

Registration Form for a Person Requiring Assistance

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|--------------------------|--|
| Name: | |
| Building Address: | |
| Floor: | |
| Company: | |
| Department: | |
| Phone: | |

Using the following definitions, please select which of the following definitions best describes your personal situation:

LEVEL I – My condition is temporary and does not prevent me from participating in a fire drill or an actual evacuation, although it may cause some pain or discomfort, (e.g. pregnancy, broken bone).

If you select the Level 1 category, provide an anticipated end date of your temporary condition.

Anticipated end date of temporary condition: _____

LEVEL II – My condition is permanent and I am not able to evacuate the building without assistance (e.g. use a wheelchair).

If you select the Level 2 category, provide a more detailed description of your condition.

Details of Assistance Requirements:

Please include particulars of any handicap or medical problem concerning.
 (Example: Mobility, Vision, Hearing, Non-Visible Disabilities)

I acknowledge that:

- I will stay with my designated Attendant at all times, as set out in the emergency and evacuation procedures, during a fire drill or an actual emergency evacuation.
- I must complete the Registration Form for a Person Requiring Assistance and advise my Floor or Fire Warden of any change to my personal information.
- I understand my role in the emergency and evacuation procedures during a fire drill or an actual emergency evacuation.

(Please Print)
Employee Signature

(Signature)

(Date: MM-DD-YY)

Return this completed Registration Form to your Floor or Fire Warden, as applicable.

(INSERT NAME)

Note: There is no guarantee that the Fire Department will be in position to provide immediate evacuation of Level II PRAs during an emergency. Consult with the Fire Department beforehand to develop an alternate plan for evacuation.

3.8 Evacuation Procedures for People with Physical Disabilities

In most cases people with physical disabilities should be placed under the supervision of designated personnel until the Fire Department can rescue them. If it is life threatening for the people with physical disabilities and their supervisors to remain on that floor, it is recommended that the people with physical disabilities be transported via the stairwell to a grade level exit.