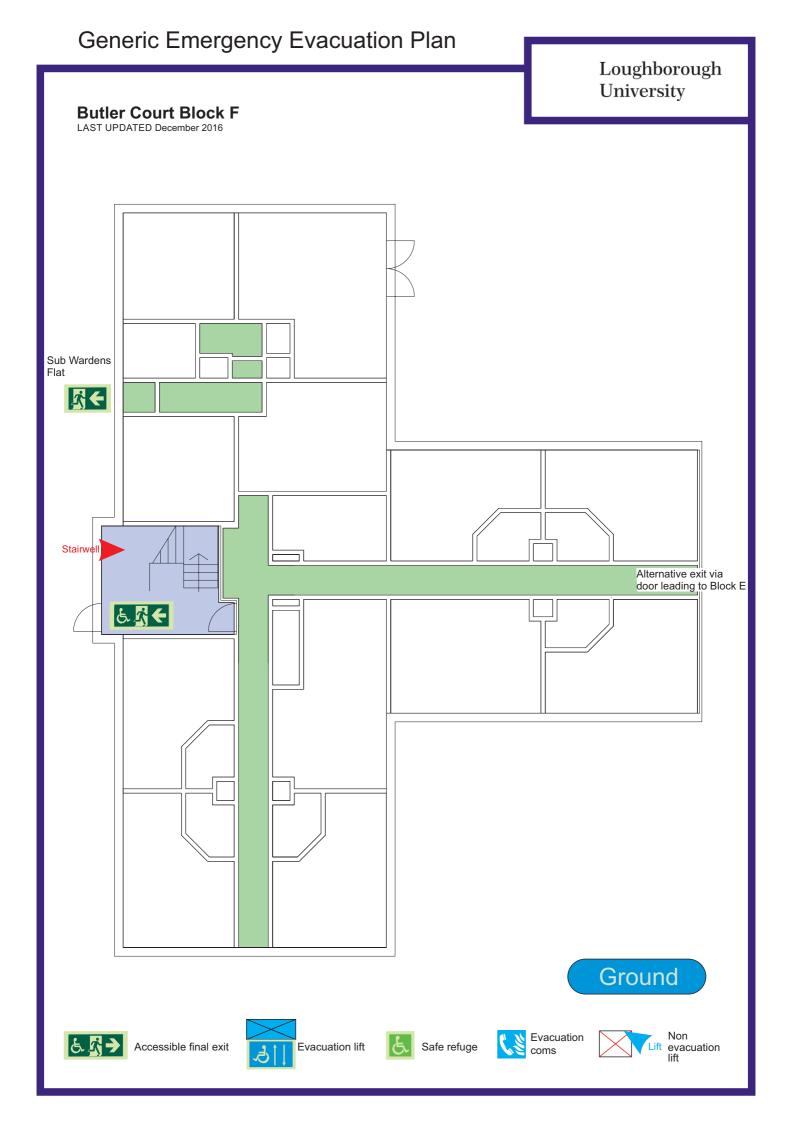
### **Equipment provided:**

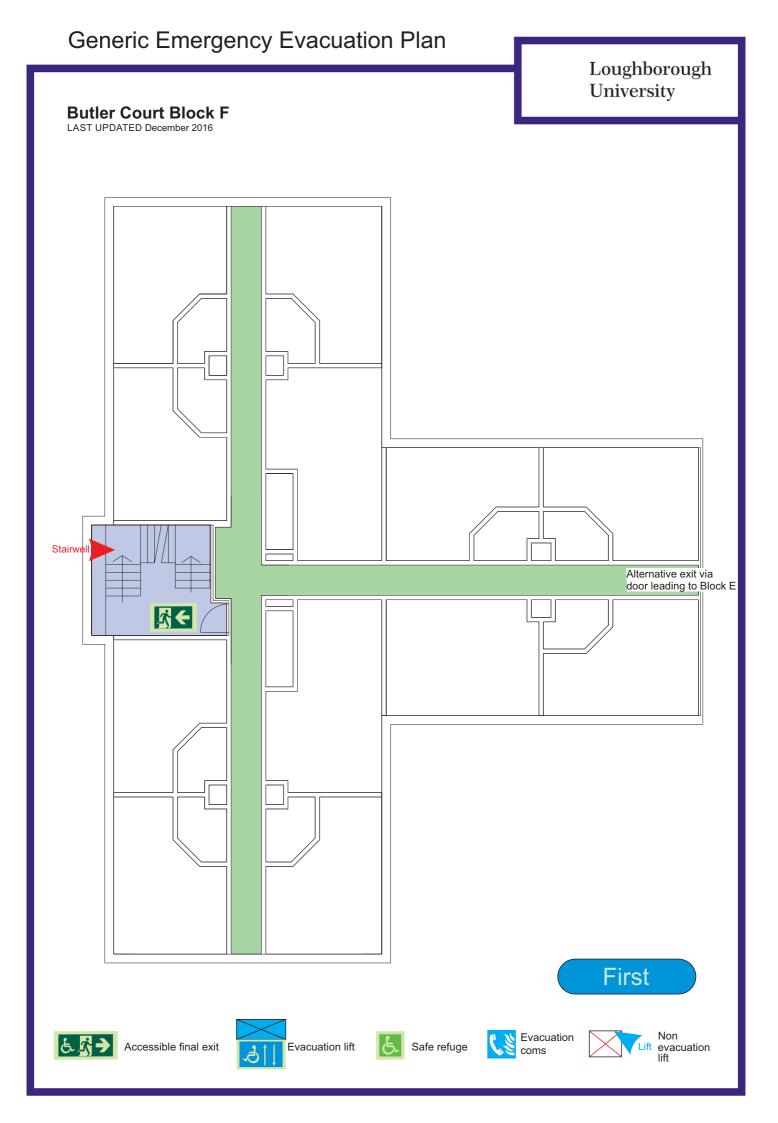
Accessible fire exits are available on the ground floor of the building.

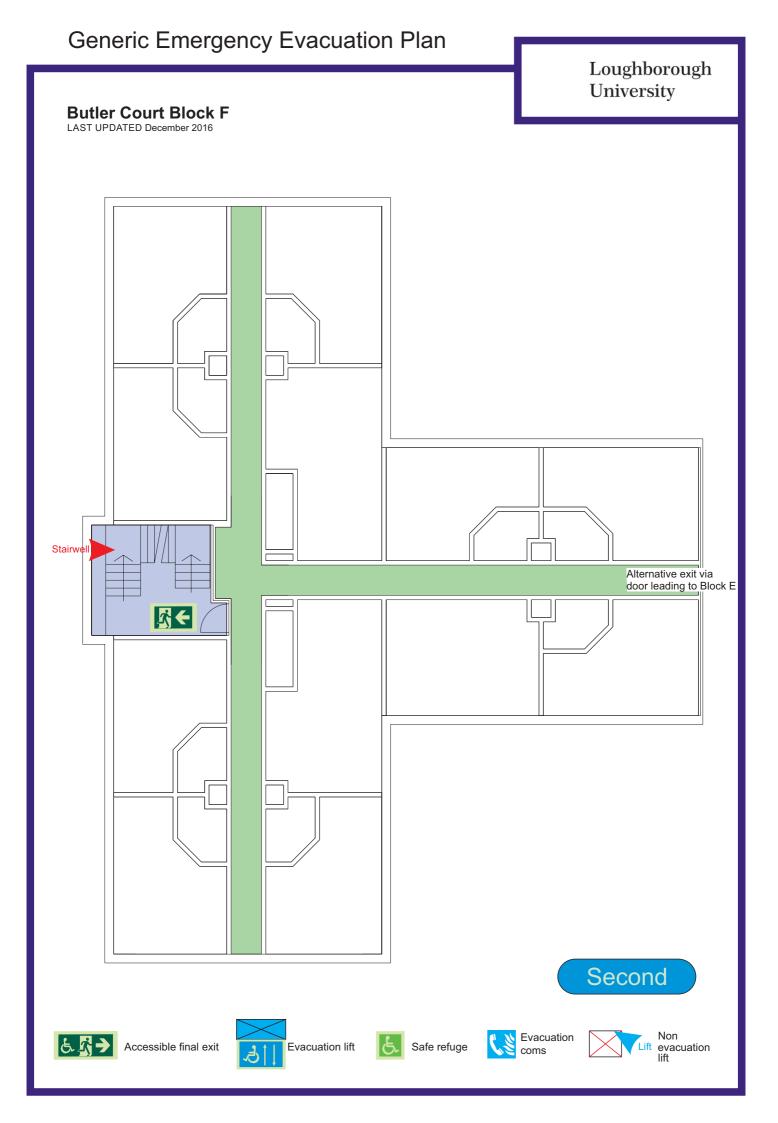


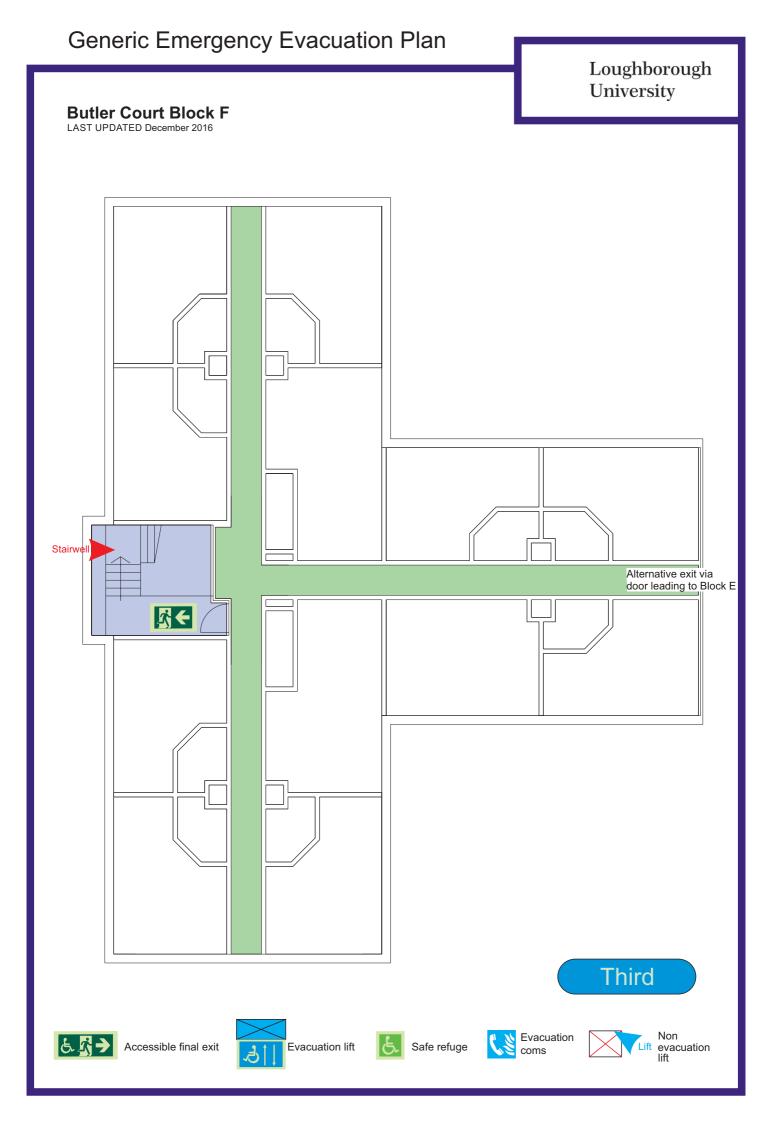
The Deaf Alerter system is installed in this building. If you would like access to a Deaf Alerter Pager, please contact the University Fire Officer on 01509 222182.











### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm. Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

**Evacuate building and go to assembly** point. Your assembly point is:-

**Assembly Point 4** 

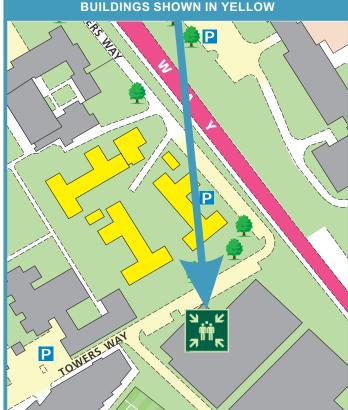


When alarm is given - do not panic, do Leave the building following the fire emergency exit signs.

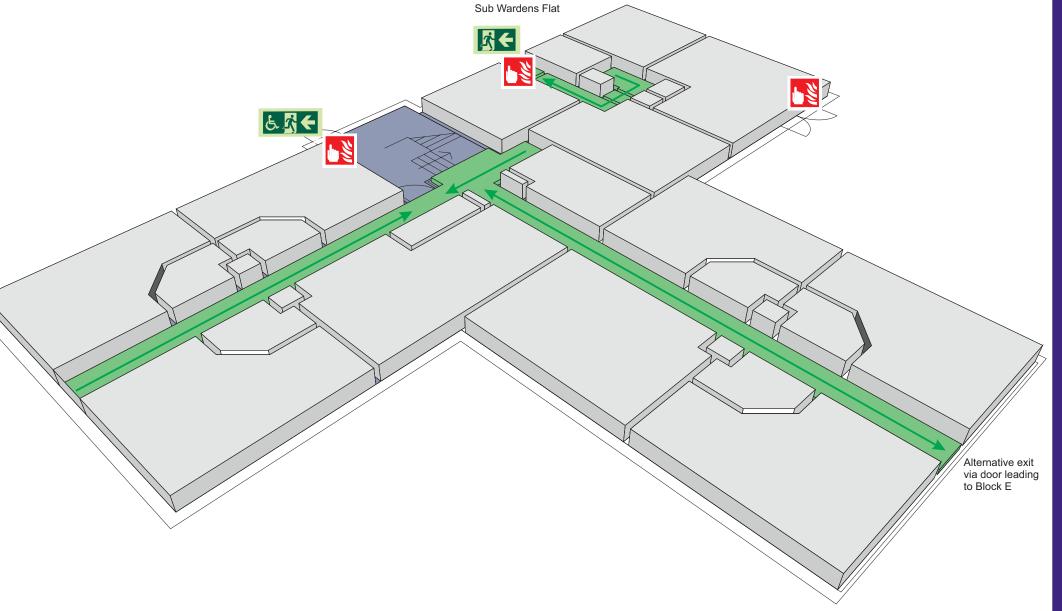


Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

### ASSEMBLY POINT 4 IS ALLOCATED TO THE **BUILDINGS SHOWN IN YELLOW**







Loughborough University



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



**Assembly point** 



Safe refuge



Evac lift



**Evac coms** 



### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 



When alarm is given - do not panic, do not run.
Leave the building following the fire



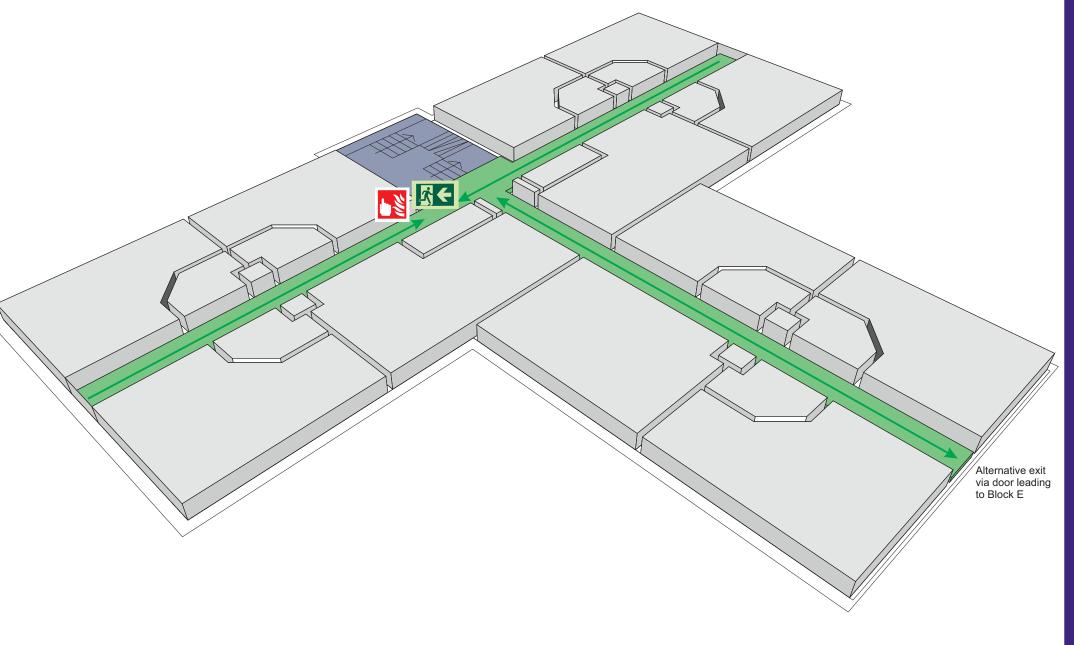
ASSEMBLY POINT 4 IS ALLOCATED TO THE



Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

# 

### Butler Court Block F First Floor



Loughborough University



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



**Assembly point** 



Safe refuge



Evac lift



**Evac coms** 



### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm.
Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

Evacuate building and go to assembly point.
Your assembly point is:-

**Assembly Point 4** 

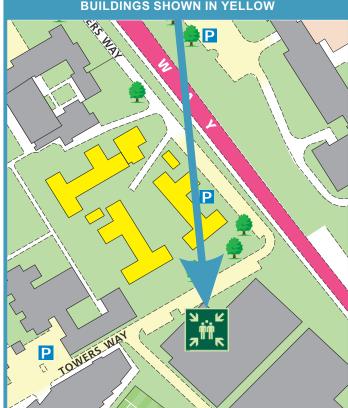


When alarm is given - do not panic, do not run.
Leave the building following the fire emergency exit signs.

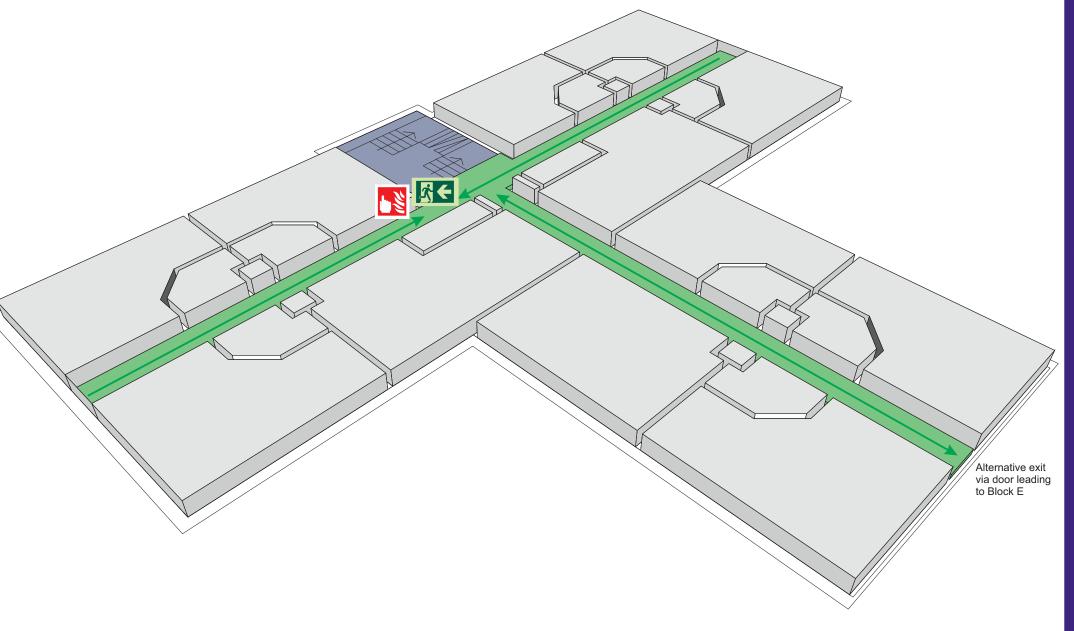


Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

## ASSEMBLY POINT 4 IS ALLOCATED TO THE BUILDINGS SHOWN IN YELLOW







Loughborough University



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



**Assembly point** 



Safe refuge



Evac lift



Evac coms



### LOUGHBOROUGH UNIVERSITY FIRE INSTRUCTIONS

### **ANY PERSON DISCOVERING A FIRE**



Sound the alarm. Operate the nearest fire alarm call point.



Telephone Security on the emergency number 0800 526966.



Do not attack fire with extinguisher unless trained to do so.



ON HEARING THE ALARM

**Evacuate building and go to assembly** point. Your assembly point is:-

**Assembly Point 4** 

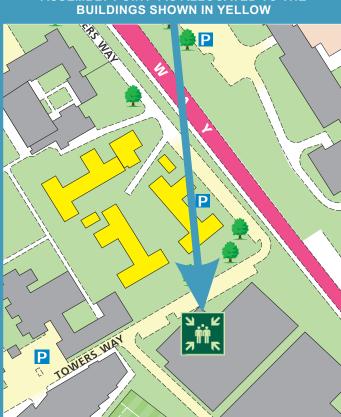


When alarm is given - do not panic, do Leave the building following the fire emergency exit signs.



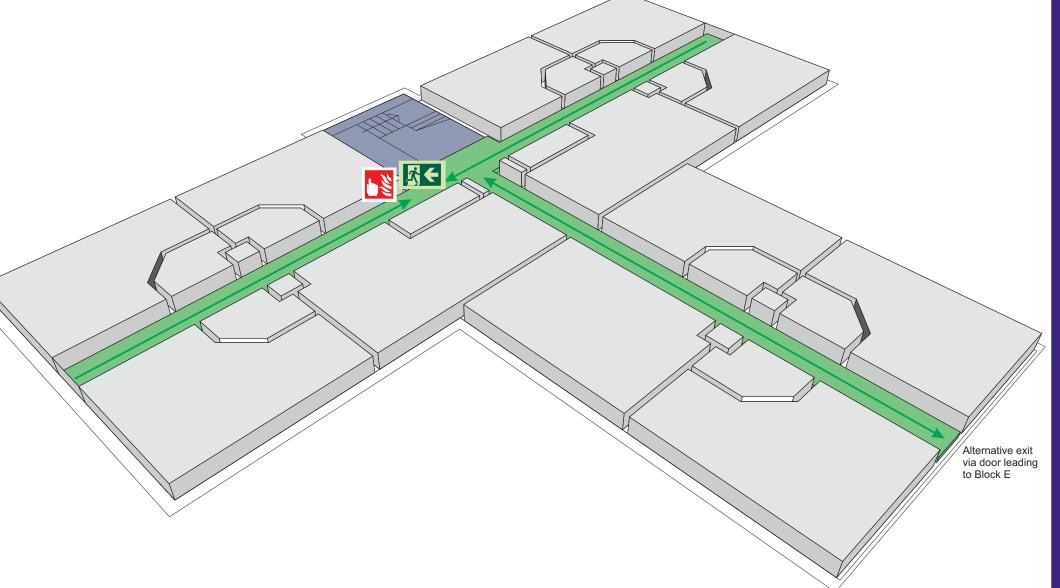
Do not re-enter the building unless told to do so by the Fire Marshall, Warden or Fire Service.

### ASSEMBLY POINT 4 IS ALLOCATED TO THE









Loughborough University



Fire alarm Call point



Fire exit



Wheelchair accessible exit



Fire escape route



**Assembly point** 



Safe refuge



Evac lift



**Evac coms** 

