



**SNC-LAVALIN**

**ProFac**

*Fire Safety and Evacuation Plan*

*Agronomy  
120 Main Street East  
Ridgetown ON N0P 2C0*

**OCCUPANTS REQUIRING ASSISTANCE INFORMATION FORM**

Dear Occupant,

To ensure your safety during an emergency situation in your building, we are asking your co-operation in filling out the information requested below on any persons working in your area who would/may require special assistance in an evacuation.

All information received will be kept strictly confidential and only given to emergency personnel upon arrival at the building. This information will enable us to be of assistance in the event of any emergency.

Please return the completed form to the *Building Emergency Evacuation Coordinator*:

***John Brooks***

***Ridgetown College, University of Guelph***

**NAME:** \_\_\_\_\_

**BUILDING:** \_\_\_\_\_

**LOCATION / ROOM NUMBER** \_\_\_\_\_

**DESIGNATED WAITING AREA** \_\_\_\_\_

(To be completed with the Building Emergency Evacuation Co-ordinator)

**NATURE OF ASSISTANCE REQUIRED:**

\_\_\_\_\_

***Person Assigned to Assist in Evacuation*** \_\_\_\_\_

***Alternate Person Assigned to Assist in Evacuation*** \_\_\_\_\_