EMERGENCY MANAGEMENT – BARRIERS GUIDELINE

Section 1 – Background and Purpose

Overview

La Trobe University has established emergency management processes including the evacuation of buildings. This includes scheduled evacuation drills to test processes and identify any shortcomings and ensure timely evacuation.

Throughout the course of these drills it has been identified that there is a recurring issue of people re-entering buildings while they are under alarm. This is predominantly an issue for buildings where students and members of the public have access and where buildings ajoin via walkways.

It has been determined by a risk assessment that the risks associated with people re-entering buildings could be reduced through the use of signage and non-obstructive barriers. The purpose of these barriers is to prevent re-entry without creating an obstruction.

A Fire Engineer, engaged by La Trobe University assessed the non-obstructive barrier and signage design. These are approved for use, in-line with the requirements of the Building Code of Australia.

Purpose and Objectives

The purpose of this Guideline is to step out the approved requirements for the use of non-obstructive barriers to be used during evacuation drills to prevent persons from re-entering buildings under alarm and evacuating.

Section 2 - Scope

This Guideline is applicable to all facilities i.e. buildings at La Trobe.
Not all facilites will adopt non-obstructive barriers i.e. where it has been determined locally that re-entry does not pose a risk.

Section 3 – Policy Statement

Security Policy and Health & Safety Policy

Health & Safety Procedure – Emergency Control Organisation

Section 4 – Procedures

Barriers must be either highly visible plastic chains or pre-tension belts attached to a wall via adhesive Velcro strips, magnets or other similar devices. Such barriers must be installed to easily disengage with no more than 110N of force, when pushed by a person seeking egress. Velcro strips must be replaced when worn out.

Barriers must be installed with a sign, and specify the following:

- To persons seeking egress – “Egress this way, Push barrier forward to drop” refer to **Figure 1.**
- To person approaching from outside – “Fire Alarm, Wrong way, Evacuate Building” refer to **Figure 2**.
- Set up of barriers to be as per **Figure 3** and **Figure 4.**

Barriers must be tested annually to ensure they disengage within 110N of force.

EGRESS THIS WAY

PUSH CHAIN/BELT FORWARD TO DROP

Figure 1

FIRE ALARM IN PROGRESS

WRONG WAY

EVACUATE BUILDING

Figure 2

Figure 3 –
Signage placement direction of egress

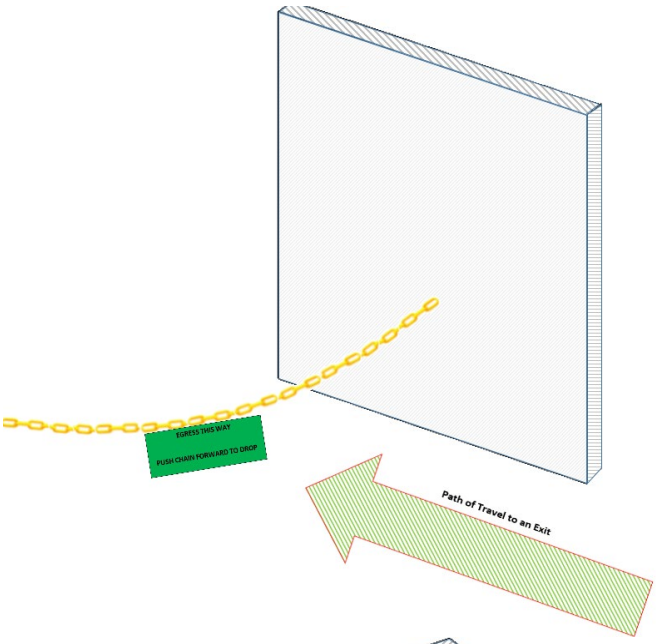

Figure 4 –
Signage placement against egress

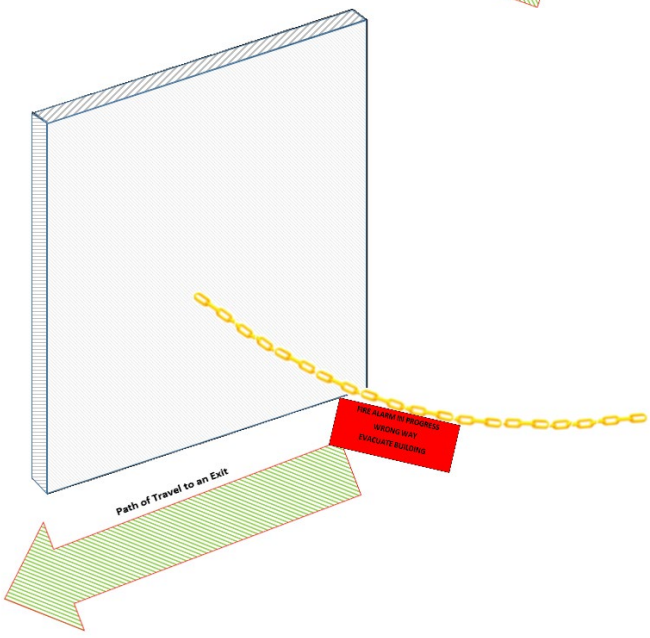

Figure 5 –
Plastic chain
attachment to wall

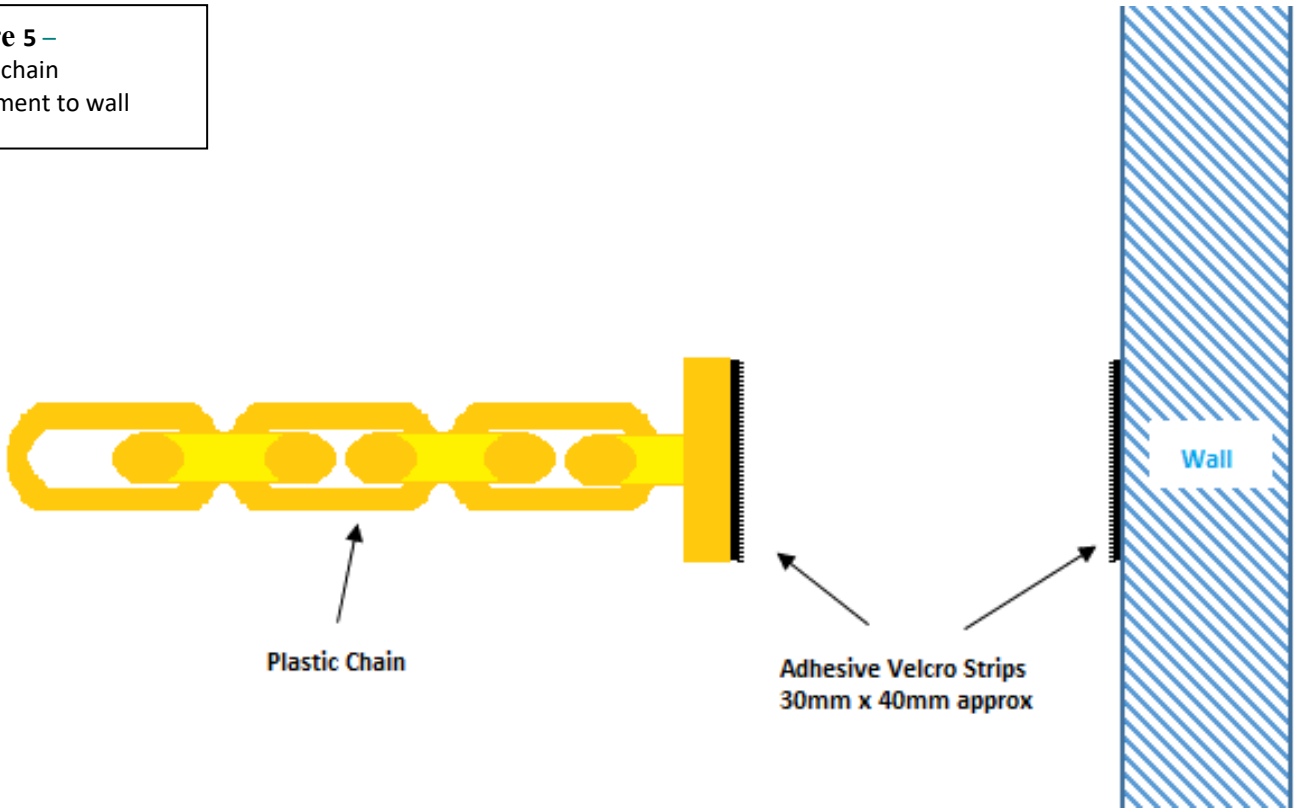

Figure 6 –
Pre-tensioned belt
attachment to wall