

In the event of a major incident it may be necessary to evacuate all, or part of Lincoln City Centre. To this end the Lincoln City Centre Evacuation Plan sets out procedures to deal with evacuations that may arise as a result of incidents including severe weather, flooding, chemical incidents and major fires.

The plan has been compiled by City of Lincoln Council and its partners including Lincolnshire Police and Lincolnshire Fire and Rescue. The City Centre is zoned to ensure that only those zones affected by an incident are evacuated.

HOW WILL I KNOW THAT AN EVACUATION IS REQUIRED?

- Existing radio systems eg: Shop / Pub Watch.
- Text alerts to those who have signed up to receive alerts in this manner.
- Requests to evacuate may be broadcast using other public address systems located in shopping centres, rail and bus stations.
- Door-to-door visits by the emergency services and partner agencies.
- Police officers on foot or in patrol vehicles with loudhailers.
- Local radio and TV announcements eg: 'Go in, Stay in and Tune in'.
- Social media and local media websites

For more copies of the map or for further information or advice please contact the Lincolnshire Emergency Planning Unit on 01522 582220

WHAT SHOULD I DO IF AN EVACUATION OF MY ZONE IS REQUIRED?

- Implement your building evacuation plan immediately.
- Listen carefully to the instructions given by the police.
- Use security staff or nominated company representatives to escort people from danger.
- Inform others who do not appear to be responding to the evacuation request.
- Ensure your premises are secure.

HOW CAN I PREPARE?

- Prepare and test an evacuation plan for your building.
- Make sure staff are aware of the plan and their responsibilities in it.
- Identify and train staff with responsibility for building evacuation.
- Pre-identify assembly routes and assembly points, one for fire evacuation and a separate one for a bomb alert, a safe distance from your building. Be aware of your own and surrounding zones.
- Establish how you will alert staff and visitors to the need for evacuation and how to inform them of the chosen assembly point.
- Create specific procedures to assist staff and visitors with disabilities or other special needs.
- Establish how you will account for all staff and visitors at the assembly point.
- Decide how you will communicate with your staff whilst they are out of your premises. (Mobile telephones may not work in an emergency situation).
- Regularly test your evacuation plan.

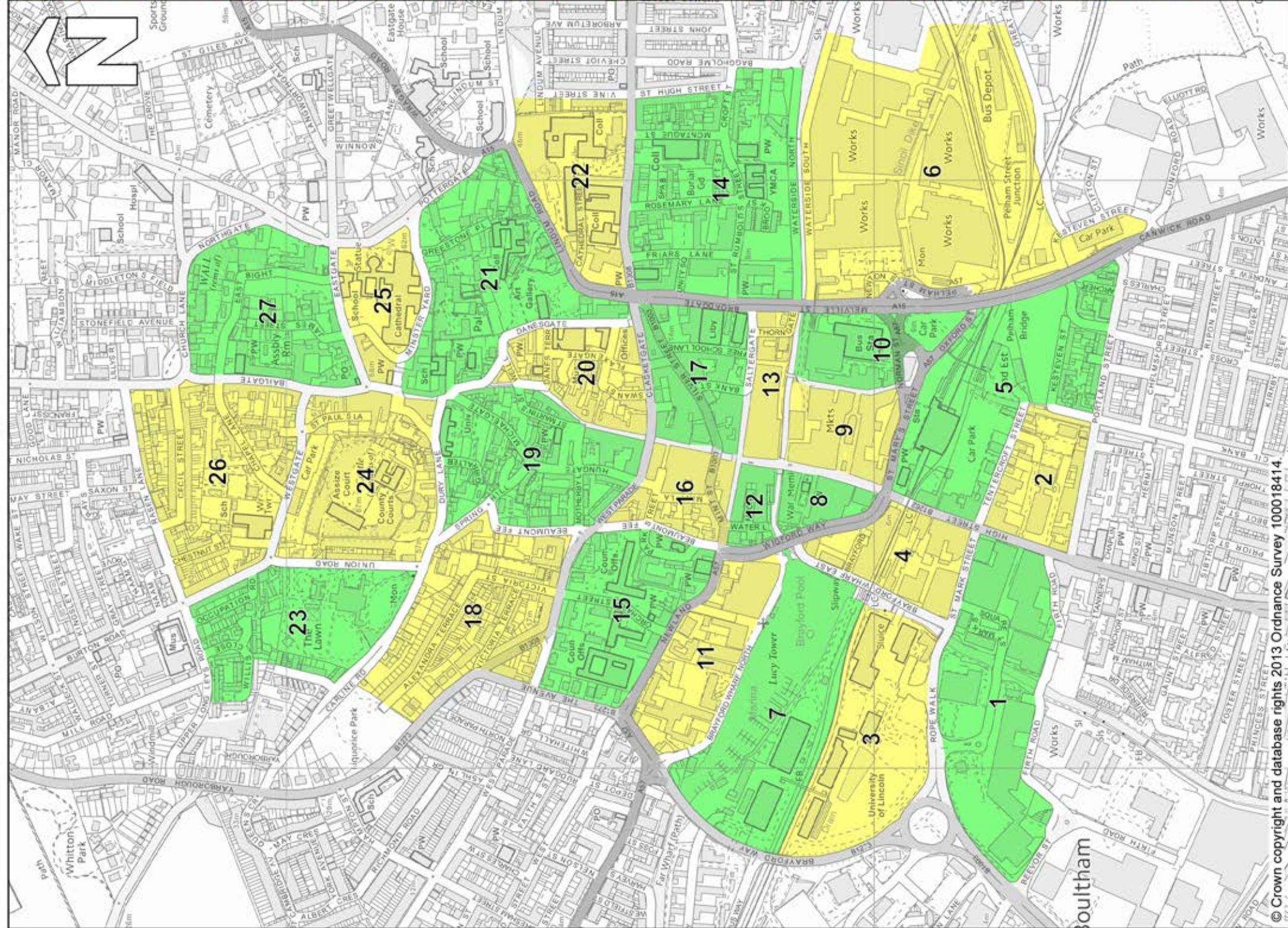
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Lincoln city centre Evacuation plan





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Lincoln City Centre Zoning System

Scale: 1:8500 at A4

Version 1: 19-Aug-2013



CITY OF
Lincoln
COUNCIL