PEEP Questionnaire

This questionnaire can be used to gather information to assist in the development of a Personal Emergency Evacuation Plan (PEEP). Complete this form with the person requiring a PEEP.

The information in this form is used to complete the formal PEEP form.

Name: ____________________________________________

Location
1 Which part of the building do you normally work in / visit? Specify building, floor & room:

____________________________________________________

2 Do you routinely use more than one location in this building?
   Yes □ No □ Don’t know □
   List the floors & rooms you use in each building

Emergency Procedures
3 Are you aware of the emergency evacuation procedures which operate in the building(s) you attend?
   Yes □ No □ Don’t know □

4 Do you require emergency evacuation procedures to be in another format, e.g. in large print, in Braille, electronic? If YES, specify format:
   Yes □ No □ Don’t know □

5 Are the signs which mark emergency routes and exits clear enough?
   Yes □ No □ Don’t know □

Emergency Alarm
6 Can you hear the fire alarm(s) in your place(s) or work?
   Yes □ No □ Don’t know N/A □

7 Could you raise the alarm if you discovered a fire?
   Yes □ No □ Don’t know □

Assistance
8 Do you need assistance to get out of your place of work in an emergency?
   Yes □ No □ Don’t know □

9 Is anyone designated to assist you in an emergency?
   Yes □ No □ Don’t know □
   If YES, give name(s) and location(s):

10 Is the arrangement with your assistant(s) a formal arrangement? (A formal arrangement is one specified for them by a manager or written into their job description or by some other procedure.)
   Yes □ No □ Don’t know □

11 Are you always in easy contact with those designated to help you?
   Yes □ No □ Don’t know □
12 In an emergency, could you contact the person(s) in charge of evacuating the building(s) in which you work/study and tell them where you were located?

Getting Out

13 In an emergency, would you be able to move at a similar rate to other occupants?

14 Are you confident to use the stairs from the level of the building that is your normal place of work to the exit to outside?

15 Or would you prefer to wait for assistance?

16 Do you use a wheelchair?

Thank you for completing this questionnaire.

The information you have provided will help assist to formalise your support arrangements.