

## S Building

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:

The building construction predominantly compresses of a three-storey concrete framed building with concrete curtain walling/cladding, on concrete floors under a flat concrete roof.

The building comprises of four floors S0 – S3 and is multi occupancy, educational and research building comprising of office use, laboratory research, test areas and storage on all floors. Access to the building is available at several points around the external perimeter of the building. (See attached floor plans).

The building has the provision of four internal 60-minute protected stairwells that at first and ground floor disperses directly to outside (ultimate safety) with the addition of roof escape a level three across to DAV Building.

The internal staircases have a safe refuge area located in landing level and provides an Emergency Voice Communication (EVC) System which links directly to security. (See floor plans)

There are 2 passenger lifts installed to the building. The lift in the Northwest elevation serves levels S0 - S2 and the lift in the Southern elevation serves levels S1 – S3). There are also one wheelchair platform lifts, that provides access between levels S0 – S1 (see attached plans)

### Action required on hearing the fire alarm:

The building operates a double knock fire alarm system that: Upon activation of a Manual Call Point, Heat detector, Aspiration system or two smoke detectors) the sounders will alarm, initiating a full simultaneous evacuation for all occupants. In conjunction with any fire alarm, LU security staff are alerted in the University Gatehouse, triggering the Incident Investigation procedure for the site.

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 internally at each staircase landing level. (See attached floor plans).

An EVC system is available in each safe refuge. Use this to contact the security team and notify them of your location.

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

Emergency egress using the passenger lift is **NOT** possible and **MUST NOT BE USED** during an evacuation Where it is deemed necessary to move you vertically Security staff will use the evacuation chair.



Your Assembly Points Is:

31

### Other recommendations:

It is recommended that all visitors to this building should familiarise themselves with the layout of the building, means of escape from areas occupied and with the fire alarm signals.

**Security's emergency contact number is 888 (internal lines) or 0800526966.**

### Equipment provided:

Each internal staircase landing has the provision of a safe refuge area (see attached plans).

There are emergency voice communication systems (EVC) in the refuges

There are two passenger lifts and one wheelchair platform lift installed to the building serving all floor levels (see attached plans).

Each floor has a safe refuge area located at each internal lift lobby and staircase landing level and provides an Emergency Voice Communication (EVC) System which links directly to security.

Accessible access is available at several points of the building at the ground floor level (see attached plans).

The fire assembly point **31** is located adjacent Sir Frink Gibb building pavement to Mumford Way. "Fire Action Notice" display the location of the assembly point relevant to the building.

## LOUGHBOROUGH UNIVERSITY EMERGENCY INSTRUCTIONS

### IN CASE OF FIRE



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



Telephone internal emergency number 888 or 0800 526 966 if using outside line or mobile phone. In the event of a delay call 999 for the Fire Service giving the correct location of the building.



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 31**



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 Marshal, Warden or Fire Service.



In the event of a first aid emergency, call 999 and immediately inform Security on the above numbers that an ambulance or paramedic is on its way to campus.



In case of other emergencies, contact LU Security on the above numbers. In the event of any delay in contacting Security, call 999 for the relevant emergency service.

Assembly point 31 is allocated to this building which is shown in yellow



ASSEMBLY POINT 31 - S Building

Final exit

Accessible final exit

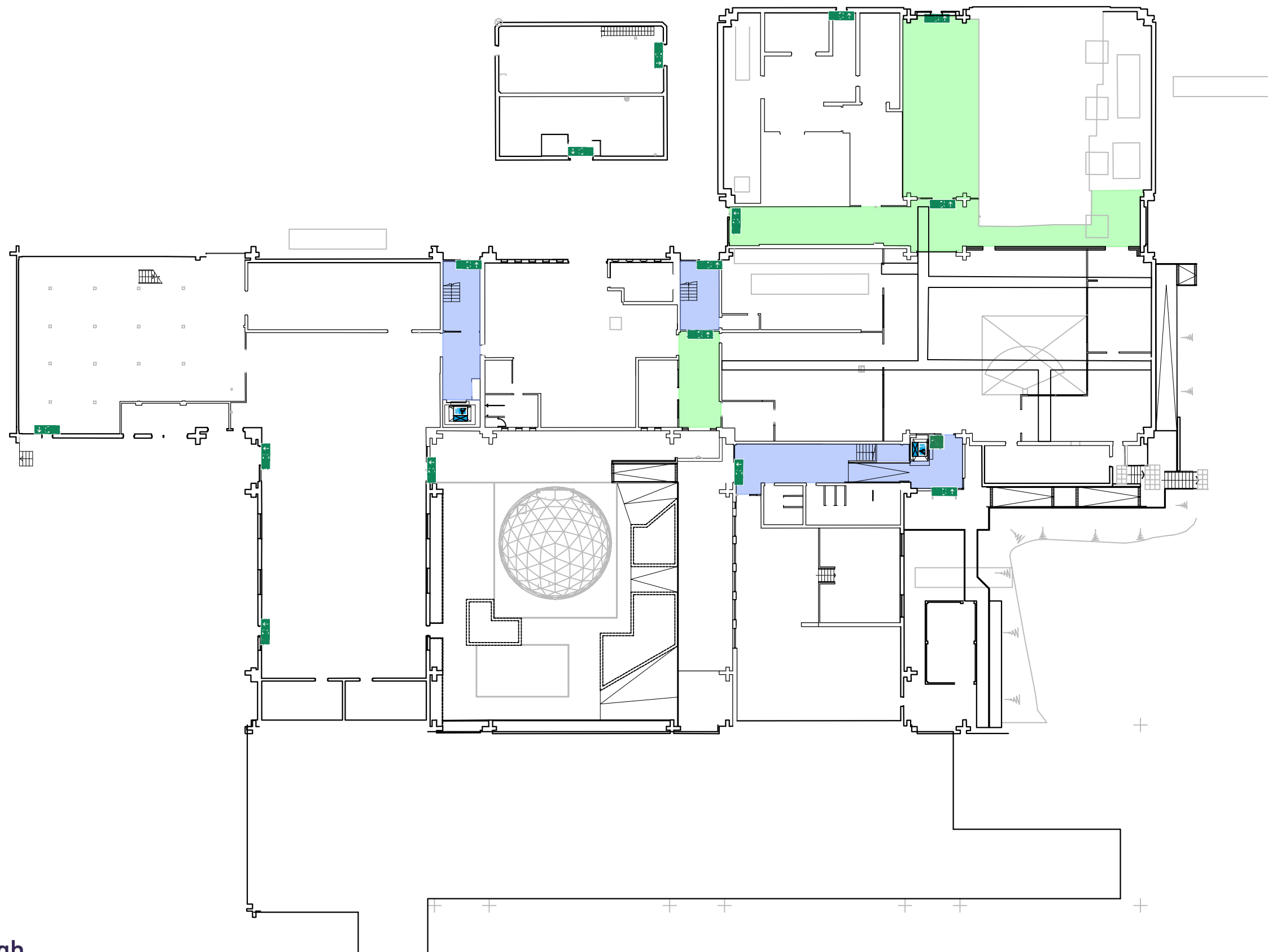
Safe refuge

Evacuation lift

Assembly point

# 021 S BUILDING GROUND FLOOR

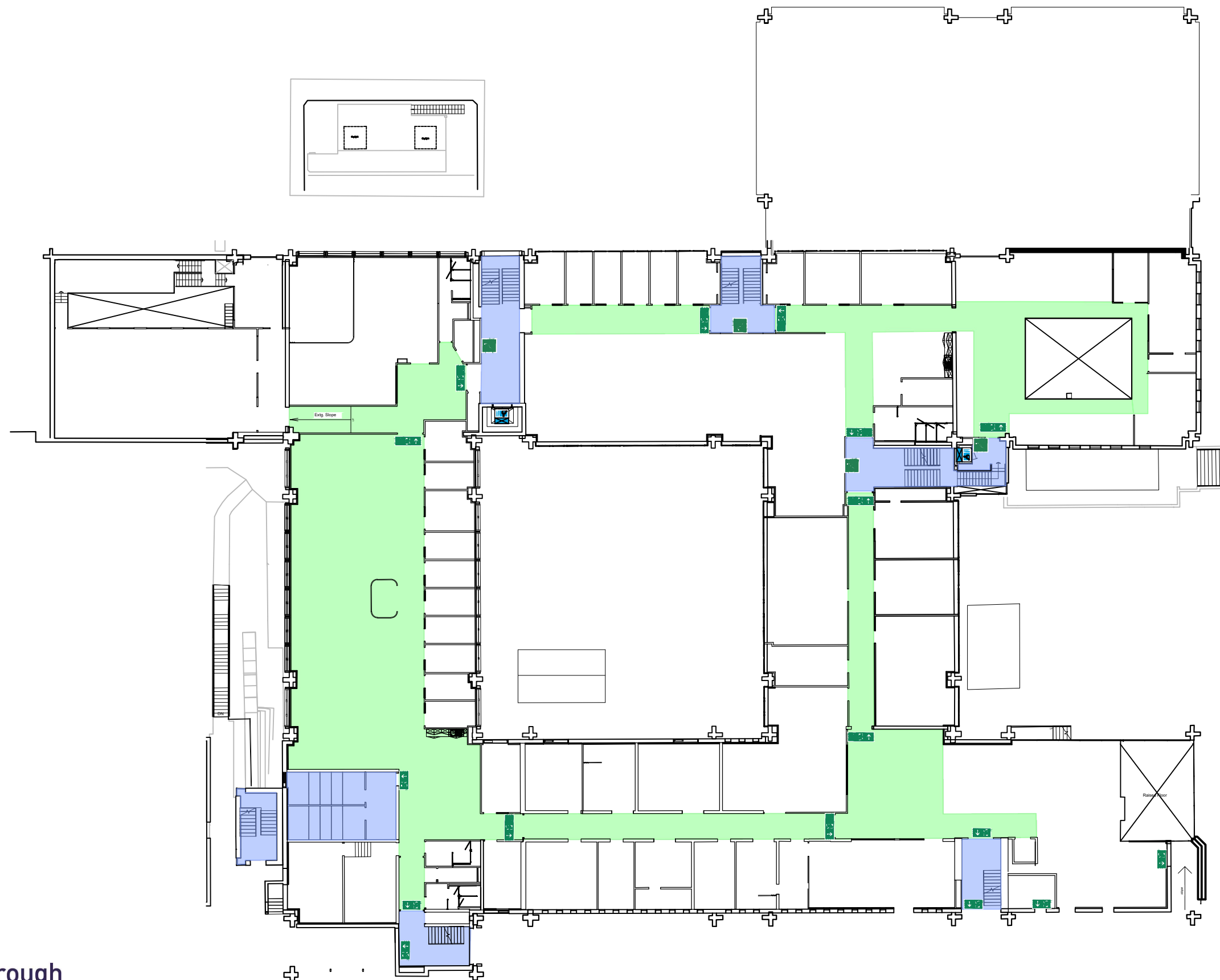
## GENERIC EMERGENCY EVACUATION PLAN (GEEP)





021 S BUILDING  
FIRST FLOOR

GENERIC EMERGENCY EVACUATION PLAN (GEEP)





021 S BUILDING  
SECOND FLOOR

GENERIC EMERGENCY EVACUATION PLAN (GEEP)





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THIRD FLOOR

GENERIC EMERGENCY EVACUATION PLAN (GEEP)

