

PEEP Questionnaire for Disabled Person

This questionnaire is intended to be completed by disabled persons to assist the development of a Personal Emergency Evacuation Plan (PEEP). Please provide as much information as you can to enable us to develop a suitable plan.

Once developed, the PEEP will be used to assist escape in the event of an emergency (including drills). If the practice drills identify concerns in the implementation of the evacuation, then please contact *.....*Centre Staff*..... for assistance in finding suitable solutions.

1. Why you should fill in the form

We have a legal responsibility to protect you from fire risks and ensure your health and safety. The PEEP will be developed based on the information you provide.

2. What will happen when you have completed the form?

You will be provided with any additional information necessary about the emergency evacuation procedures in the building(s) you attend.

If you need assistance, the "Personal Emergency Evacuation Plan" will specify what type of assistance you need. There may be some parts of the most appropriate premises where safe evacuation cannot yet be provided without alterations to the building/structure. In these circumstances the way forward will be discussed with you.

* Line Manager, person designated to assist you, and/or Trust Fire Safety Adviser

Name: _____

Location

1. Which part of the building do you normally work in / visit ?

Please name: the building, the floor and the room.

2. Do you routinely use more than one location in this building?

YES

NO

If you feel it is necessary, please provide further details below. (Please list the floors & rooms you use in each building)

Emergency Procedures

Are you aware of the emergency evacuation procedures which operate in the building(s) you attend?

YES

NO

Do you require written emergency evacuation procedures?

YES

NO

Do you require written emergency procedures to be supported by British Sign Language interpretation?

YES

NO

Do you require the emergency evacuation procedures in Braille? YES NO

Do you require the emergency evacuation procedure to be on tape or CD? YES NO

Do you require the emergency evacuation procedures to be in large print? YES NO

Are the signs which mark emergency routes and exits clear enough? YES NO

Emergency Alarm

Can you hear the fire alarm(s) in your place(s) or work? YES NO Don't Know

Could you raise the alarm if you discovered a fire? YES NO Don't Know

Assistance

Do you need assistance to get out of your place of work in an emergency? YES NO Don't Know

Is anyone designated to assist you to assist you in an emergency? YES NO Don't Know

If YES give name(s) and location(s) _____

Is the arrangement with your assistant(s) a formal arrangement ? (A formal arrangement is one specified for them by a senior person, or written into their job description or by some other procedure.)

YES NO Don't Know

Are you always in easy contact with those designated to help you? YES NO Don't Know

In an emergency, could you contact the person(s) in charge of evacuating the building(s) in which you work and tell them where you were located? YES NO Don't Know

Getting Out

Can you move quickly in the event of an emergency ? YES NO Don't Know

Do you find stairs difficult to use ? YES NO Don't Know

Are you a wheelchair user ? YES NO

Thank you for completing this questionnaire.
The information you have given us will help us to meet any needs for information or assistance you may have.

Please return to: Centre Staff