



PERSONAL EMERGENCY EVACUATION PLAN (PEEP)

PEEP's are individualised emergency plans designed for mobility impaired occupants or visitors who may require assistance during an emergency. To facilitate reference by Emergency Services, a copy of the PEEP should be kept with the relevant Warden and/ or designated assistant and an additional copy kept in a central location which is readily accessible to the responding Emergency Service. The information on the PEEP shall be disseminated to all people responsible for its implementation. Below is for suggested content only .

Occupant Name:

Phone/Ext:

Company Name:

Building Address

Floor Number:

Room Number:

Is an Assistance Animal involved?

Is the occupant trained in the emergency response procedures?
(including the evacuation procedures)

Preferred method of receiving updates to the emergency response procedures:
(Please state, e.g. text, email, Braille, etc.)

Preferred method of Notification of Emergency:
(Please state, e.g. visual alarm, personal vibrating device, SMS, etc.)

Type of assistance required:
(Please list procedures necessary for assistance)

Equipment required for evacuation:
(Please list)

Egress procedure:
(Give step by step details)

Are your designated assistants trained in the emergency response procedures?
(including the evacuation procedures)

Equipment required for evacuation:
(Please list)

Designated assistants/wardens and contact details:
(Please list name, phone, mobile, email.)

Diagram of preferred route for assisted evacuation:

Issue Date:

Chief Warden Name & Signature :

Review Date:

Occupant Name & Signature

The above information is given for guiding purposes only. No liability is accepted for any loss occasioned thereby to the maximum extent permissible by law.