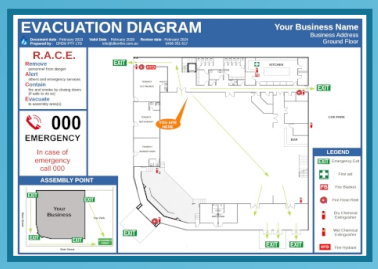
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E - info@dfemfire.com.au
M - 0408 351 617

Evacuation Diagram Requirements

Introduction:

All evacuation diagrams must follow Australian Standards AS3745-2010 to be compliant. Evacuation Diagrams are distinct from Emergency Response Plans.



The **Emergency Plan** is a written document produced to define the emergencies and procedures required should an emergency arise . It should also specify the personnel required within your site that will attend to an emergency. They are organised into two groups, the Emergency Planning Committee (EPC) and the Emergency Control Organisation (ECO – wardens).

The **Evacuation Diagrams** are the pictorial representation of your site. They are to provide occupants of the building a clear visual guide on where the nearest exits are in an emergency.

Page Sizes:

A diagram with standard (minimal information) can be placed on an A4 sheet.

- The pictorial representation of the floor area must cover a minimum of 30,000mm^2

Any diagrams with additional information **must** be on an A3 size sheet.

- The pictorial representation of the floor area must cover a minimum of 60,000mm^2

It is always a good idea to protect the diagram by either framing or laminating it.

If you have been thinking about training your staff, we can help.

We can conduct Fire Extinguisher and Emergency System training at your site. Click on here for for further information

Locations:

The diagram must be placed at locations predetermined by the EPC. They should be placed where they can best be observed and used in the event of an emergency, such as notice boards or emergency exit.

They must be no higher than 1600mm from the plane of the floor and no lower than 1200mm.

Required Information:

There is a basic minimum of information that must be contained on an evacuation diagram. They must confirm to the following points :

1) The floor plan must have all irrelevant information removed such as fittings within the building
2) The only acceptable name for the document is **"Evacuation Diagram"**
3) "YOU ARE HERE" must be marked relevant to where the map is so as to give an accurate guide for personnel viewing the diagram.
4) All exits must be marked in green (no exact convention laid out) with direction of travel indicated with a green line or arrow.





Examples of exit signs

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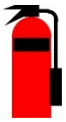
Required Information (cont):

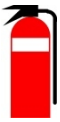
5) Communications equipment must be marked (where installed) such as:

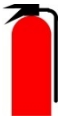
- Warden intercom points — Marked in Red
- Manual call points — Marked in Red
- Emergency call points — Marked in White

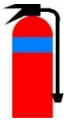
6) Fire Hose Reels must be marked in red Eg. 

7) Extinguishers shall be red with the correct coloured band :

Carbon dioxide 

Dry chemical 

Water 

Foam 

Do you need us to produce the diagrams for you? We can help.

We can produce Emergency Response Plans and compliant Evacuation Diagrams. Click on this box

8) Fire blankets must be marked in red

9) Fire Indicator Panels marked in red (if installed)

10) Date of document and how long it is valid for (industry standard is five years)

11) Legend to reflect the symbols used in your diagram

Any extra information maybe considered by the EPC and included in terms of AS3745 – 2010 - 3.5.5 eg.

- Direction of opening doors
- North (direction
- First Aid Stations
- Fire and Smoke Doors
- Fire Hydrants in red
- Defibrillators

Orientation:

Individual evacuation diagrams must have the correct orientation with regard to the direction of egress and it's location to the "YOU ARE HERE" point.

Where an assembly area diagram is also included, it must have the same orientation as the rest of the diagram.

Review and Amendment:

The diagram should be routinely reviewed and amended when the overall emergency response plan is reviewed. This is required every six months in terms of AS1851.14.4.2 – Item 1.5



Pricing:

Evacuation diagram pricing starts at $500.00 plus GST.
Larger sites will require a quote.

** This document is intended as a guide only and for the full details please refer to Australian Standards AS3745-2010