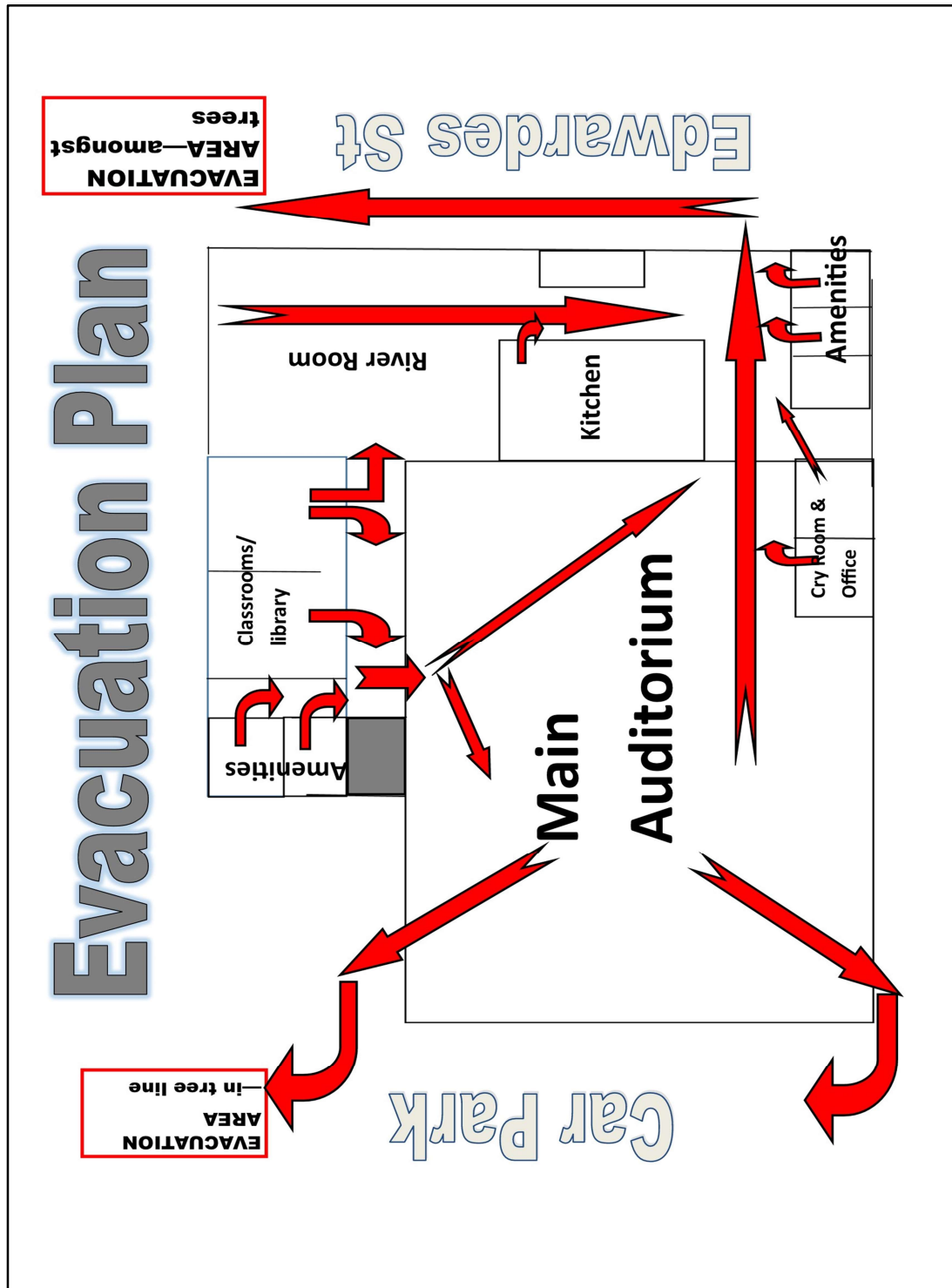


EMERGENCY PLAN & CHECKLIST

Copy of plan to be displayed.





**Deniliquin
Baptist
Church**

Emergency Response Checklist.

Name of person inspecting: _____

Date _____

- ☐ Designated routes from each location within the building.
- ☐ Where to assemble once clear of the building.
- ☐ Whom to report to once clear of the building.
- ☐ Advice provided not to waste time collecting or going back for valuables.
- ☐ How to recognise a fire warning signal.
- ☐ Prepared diagram of building including location of firefighting equipment, exits and assembly points.
- ☐ Designated duties of individuals such as checking corridors, using extinguishers, closing doors.
- ☐ Names and location of emergency wardens.
- ☐ People encouraged to remain calm and orderly.
- ☐ Designated persons to search all areas once during evacuation.
- ☐ Shut down any dangerous equipment.

Actions required:	By Whom:	By Date