

<b>QF267</b>	<b>PERSONAL EMERGENCY EVACUATION PLAN</b>
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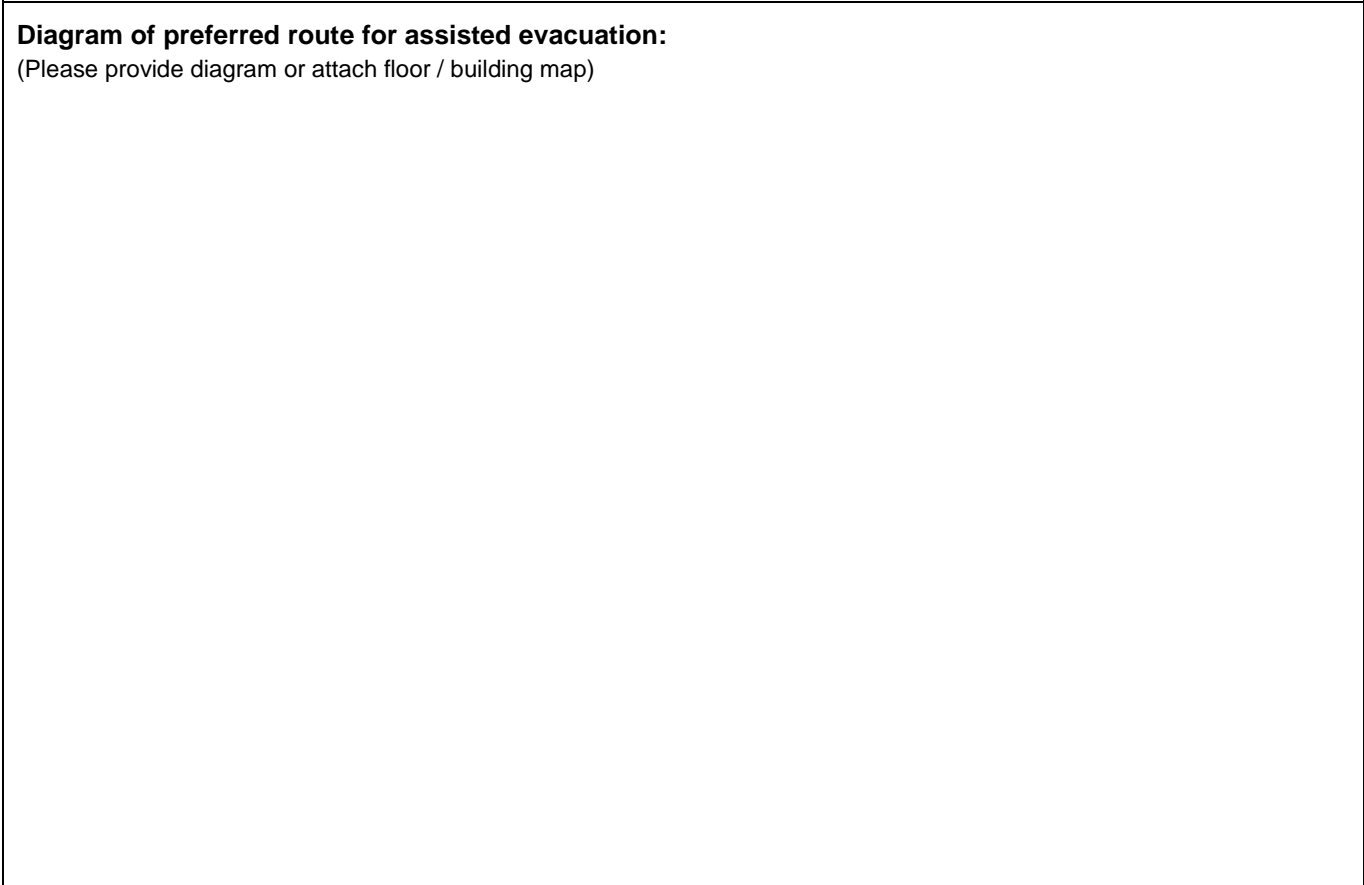
*Please provide as much information to enable the establishment of a suitable plan.*

<b>Employee Name:</b>			
<b>Location:</b>	<b>Floor:</b>	<b>Shares Office With:</b>	
Is an Assistance Animal involved?	Yes	No	
Are you trained in the emergency response procedures? (including the evacuation procedures)	Yes	No	
Preferred method of receiving updates to the emergency response procedures:	In Person	Email	Braille
Type of assistance required:			
Equipment required for evacuation: (Please list)			
Is your first designated assistant ..... trained in using the evacuation equipment ?	Yes	No	N/A
<b>Egress procedure:</b> (Give step by step details of what is to happen)			

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**Diagram of preferred route for assisted evacuation:**  
(Please provide diagram or attach floor / building map)



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Issue Date: ..... / ..... / .....                      Review Date: ..... / ..... / .....

Employee approved: ..... Date: ..... / ..... / .....  
 (signature)

First PEEP Assistant: ..... Date: ..... / ..... / .....  
 (signature)

WARDEN: ..... Date: ..... / ..... / .....  
 (signature)

CHIEF WARDEN: ..... Date: ..... / ..... / .....  
 (signature)