



# GVE Limited

*Vacuum Technologists and Consultants*

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## **General Emergency Evacuation Plan for:**

### **Pumped + Redlaser & Social Service 01.04.2022 & 02.04.2022**

#### **Premises address and contact number**

**GVE Limited, Ashburton House, Trafford Park Road, Trafford Park, M17 1BN**

**Samuel Oliver 07581388712**

#### **EVACUATION PLAN**

In the event of a fire the alarm will be raised and all member of staff present + the security team will begin the evacuation process. Fire alarms will sound and attendees will be directed towards the closest fire exit and towards the designated fire assembly point. Once everyone is safely and securely out of the building the services will be notified with a 999 call presenting the full address GVE Limited, Ashburton House, Trafford Park Road, Trafford Park, M17 1BN

#### **CAPACITY –**

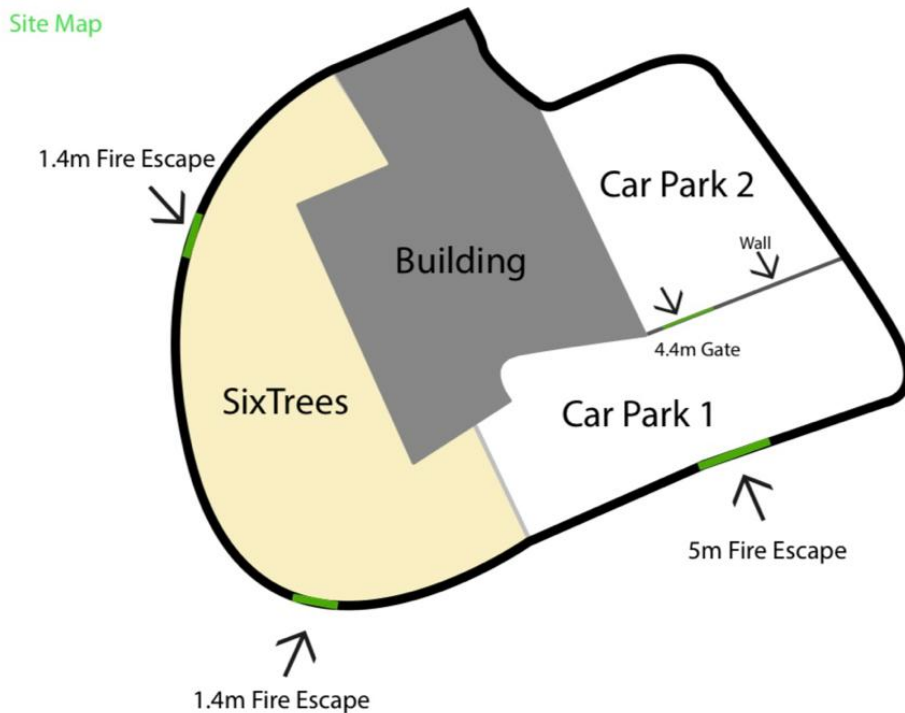
The capacity of the event (480) has been based upon the sizing of the 3x fire exits. There will be a total of 5x SIA security present on site, 1x security present on the entry point, 1x security on the front smoking area, 1x security on the stairs and entrance area. 2x security covering the main room. The security have now already attended an event and it will be the same head door man returning for future events with a team that are familiar with the site already.

All staff will be notified on the procedures above and are aware of points to action in the case of an emergency. There will be a clicker on the main entrance present with the door staff to ensure once capacity is reached no attendees will be able to enter the premises under any circumstances. There is only one entrance and exit in use during the operation of the

event with the additional emergency exits only active in an emergency situation. The event is advertised as ticket only and the goal would be to sell out before the event starts. If this is not achieved and ticket sales are down we would look to sell tickets at entry and reduce the capacity of the event to 400 and drop one of the security team. If this is the case the new event capacity at 400 would be upheld regardless of how many people turn up on the night. Once this revised capacity is reached there would be no further admission.

I can also confirm that there is CCTV covering all key internal areas under use.

Barriers will also be put up outside the venue to aid egress when leaving and direct people on to next doors open car park space and away from the main roundabout. We will be informing a number of local taxi firms ahead of the event that we will have a large egress of people at the closing of the event to aid quick and safe dispersal of patrons.



## ESCAPE ROUTES –

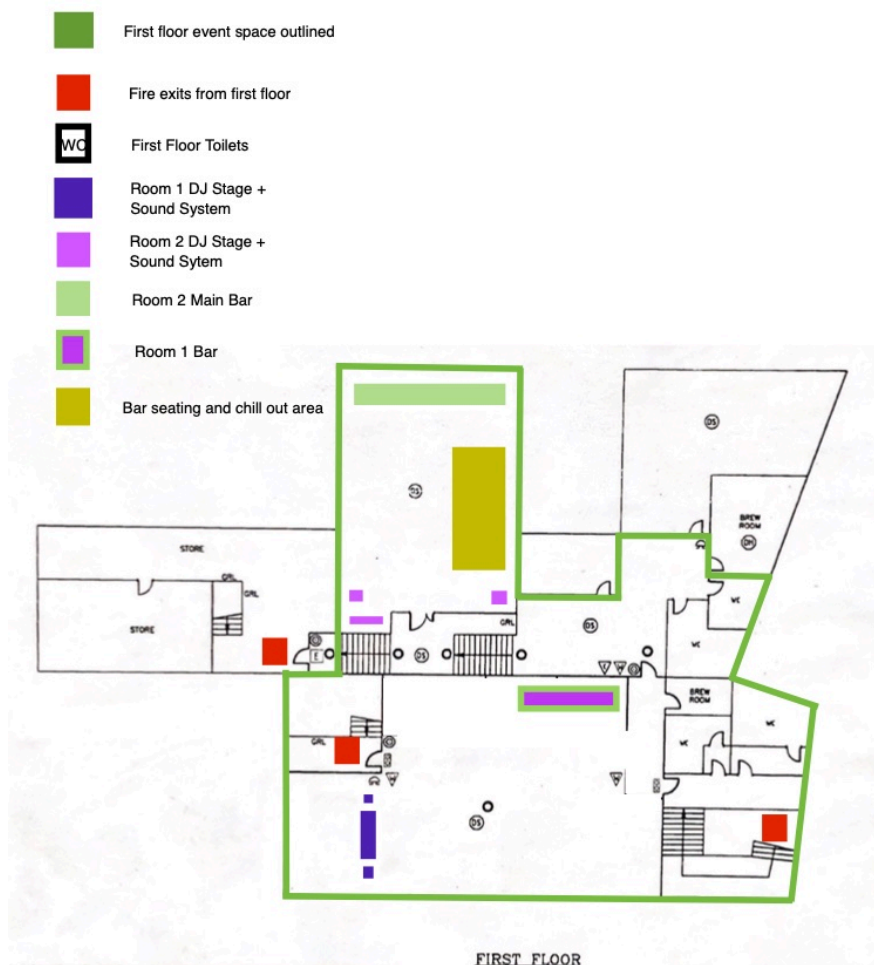
There are 3x designated escape routes, the main entrance off the building will be the main point of entry/exit during operation of the event this is clearly sign posted with fire exit signs and emergency lighting system - a clear escape route plan is also attached on both sides. There are a total of x6 fire extinguishers present within the event space with at least 1x on each of the escape routes. Escape routes are clear at all points with no obstructions

## FIRE ASSEMBLY POINT

Muster point for internal fire emergency would be in Car Park 1 at the front of the building. All staff and security team will be made aware of assembly point before the event starts.

## OTHER SAFETY HAZARDS

No gas, fuse box clearly away from any liquids, no smoking at any point



during the event, anyone found attempting to will be immediately removed from the premises.

Adequate design of escape routes? - clear signage from entry points to all fire exits	YES
Reasonable distances of travel when the fire alarm is sounded (15 meters)	YES
Where there is escape in a single direction? Two clear exits points, one at the front, the rear of room 1	YES
Where there are alternative means of escape? Three methods of escape - both fire doors open from room 2 there is an additional fire escape	YES
Suitable protection of escape routes? Yes - Fire alarm sounders, extinguishers, fire exit signs	YES
Adequate provision of exits? Exit from first floor; main (1m) exit 2 (1m) exit 3 (1m), lower floor exits to outside of the building Main (2m) exit 2 (1m) exit 3 (2m)	YES
Exits easily and immediately open-able where necessary without the use of a key? - Yes all fire exits open at all points	YES
Escape routes unobstructed? Yes, cleared marked and manned by trained SIA security	YES
Does the evacuation plan fit with the floor space factors? Yes	YES
Identify dead end corridors. Are they appropriately covered? No dead end corridors, there are exits covering all corridors	YES
Identify inner rooms. Are they appropriately covered? Event area as marked on the floor plan covers 2 rooms and WC's all other internal rooms will be locked with no public access	YES