### Persons with Disabilities

In the event a person with a disability is encountered above the ground floor level of any building, ensure that they are escorted to the nearest enclosed stair well (which does not contain smoke). **Do not attempt to carry anyone out of the building.**

Enclosed stairwells are considered the safest location and people should be safe there until they can be evacuated by the Fire Department. If possible, have one person stay with any person with a disability until assistance arrives.

|  |
| --- |
| **Inform the Emergency Warden and/or the Fire Department IMMEDIATELY of the exact whereabouts of any person requiring evacuation assistance.****250-740-6600 may be called for quicker response** |

During evacuation drills or exercises, persons with disabilities can safely remain next to a stairwell entrance until informed the exercise is over.

*Where persons with disabilities are encountered on the ground level floors, ensure that they are evacuated to a safe area which is well clear of the building.*

### Injured Persons

In the event that an injured person is encountered, unless they are in imminent danger from the fire or other hazard, **do not attempt to move them**, but immediately notify the Emergency Warden and/or the Fire Department of the exact location of the injured person.

If they are in danger from the fire, and can be moved safely, transfer them to the nearest fire safe stairwell (which does not contain smoke) until they can be evacuated by the Fire Department. If possible, have someone stay with them until assistance arrives. If a fire safe stairwell is not readily available, move them to the nearest room and close the door while help is obtained.

**DO NOT** endanger yourself in an attempt to rescue someone else; rather get help from qualified emergency response personnel (i.e. Fire Department).