

PATHWAYS ABILITIES SOCIETY

POLICY: EVACUATION AND SOCIETY CLOSURE

Applies to: All Personnel, Volunteers, Persons Served, Families, Advocates and Caregivers

Original Approval Date: June 12, 2006

Date Board Approved: December 20, 2012

Replaces Policy Dated: September 12, 2011

Board Member's Signature

PREAMBLE

In order to ensure a uniformed approach to managing emergencies, Pathways Abilities Society developed the Evacuation and Society Closure policy and procedures to apply to the various emergencies that arise.

POLICY

Society closure requires the approval of the executive director and board president.

Staff, volunteers and individuals served are thoroughly orientated to evacuation and society closure procedures.

Evacuation exit diagrams are posted in all service areas. The diagram includes the location of first aid kits, emergency kits, emergency lighting, fire alarm panels, fire pull stations, fire extinguishers, flashlights, water main and gas shut offs, electrical breakers, and eye wash stations.

The Evacuation and Society Closure procedures apply to the following policies:

- Evacuation and Society Closure
- Emergency Preparedness, Response and Evacuation
- Bomb Threat
- Fire and Fire Safety Management
- Forest Fire
- Power Outage
- Snow Storm Emergency
- Gas Leak

Evacuation and procedure drills are conducted as required by the specific emergency policies.