

FIRE EVACUATION PLAN

for the buildings: University Halls of Residence, Vinařská 5-blocks A1, A2, A3
Masaryk University, Accommodation and Catering Services, Vinařská 5, Brno

This fire evacuation plan has been drawn up in accordance with Ministry of the Interior decree 246/2001 Sb. on fire prevention.

In drawing up this fire evacuation plan, due consideration has been given to the specific conditions in force in the building and to the use of the university halls of residence and the maximum number of persons that may be in the building.

a) *Employees coordinating the evacuation:*

halls manager or deputy

halls receptionist

Outside working hours:

halls receptionist

Place from which the evacuation is to be coordinated:

any evacuation will be announced and coordinated from reception in the building

b) *Employees providing assistance during an evacuation:*

halls maintenance

storekeeper

and other employees according to instructions from the head of halls

c) *Evacuation routes and method of evacuation:*

people will be evacuated along the internal communications in the building (corridors, staircases I and II) in the direction of the main exit from the building onto the open space in front of the halls of residence, and towards the emergency exits onto the open space between the individual halls blocks. Area on which evacuated persons are to assemble – the space between the individual blocks.

The direction of escape routes is indicated by fire signs (arrows pointing in the direction of escape) and the fire evacuation plan on individual floors.

d) *Employees checking the number of persons evacuated:*

Employees supervising the evacuation will perform a thorough control of the number of persons evacuated, and will acquaint the head of the emergency unit with the facts determined.

e) *The provision of first aid:*

the provision of first aid to injured persons will be performed by the halls receptionist using a first-aid kit. A doctor will be called should there be more serious injuries.

f) *The place at which material is to be assembled and the way in which it is to be guarded:*

material removed from the building will be assembled in front of the halls of residence. Employees supervising the evacuation will guard the material removed from the building.

THE USE OF ELEVATORS IS FORBIDDEN DURING EVACUATION!!!

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