

Evacuation Assistance Form

According to California Code of Regulations Title 19 Section 3.09(d) 5(b) High-rise office buildings are required to maintain a list of personnel who have special emergency evacuation needs to provide to Fire Department personnel on demand. Building Management recommends Evacuation Assistance Lists be reviewed and updated monthly by each Company Tenant Administrator. Changes should be reported immediately in writing.

If you have a physical condition, temporary or permanent that may hinder you in the event that your area must be evacuated you must notify the Building Owner(s) or operator(s) in writing. Please complete the form below and provide a copy to your Floor Warden and to the Office of the Building. Please include name and telephone number for your assistant(s). Information provided will be held confidential and only used to plan for your safety and evacuation assistance needs.

Name: _____

Suite/Floor: _____

Company Name: _____

Telephone number (direct office line): _____

Describe Special needs: _____

Are you able to walk down stairs for 5 floors without assistance (standard 5 floors down evacuation)? _____

Are you able to walk down stairs to the ground level without assistance (full evacuation from building)? _____

What type of assistance will you require? _____

Inclusive dates (if applicable): _____

Evacuation Assistance Monitors (Required):

Name: _____ Contact number: _____

Name: _____ Contact number: _____

Please return to: Denise Tonini, Fire Life Safety Director, fax 213-614-4991, Office 213-614-4995, denise.tonini@aus.com, Suite 4840.