

Emergency Diagram Compliance Checklist
 Australian Standard 3745-2010 **Planning for Emergencies in Facilities,**

Date:

Last Review Date:

Next Review Date:

Site Name & Location:

Follow up Action if Required:

Reviewed by:

Australian Standard 3745-2010 **Planning for Emergencies in Facilities,**

Evacuation Diagrams are displayed in:

Reception Area	YES / NO
Main Entry Points	YES / NO
Lunch Rooms	YES / NO

Safety Inductions:

Emergency Diagrams are incorporated into Staff & Contactor inductions	YES / NO
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Evacuation Diagrams should contain the following:

Mandatory elements AS3745-2010:

The title 'EVACUATION DIAGRAM'	YES / NO
'YOU ARE HERE' location	YES / NO
Communications equipment, where installed	YES / NO
Hose reels – Hydrants – Extinguishers - Fire blankets	YES / NO
Fire indicator panel (FIP), where installed	YES / NO
Refuges, if present	YES / NO
Validity date	YES / NO
Location of assembly area(s)	YES / NO
A legend	YES / NO

Optional elements AS3745-2010:

Direction of opening of doors on designated exits	YES / NO
North	YES / NO
First aid stations and kits	YES / NO
Hazardous chemical store	YES / NO
Spill response kits	YES / NO
Emergency information	YES / NO
Emergency telephone numbers	YES / NO
Fire orders	YES / NO
Emergency Warden Details	YES / NO
Paths of travel	YES / NO

