



## Resource Guide

|                              |  |
|------------------------------|--|
| Subject:                     | Diagram Evacuation Routes  |
| Facility Site Review Source: | Site Review Survey, I. Access/Safety, C.6. Clearly diagramed “Evacuation Routes” for emergencies are posted in a visible location.   |
| Relevant Law/Standard:       | 8 CCR, 1910 Subpart E App, Exit Routes and Emergency Planning, Exit Routes, Emergency Action Plans, and Fire Prevention Plans.<br><br>Subpart E: 1910.38 Employee emergency plans  |
| Agency//Organization Source: | United States Department of Labor, Occupational Safety and Health Administration (OSHA)<br><br><a href="https://www.govinfo.gov/content/pkg/CFR-2013-title29-vol5/pdf/CFR-2013-title29-vol5-sec1910-38.pdf">https://www.govinfo.gov/content/pkg/CFR-2013-title29-vol5/pdf/CFR-2013-title29-vol5-sec1910-38.pdf</a> |
| Agency/Organization URL      | <a href="https://www.osha.gov/SLTC/etools/evacuation/floorplan_demo.html">https://www.osha.gov/SLTC/etools/evacuation/floorplan_demo.html</a>  |

**Background:**

Site environment is safe for all patients, visitors, and personnel.

**Procedure:**

Evacuation Routes: Clearly-marked, easy-to-follow escape routes are posted in visible areas, such as hallways, exam rooms and patient waiting areas. The minimum clear passage needed for a single wheelchair is 36 inches along an accessible route, but may be reduced to a minimum of 32 inches at a doorway.

**Purpose:**

The use of floor plans or workplace maps which clearly show the emergency escape routes should be included in the emergency action plan. Color coding will aid employees in determining their route assignments.

**Appendix A:**

# Emergency Evacuation Diagram Guide (Example 1)

## Excel Tool to Create Your Own Floor Plan Evacuation Route (See Excel Template)

### Emergency Evacuation Route

Learn about elements of a good emergency evacuation floor plan by moving your mouse over the items listed below.

#### Designate Primary & Secondary Exits

Your evacuation floor plan should designate at least one primary exit and one secondary exit. These exits must be remote from each other and so arranged as to minimize any possibility that both may be blocked by any one fire or other emergency condition.

#### No Emergency Exits in Restrooms

Even if there is a door in a restroom that employees could exit out of, no emergency exits are designated through restrooms for evacuation of a building. Windows are never designated as exits. Consequently, the floor plan does not indicate the restroom as an exit.

#### Exit Away From Rooms With Hazardous Materials

Emergency exit routes lead away from this room containing potentially hazardous materials so that no employee will be forced to pass the area during an emergency.

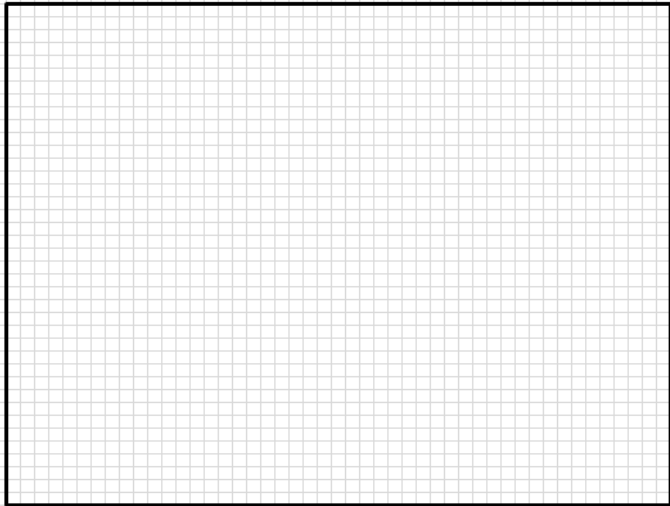
#### No Emergency Exits Into Narrow Passages

This short passageway between the two buildings may not provide enough open space for safe evacuation during an emergency. Accordingly, no emergency exit leads to this narrow space.

#### Exit Signs Indicating the Nearest Emergency Exit

Signs reading "Exit" with an arrow indicating the directions, must be placed in every location where the direction of travel to reach the nearest exit is not immediately apparent.

#### EXAMPLE:



Drag shape to create your office layout

Tools for creating an office layout:




- Icons for accessibility: wheelchair, person with a cane, and person with a white cane.
- Navigation arrows: straight, L-shaped, and U-shaped.
- Text boxes: "ELEV", "FIRST AID", and "or".
- Fire and person icons.
- Text: "Copy, change size, or colors as needed".
- Additional Shapes Use Function: Insert, Page Layout, Picture, Clip Art, Shapes.

## Appendix B:

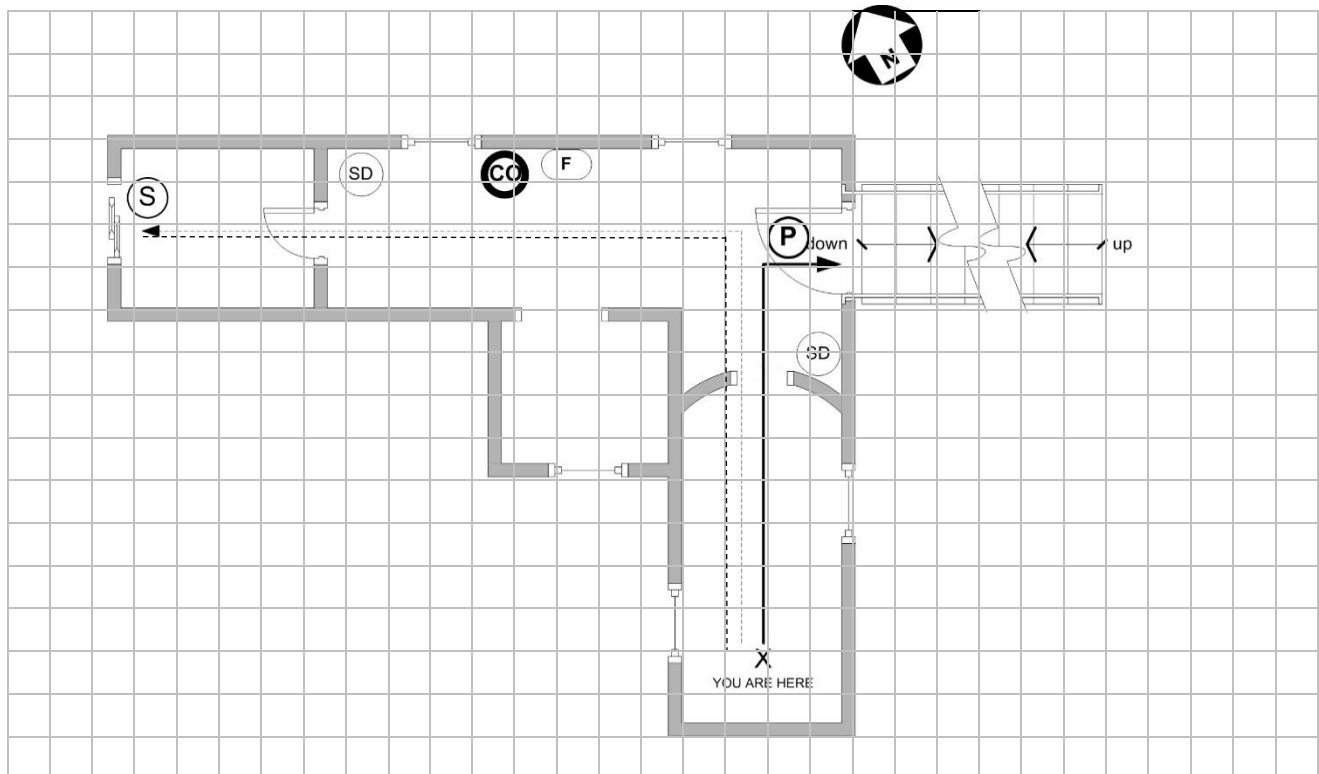
### Emergency Evacuation Diagram Guide (Example 2)

#### Inside Floor Plan Guidelines

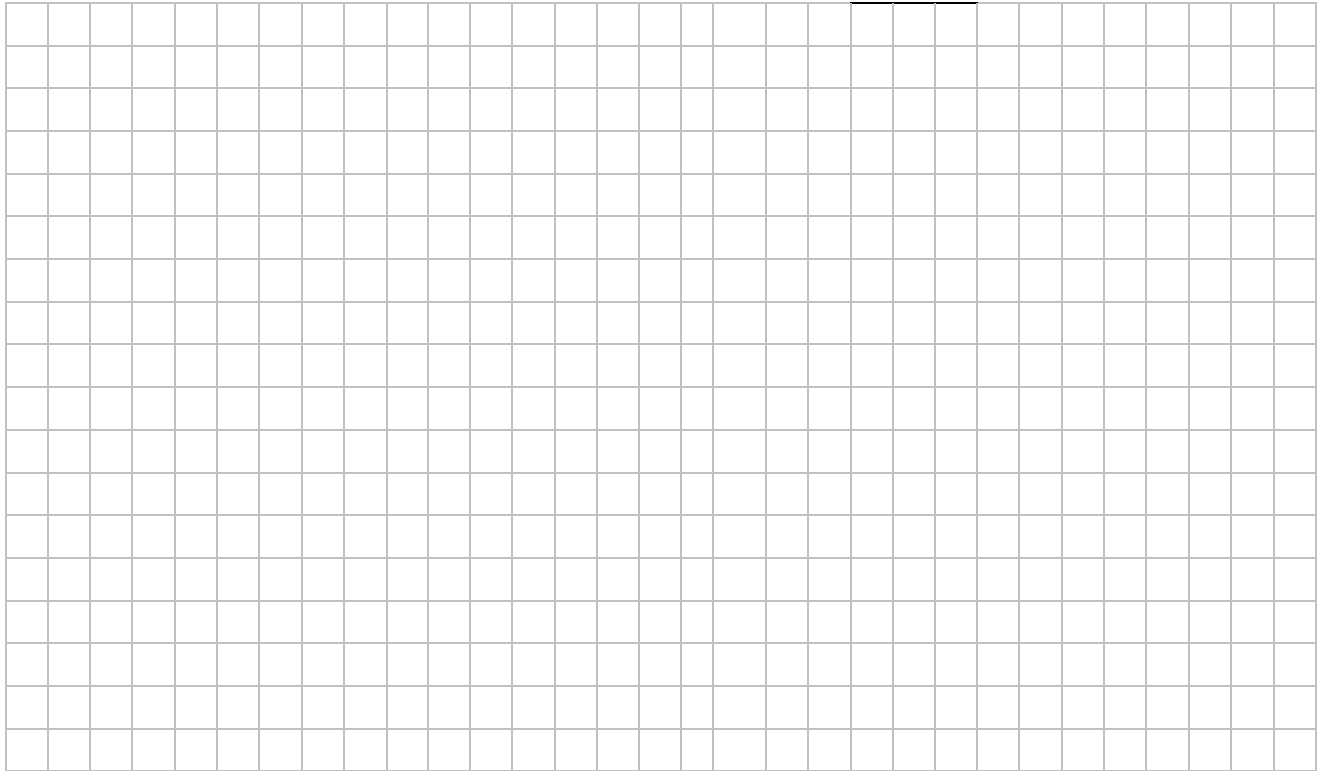
1. Duplicate the following page for the clinic.
2. Draw an outline of the clinic as if you are looking down through the ceiling.
3. Show the location of doors, walls, and windows so that each room or space is bordered with a line.
4. Label items on the diagram using the symbols in the Items Checklist on this page.
5. Label the designated primary and secondary evacuation routes.
6. It is required that a copy of the evacuation diagram be posted in a visible location.
7. A diagram is posted in each room and includes the escape path from that room to the nearest exit.

| Items Checklist          |                            |   |
|--------------------------|----------------------------|---|
|                          | Item                       | Symbol  |
| <input type="checkbox"/> | Carbon Monoxide Detector   | (CO)  |
| <input type="checkbox"/> | Smoke Detector             | (SD)  |
| <input type="checkbox"/> | Exit                       | (EXIT)  |
| <input type="checkbox"/> | Fire Extinguishers         | (F)   |
| <input type="checkbox"/> | Primary Evacuation Route   |  |
| <input type="checkbox"/> | Secondary Evacuation Route |  |
| <input type="checkbox"/> | Fire Escapes               | (FE)  |
| <input type="checkbox"/> | Stairs                     |  |
| <input type="checkbox"/> | You Are Here               | X   |

#### Sample Drawing



## Template



The material in this document is a knowledge-sharing tool provided by the FSR team to enhance compliance with Facility Site Review requirements. All content is for informational purposes and may be used and/or modified according to site-specific practices. Ensure appropriate review and approval by site management prior to adoption.