

Day 5 Facilitator Guide

Safety Stand Down Week

Facilitator Name:
Time: ~15 minutes

Intro (1 minute) Read aloud:

Today, we're wrapping up by discussing emergency evacuation.

A safe evacuation comes down to knowing a few important things such as:

- What our fire alarm or emergency alert sounds like
- What backup route to use if your first route is blocked
- Checking in once you reach the rally point

Pre-Quiz (2 minutes) Ask out loud. Don't correct anyone yet.

Q1. How are employees at this site alerted to a fire or other emergency?

Q2. Where is this site's designated rally point?

Q3. When is it safe to leave the rally point?

Play the video.

Post-Video Quiz (4 minutes) Review again. This time, provide correct answers.

Q1. How are employees at this site alerted to a fire or other emergency?

A1. (Review your site's fire alarm system.)

Q2. Where is this site's designated rally point?

A2. (State your site's designated rally point location.)

Q3. When is it safe to leave the rally point?

A3. (Only when an authorized person gives the all-clear.)

Site-Specific Discussion

- What route would you use if that exit were blocked?
- Are any exits, aisles, or evacuation routes currently obstructed?
- How does this site account for employees, contractors, drivers, and visitors?
- Who should you report to at the rally point?

Close (1 minute) Read aloud:

Going forward, take a few seconds before starting any task and think through the risks.

What equipment and PPE do you need? Is there anything in the work area or material that could start a fire? Are exits and emergency routes clear? Do you know what you would do if the alarm sounded right now?

Working safely protects you, your coworkers, and the emergency responders who may be called to help. If you have a question about anything we covered this week, ask.

Remember, do it safely, or not at all.