Loughborough University

John Phillips
Reviewed: February 2022

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:
John Phillips' blocks are comprised of 5 floors (Ground, first, second, third, fourth). All floors are accessible via the lifts and one protected stairwell.
The block has a single designated emergency final exit at ground floor level dispersing directly to outside.
Emergency egress using the lift is possible during an evacuation and this will be controlled by existing Loughborough University management processes. Emergency egress by use of the lift should only be if it is safe to do so.
Each floor 1st – 4th has a safe refuge area and provides an Emergency Voice Communication (EVC) System which links directly to the base station sited at the foot of the protected stairwell, the base station in the Hub reception and also emits a warning signal to LU security Gatehouse.
This block has power assisted doors on the ground floor to aid escape from the corridors and stair lobby doors through to the final exit.

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.

If you are unable to evacuate the building unaided, please proceed to one of the safe refuges located in the stair core (levels 1 – 4) adjacent to the lift landing doors (see attached floor plan).
An EVC system is available in each safe refuge. Use this to make contact with the duty Hall Manager or Sub-warden responding to the building fire alarm and the Hub reception. LU security Gatehouse will also know the EVC has been activated and will be aware of the location but will not be able to talk directly with you.

Full details on how to use the emergency call point are also provided in the safe refuge.

Other recommendations:
It is recommended that all visitors to this building should familiarise themselves with the layout of the building and with the fire alarm signals.
Security's emergency contact number is 888 (internal lines) or 0800526966.

Equipment provided:
In addition to the general alarm, a safe refuge area is available on each floor (levels 1 – 4). A disabled emergency call-point that links directly to a base station sited at the foot of the protected staircase and also emits a signal to LU security Gatehouse.
Accessible fire exit doors are available on the ground floor from each flat entrance door, stair lobby door and to the final exit door of the building (see attached plans).
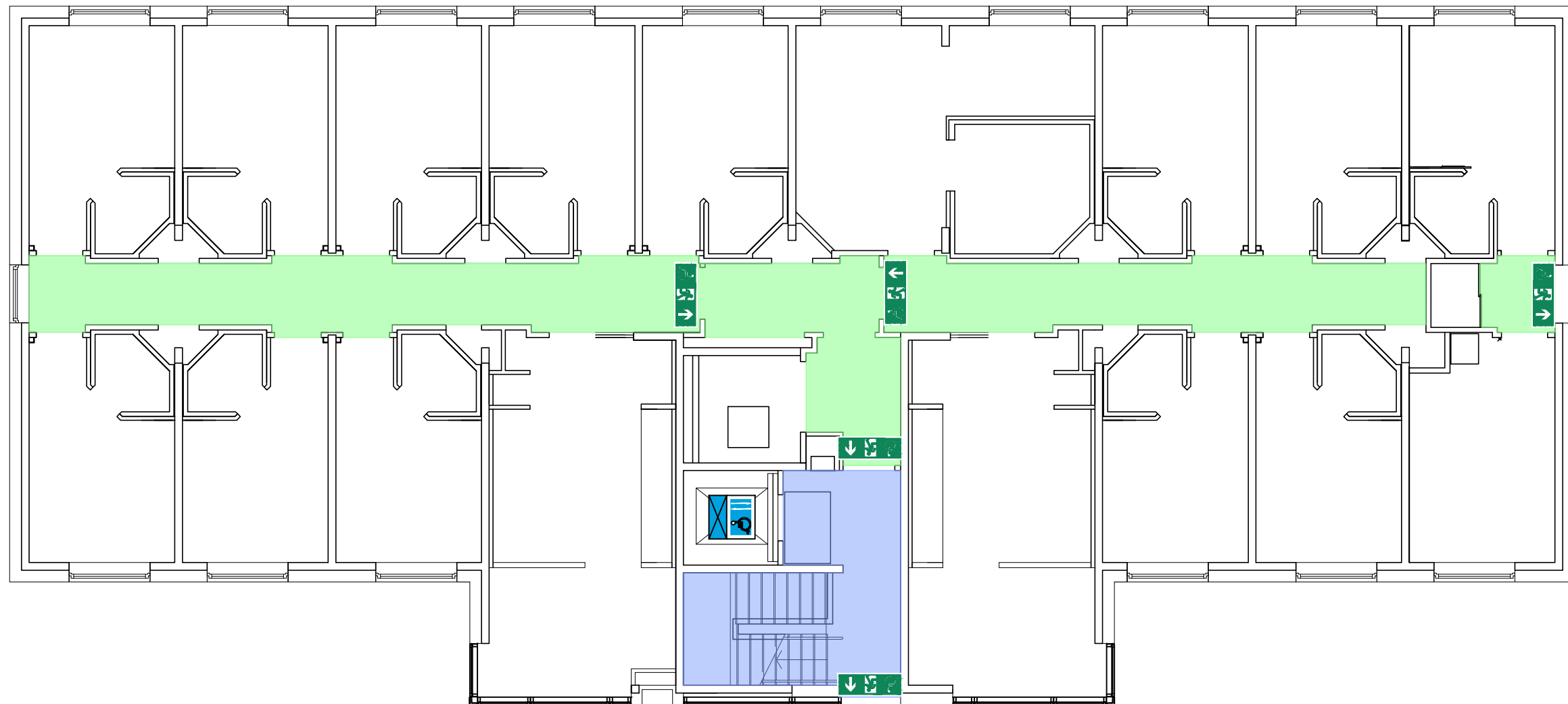
Your Assembly Point Is: | Fire assembly point 35

Final exit

Accessible final exit

Safe refuge

Evacuation lift

Assembly point

Loughborough University

Final exit

Accessible final exit

Safe refuge

Evacuation lift

Assembly point

Loughborough University

Final exit

Accessible final exit

Safe refuge

Evacuation lift

Assembly point

Loughborough University

Final exit

Accessible final exit

Safe refuge

Evacuation lift

Assembly point
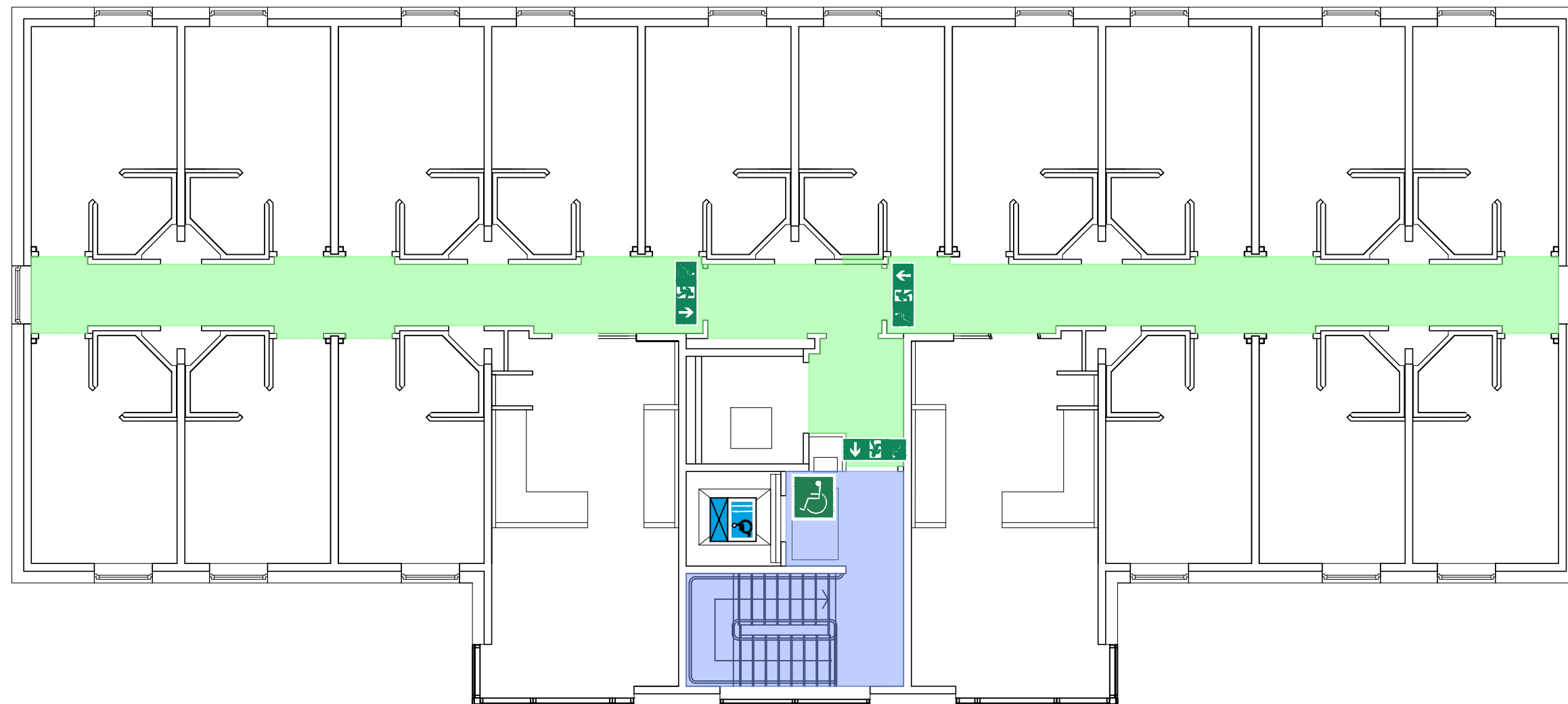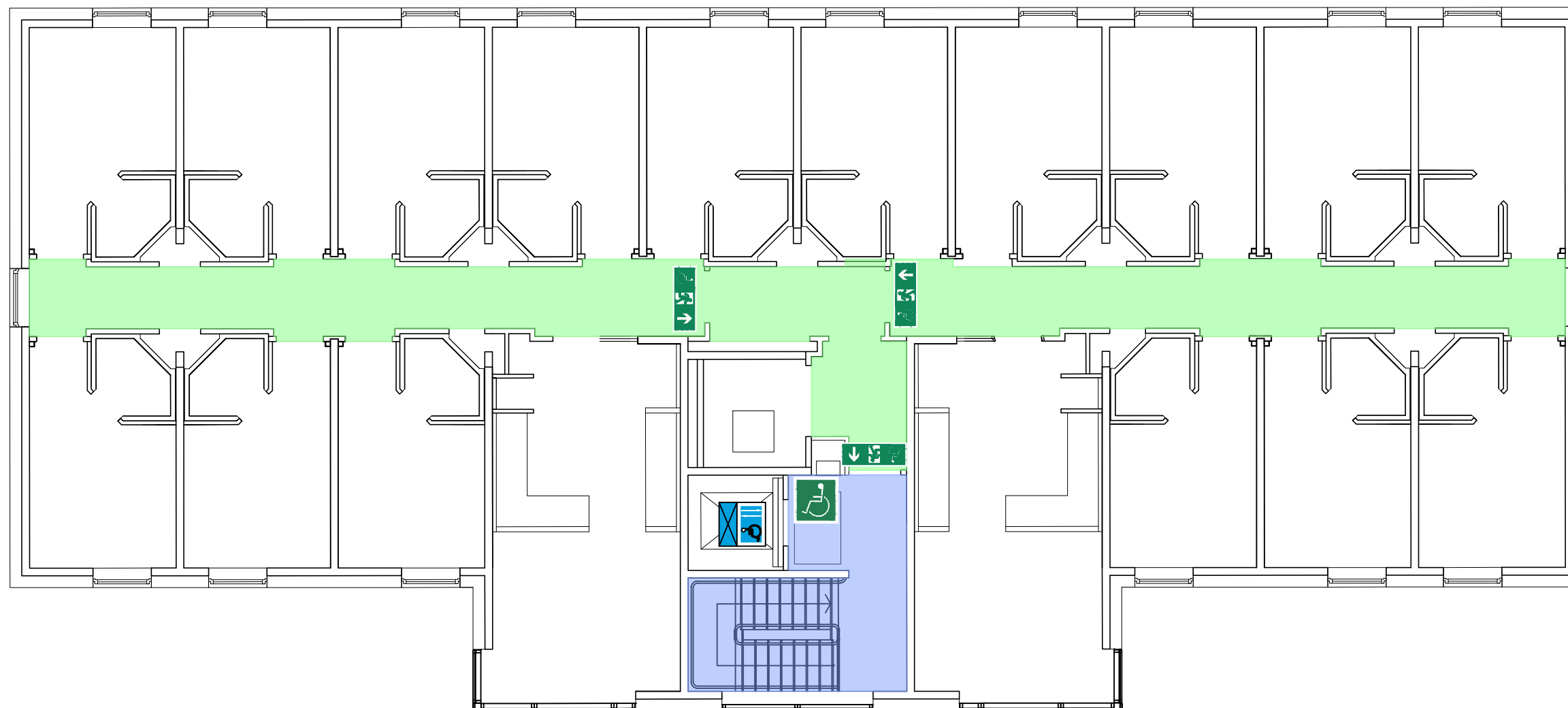
671 JOHN PHILLIPS BLOCK A
THIRD FLOOR
GENERIC EMERGENCY EVACUATION PLAN (GEEP)
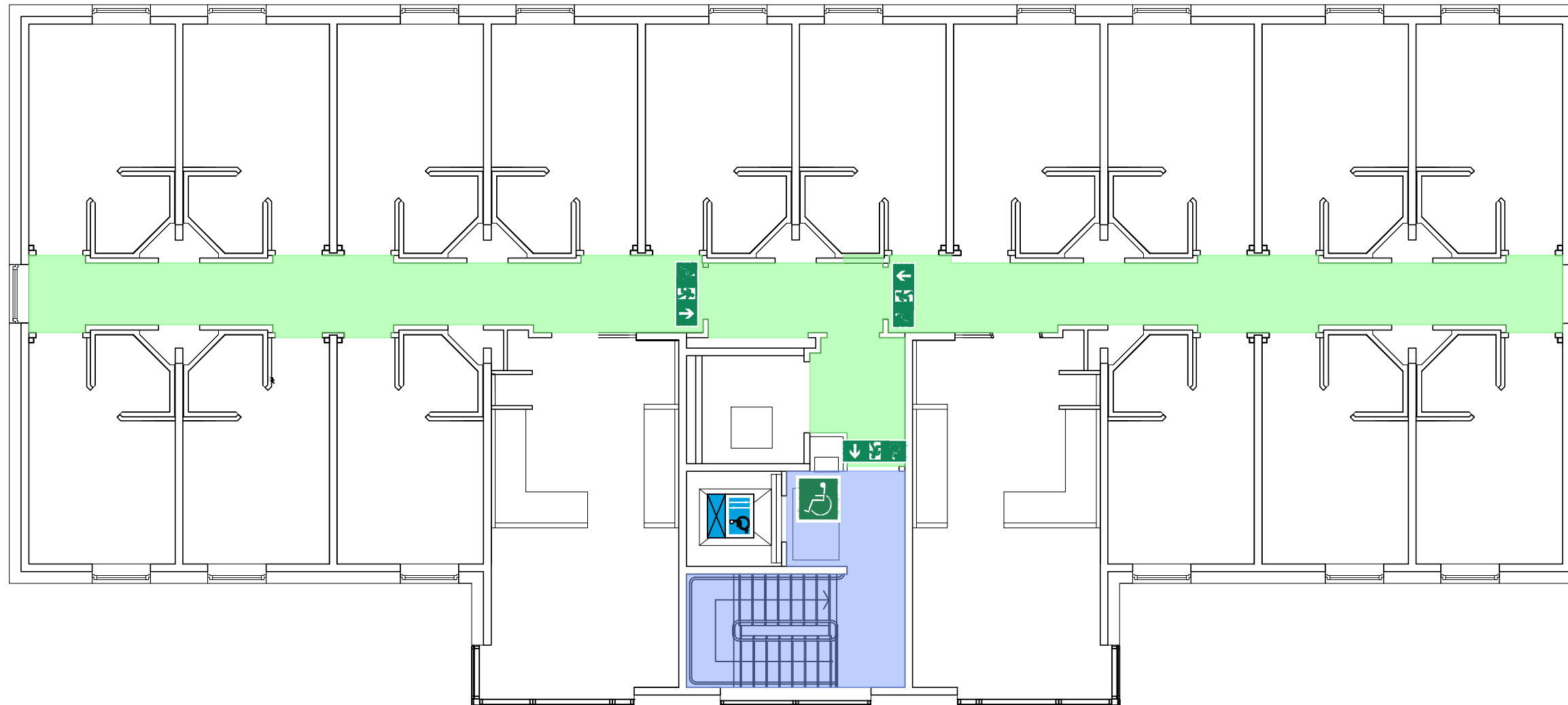
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Final exit

Accessible final exit

Safe refuge

Evacuation lift

Assembly point

Loughborough University

Final exit

Accessible final exit

Safe refuge

Evacuation lift

Assembly point

Loughborough University

Final exit

Accessible final exit

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Assembly point
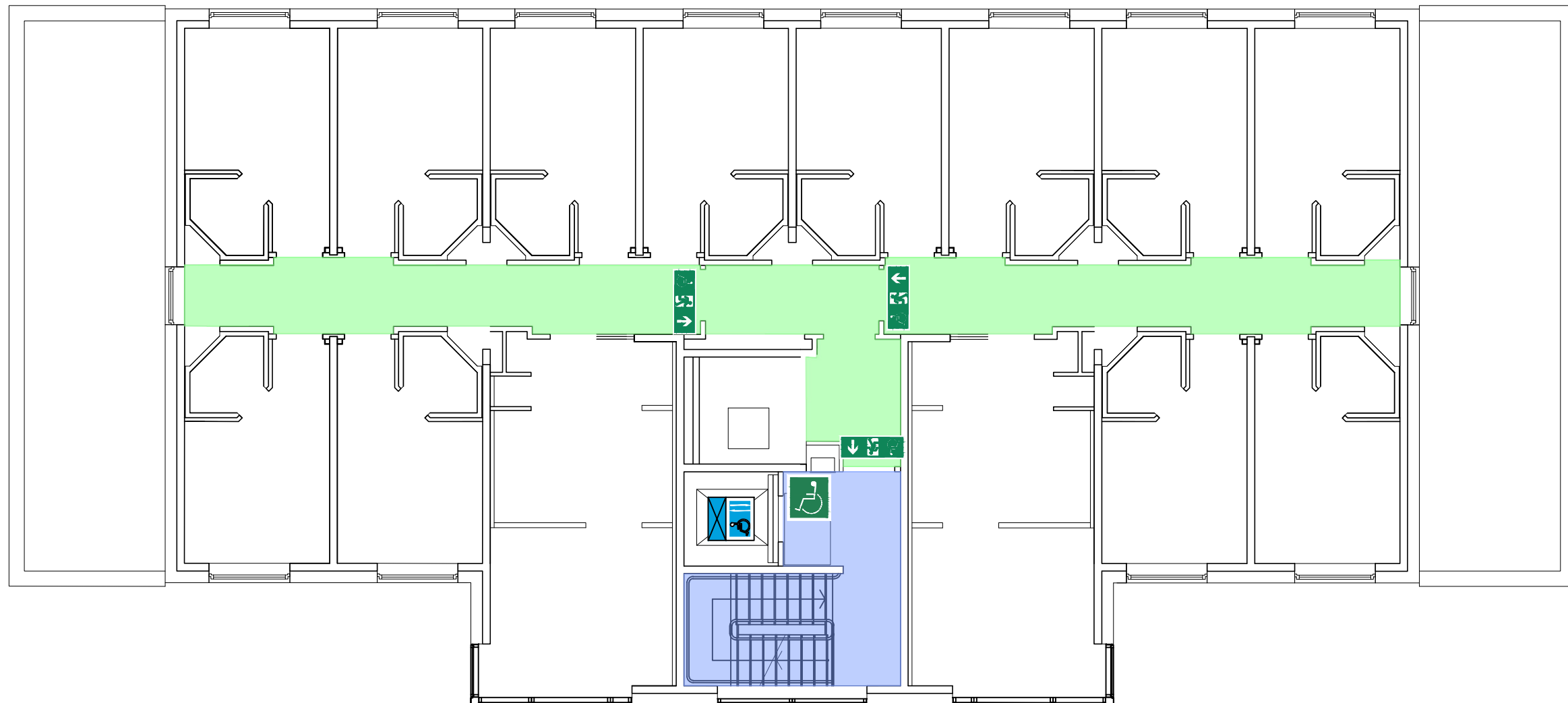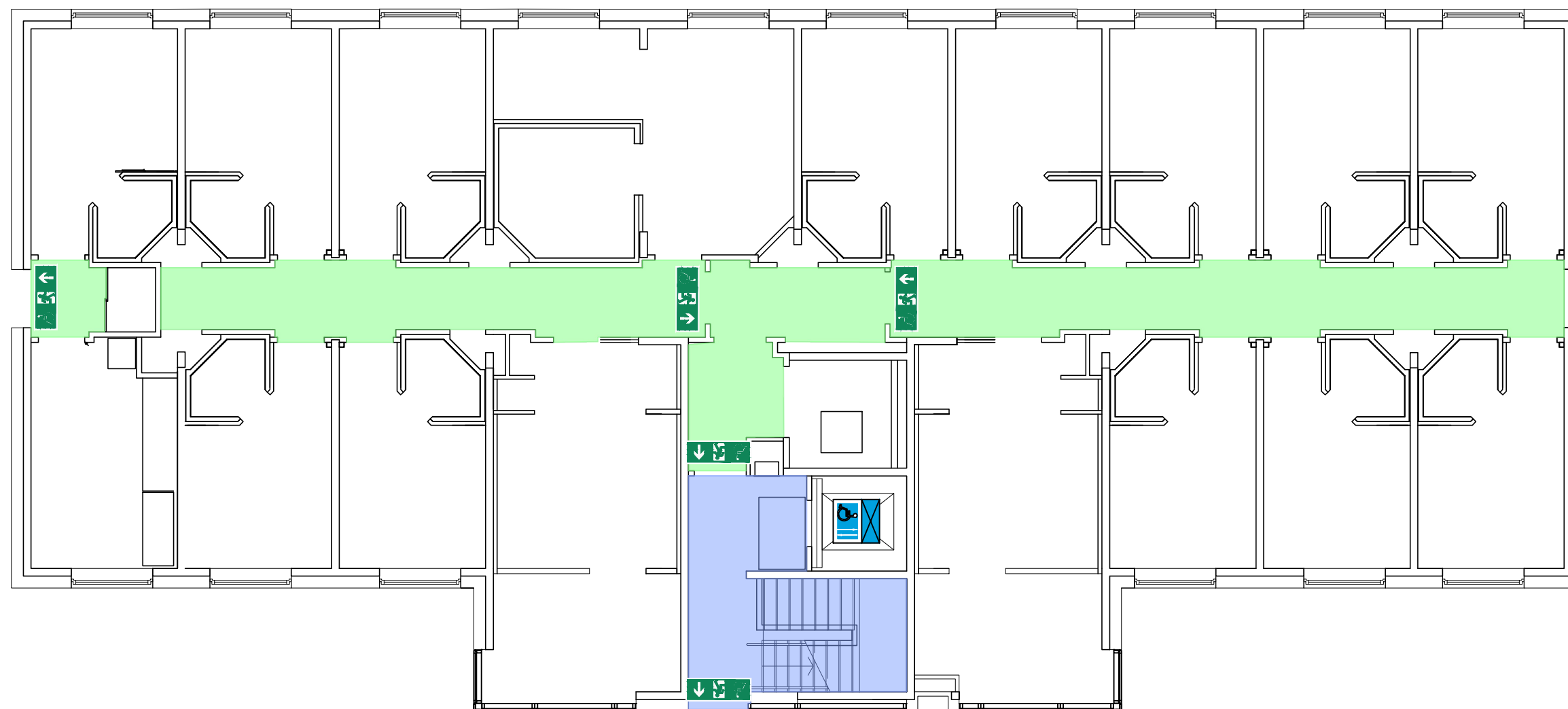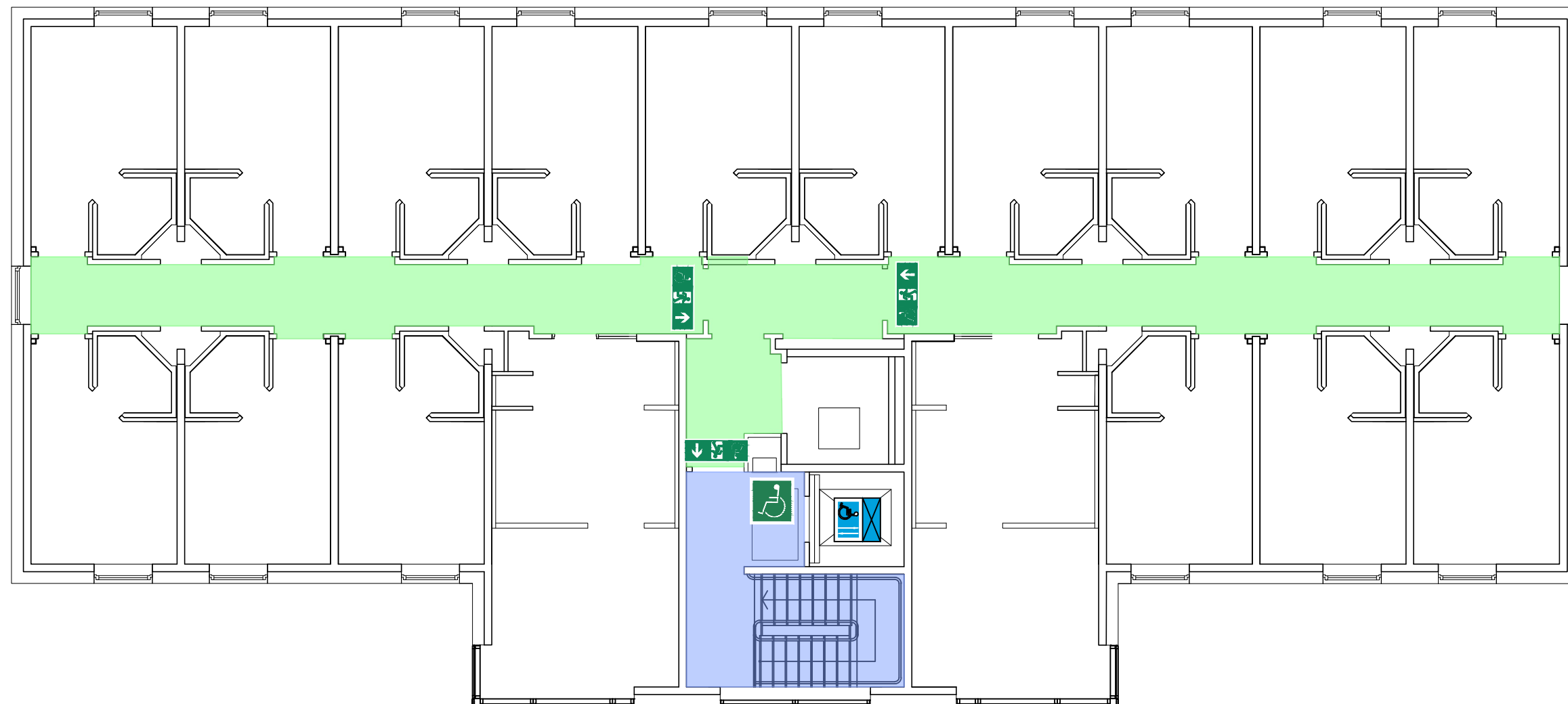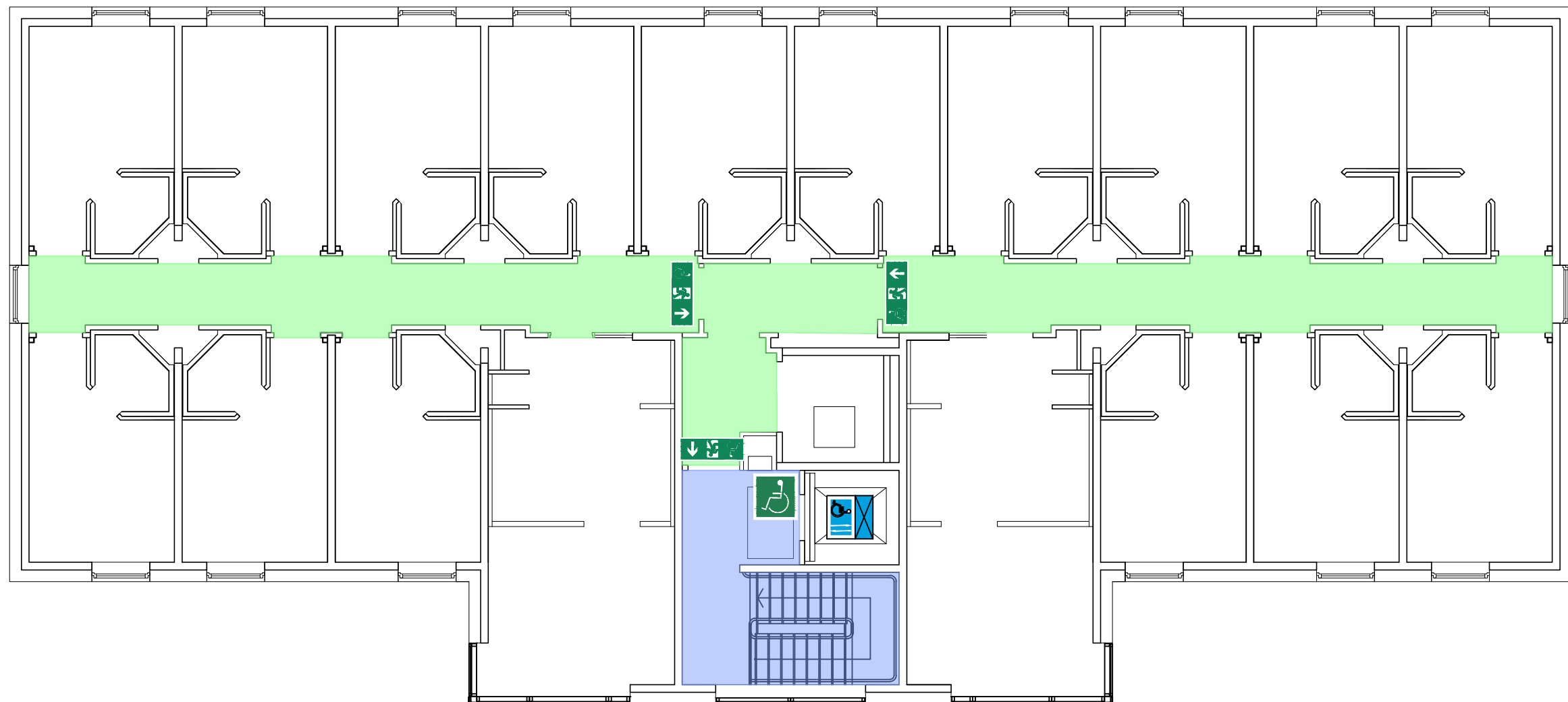
672 JOHN PHILLIPS BLOCK B
THIRD FLOOR
GENERIC EMERGENCY EVACUATION PLAN (GEEP)
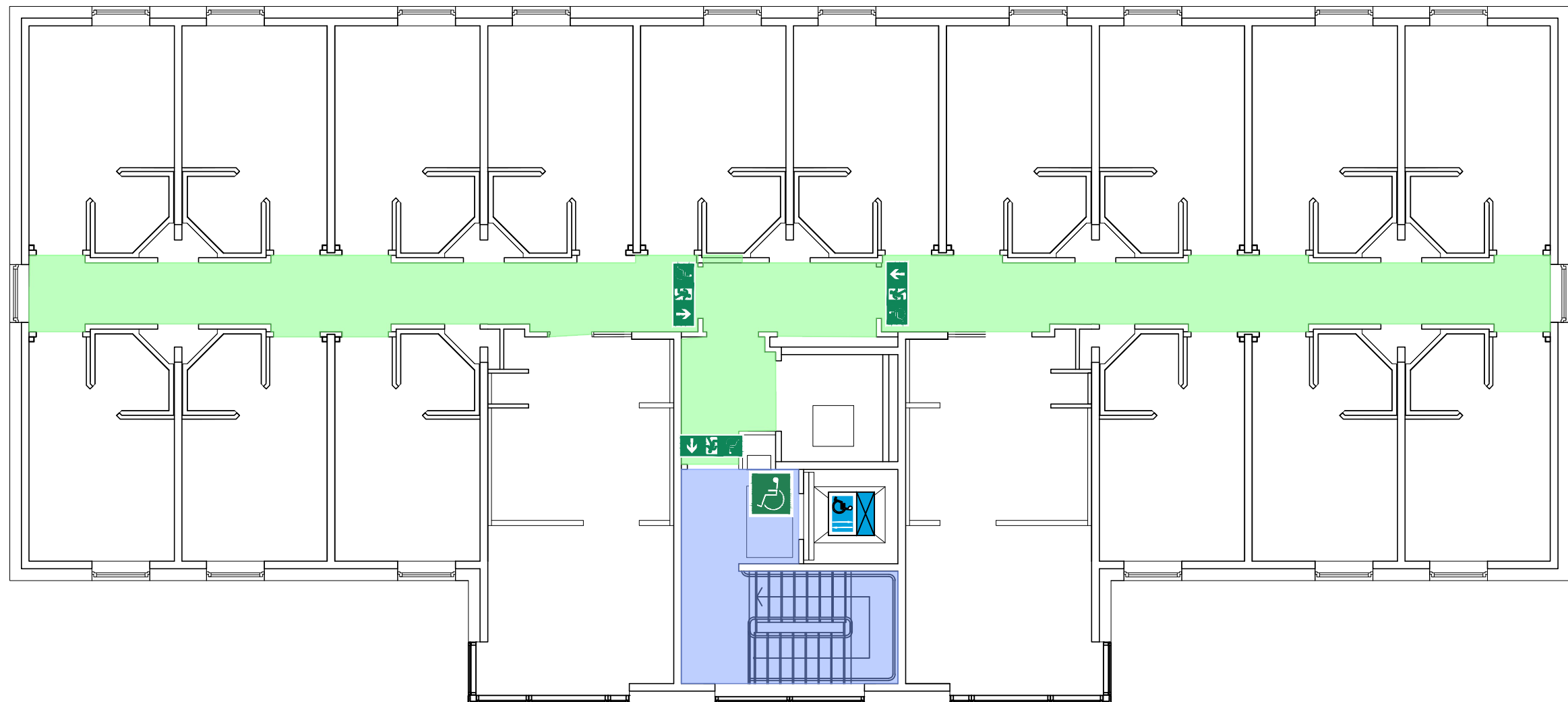
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Final exit

Accessible final exit

Safe refuge

Evacuation lift

Assembly point

Loughborough University

Final exit

Accessible final exit

Safe refuge

Evacuation lift

Assembly point

Loughborough University

Final exit

Accessible final exit

Safe refuge

Evacuation lift

Assembly point

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	Final exit		Accessible final exit		Safe refuge		Evacuation lift		Assembly point

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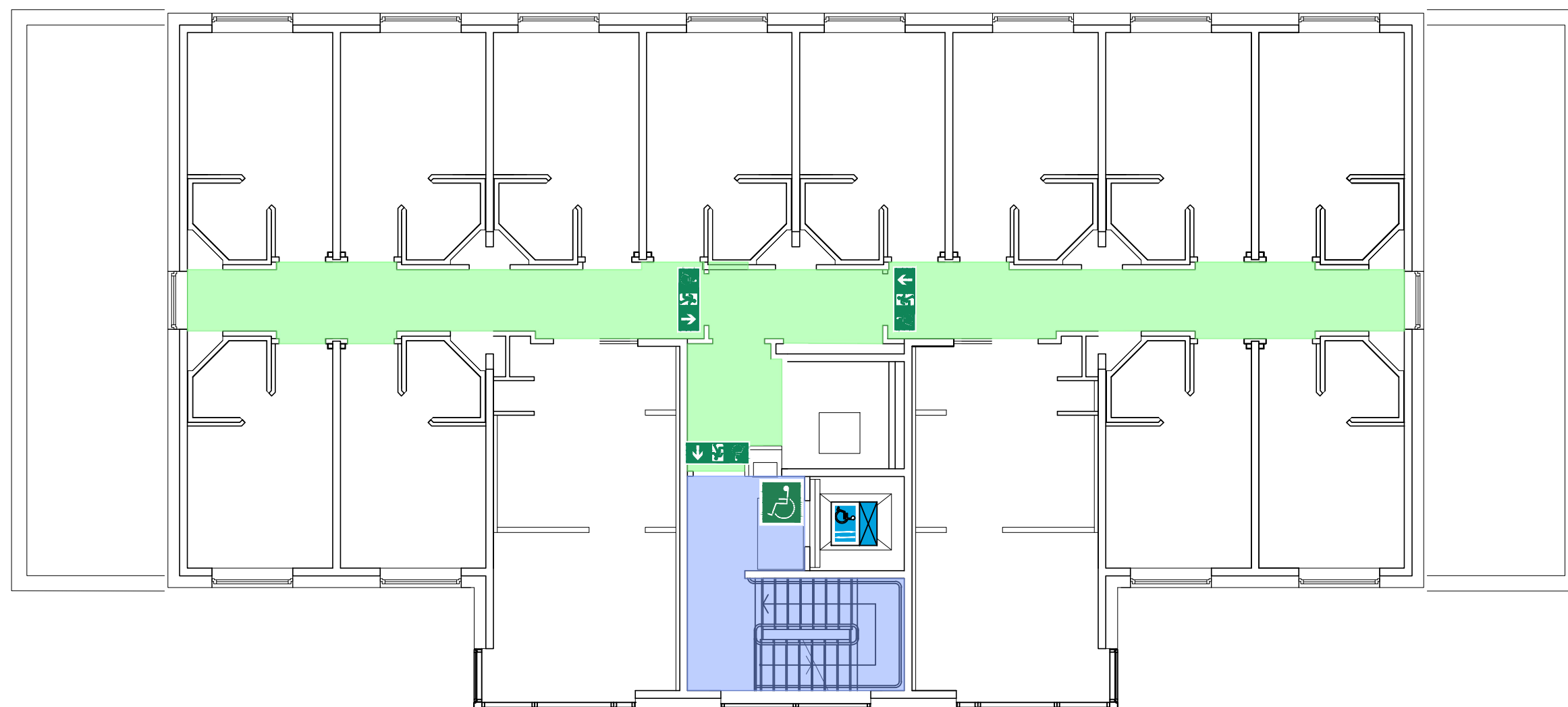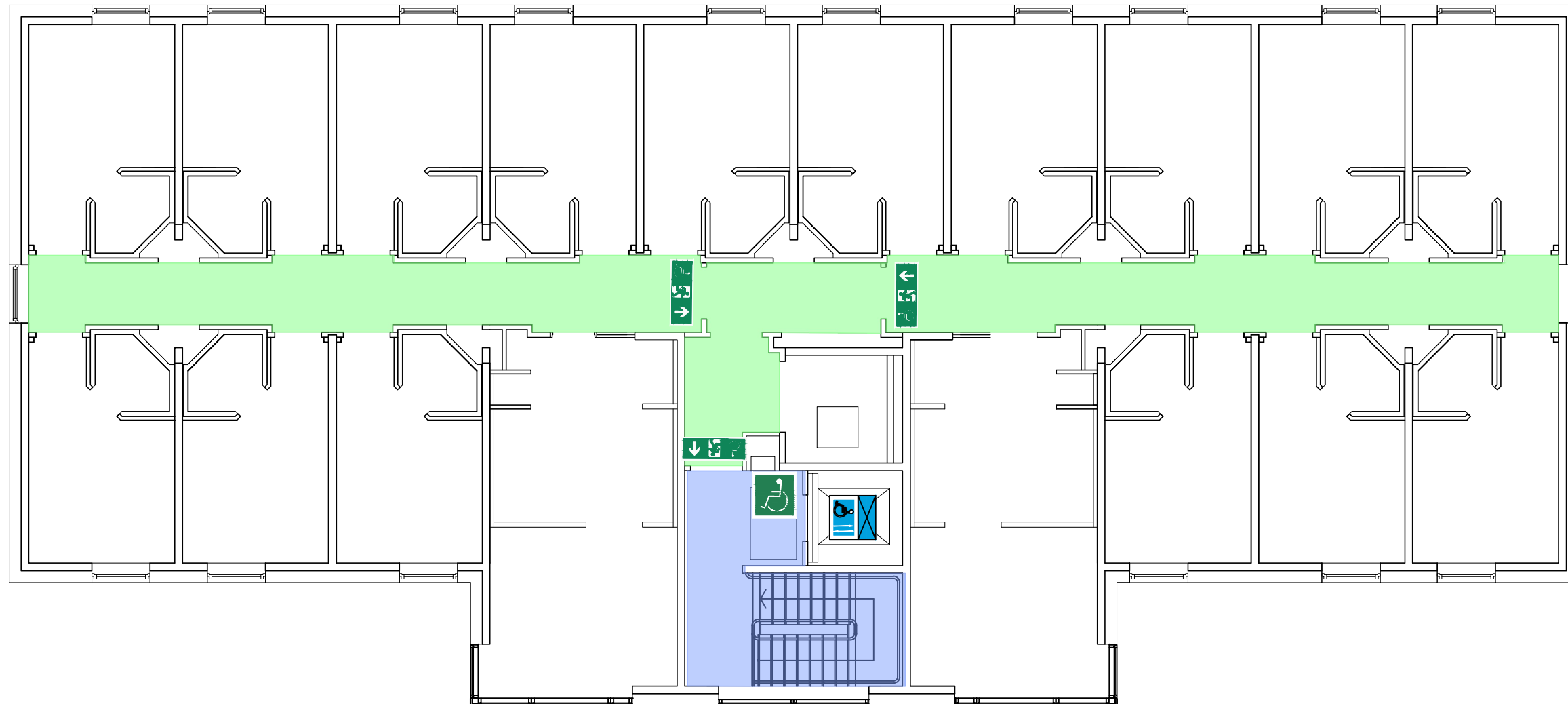
Final exit

Accessible final exit

Safe refuge

Evacuation lift

Assembly point

673 JOHN PHILLIPS BLOCK C
THIRD FLOOR
GENERIC EMERGENCY EVACUATION PLAN (GEEP)
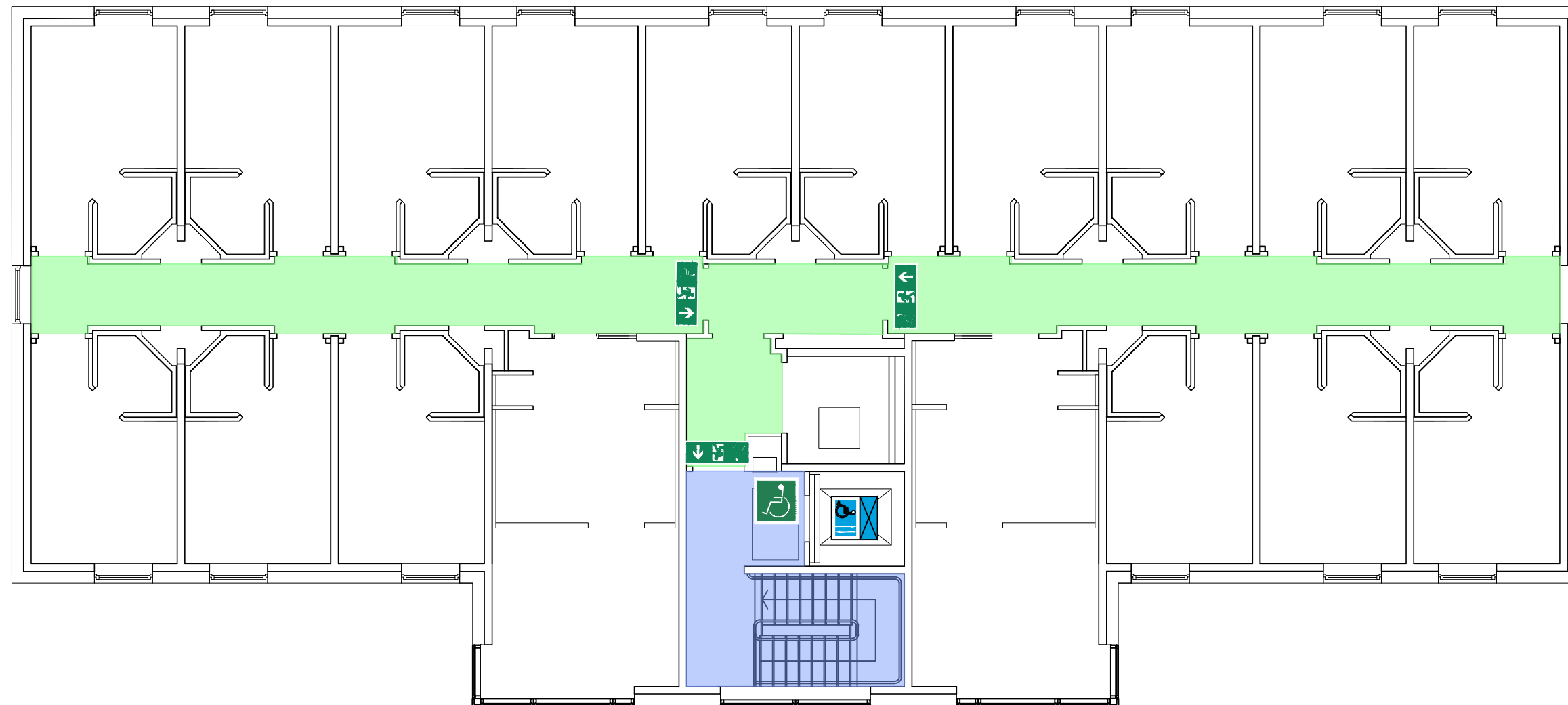
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Final exit

Accessible final exit

Safe refuge

Evacuation lift

Assembly point

Loughborough University

Final exit

Accessible final exit

Safe refuge

Evacuation lift

Assembly point
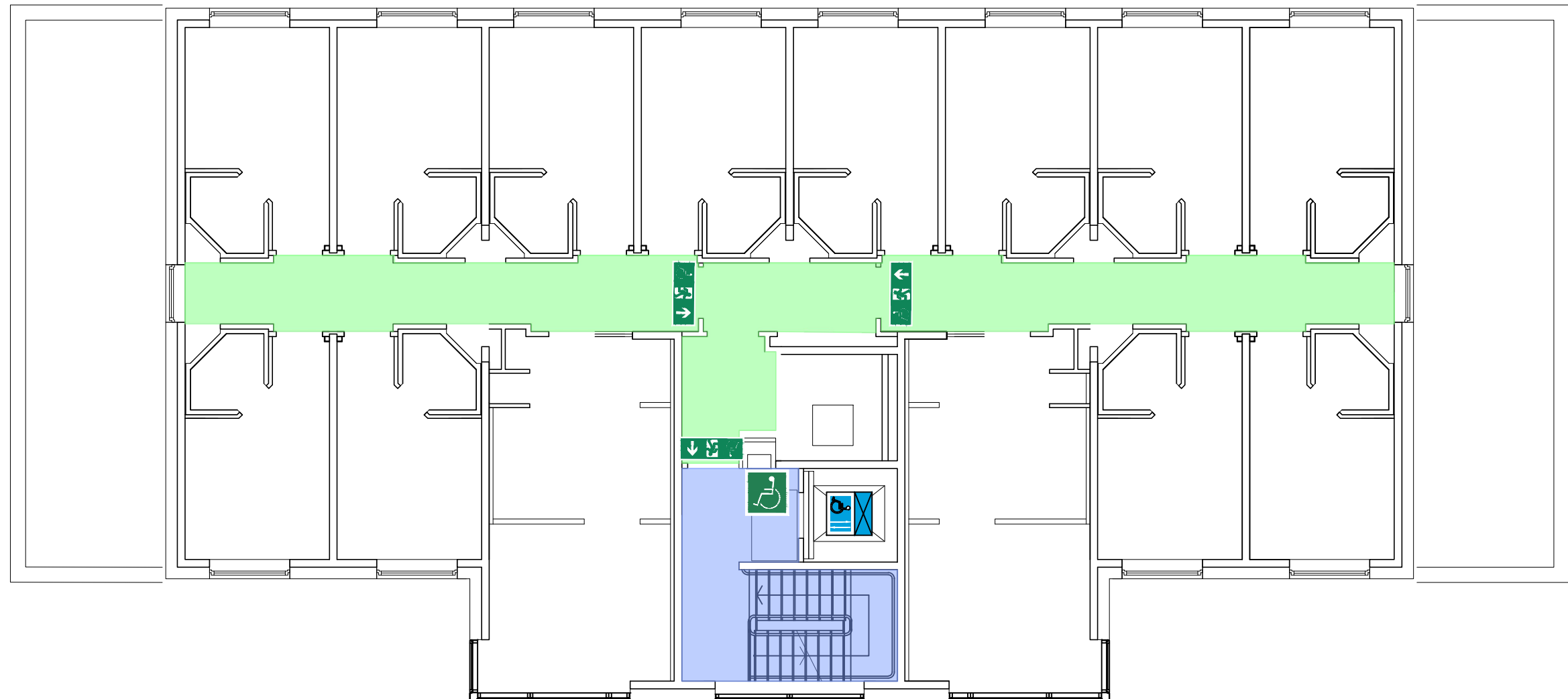
674 JOHN PHILLIPS BLOCK D
GROUND FLOOR
GENERIC EMERGENCY EVACUATION PLAN (GEEP)

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Final exit

Accessible final exit

Safe refuge

Evacuation lift

Assembly point
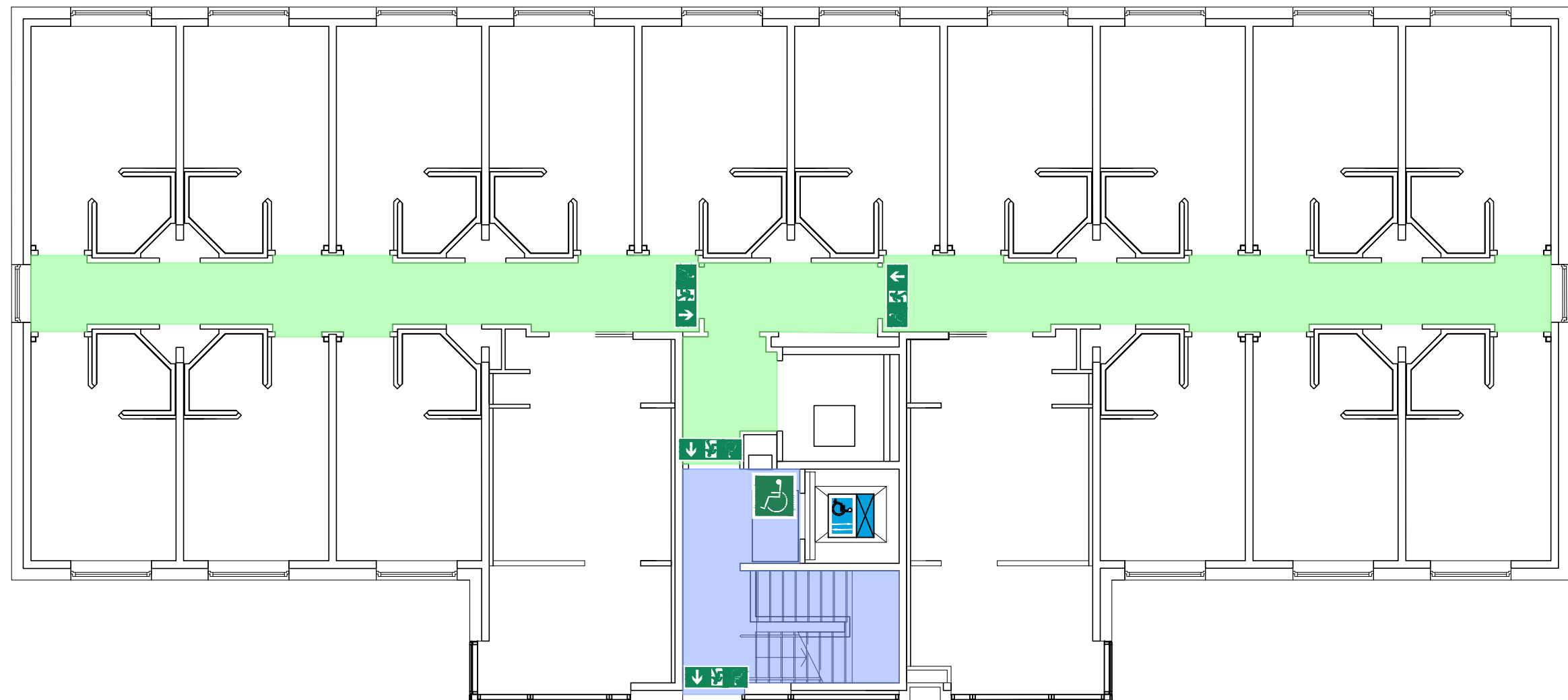
674 JOHN PHILLIPS BLOCK D
FIRST FLOOR
GENERIC EMERGENCY EVACUATION PLAN (GEEP)
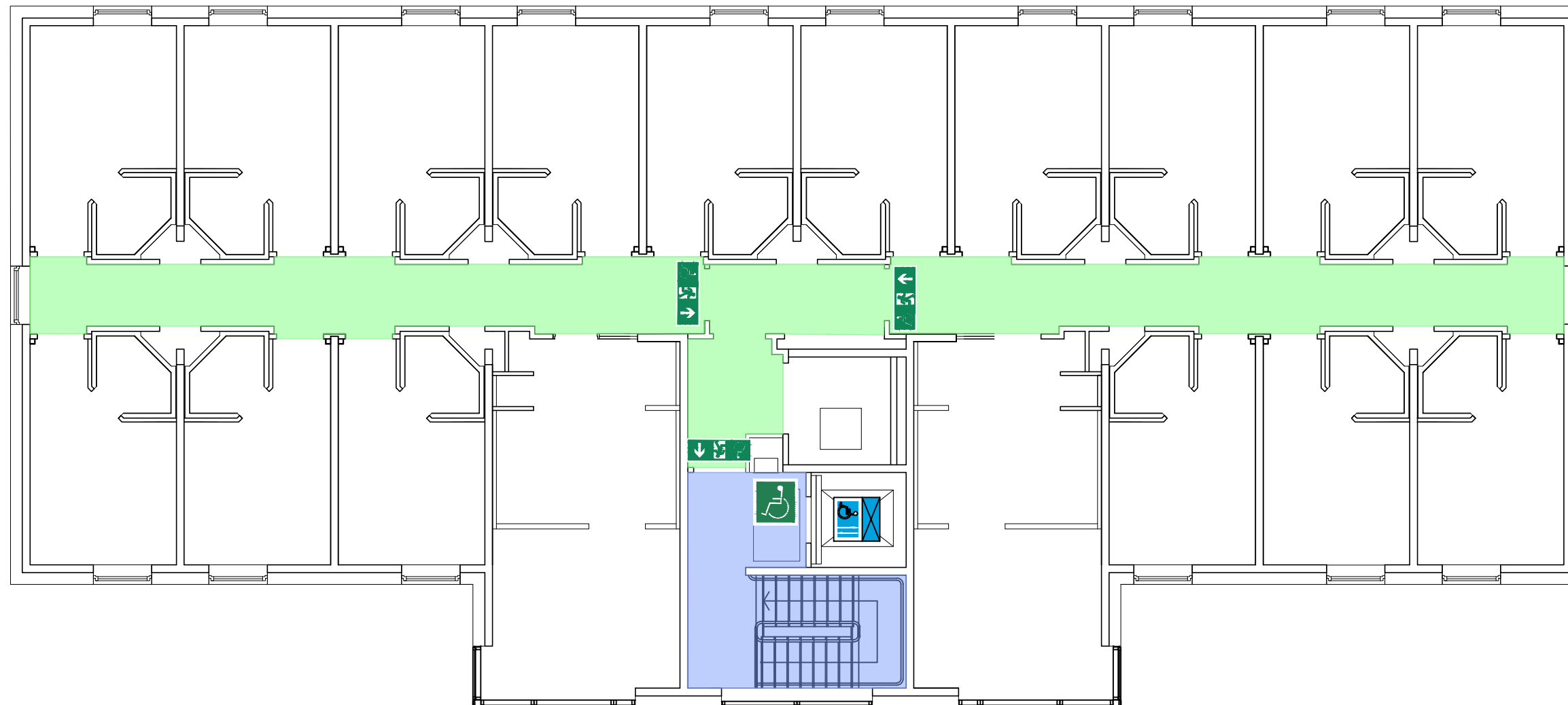
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Final exit

Accessible final exit

Safe refuge

Evacuation lift

Assembly point

Loughborough University

Final exit

Accessible final exit

Safe refuge

Evacuation lift

Assembly point
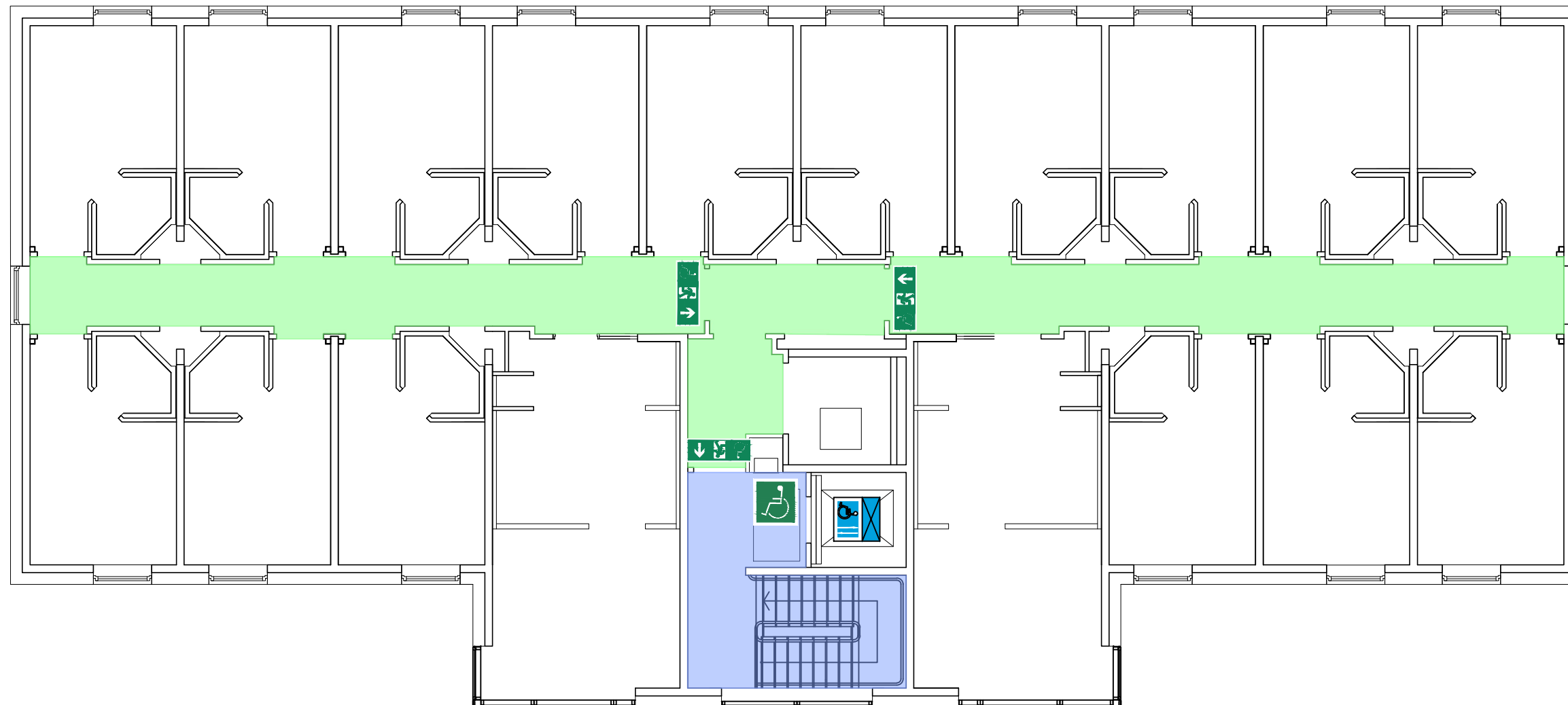
674 JOHN PHILLIPS BLOCK D
THIRD FLOOR
GENERIC EMERGENCY EVACUATION PLAN (GEEP)

Loughborough University

Final exit

Accessible final exit

Safe refuge

Evacuation lift

Assembly point

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