



# OSH/ADA Working Group Meeting

Emergency Evacuation Procedures for  
Persons with Disabilities

March 13, 2008  
West Dining Room  
James Madison Memorial Building

---

# Progress in Providing Access for Disabled Visitors to Capitol Hill



---

Kate Tapley  
Senior Attorney  
Office of Compliance  
202-724-9248; [ktap@loc.gov](mailto:ktap@loc.gov)

---

# Statutory Requirements

## ■ Americans with Disabilities Act

□ Employment 42 U.S.C. 12111 *et seq.*

□ **Public Services** 42 U.S.C. 12131- 12150; 28 C.F.R. Part 35.

□ **Public Accommodations** 42 U.S.C. 12182-12183, 12188-89; 28 C.F.R. Part 36 including Appendix A.

---

---

# Public Services – ADA Title II

- 42 U.S.C. 12131 et seq.
    - Public Entities must provide equal access to programs and services for individuals with disabilities
    - Visitors, constituents, lobbyists
    - Removal of barriers – architectural or communication
    - Modification to rules, practices, procedures
-

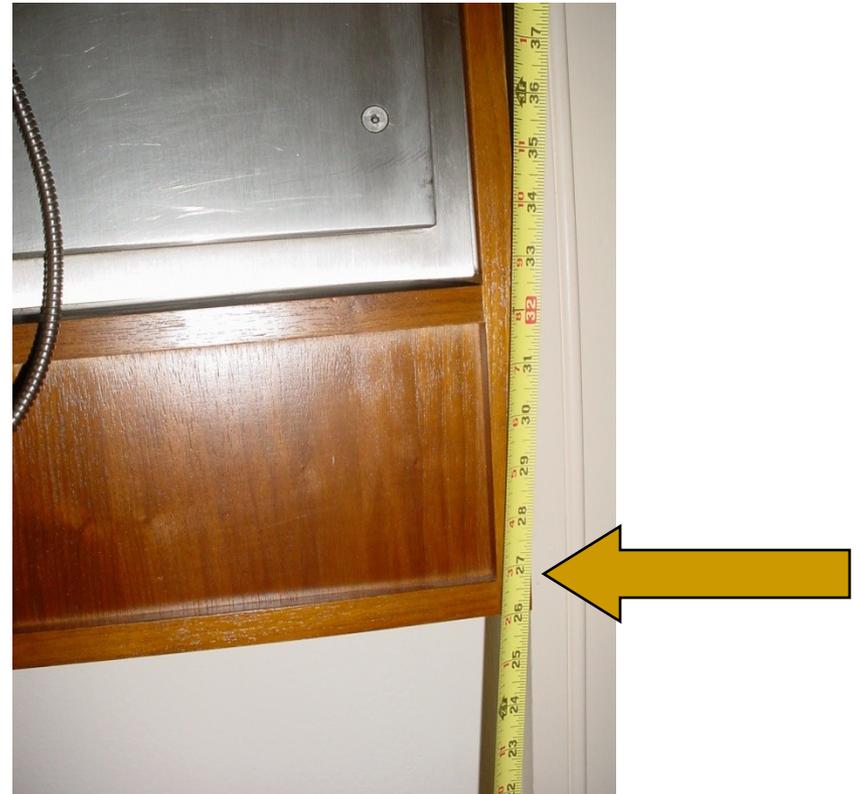
# Architectural Barriers Removed

All offices of government on Capitol Hill are accessible to individuals in wheelchairs. 28 CFR 35.150; 36.304; Pt 36 App. A.



# Architectural Barriers Removed

Many protruding objects have been modified so they do not endanger an individual who uses a White Cane 28 C.F.R. Pt 36 App A Sec 4.4



# Communication Barriers Removed

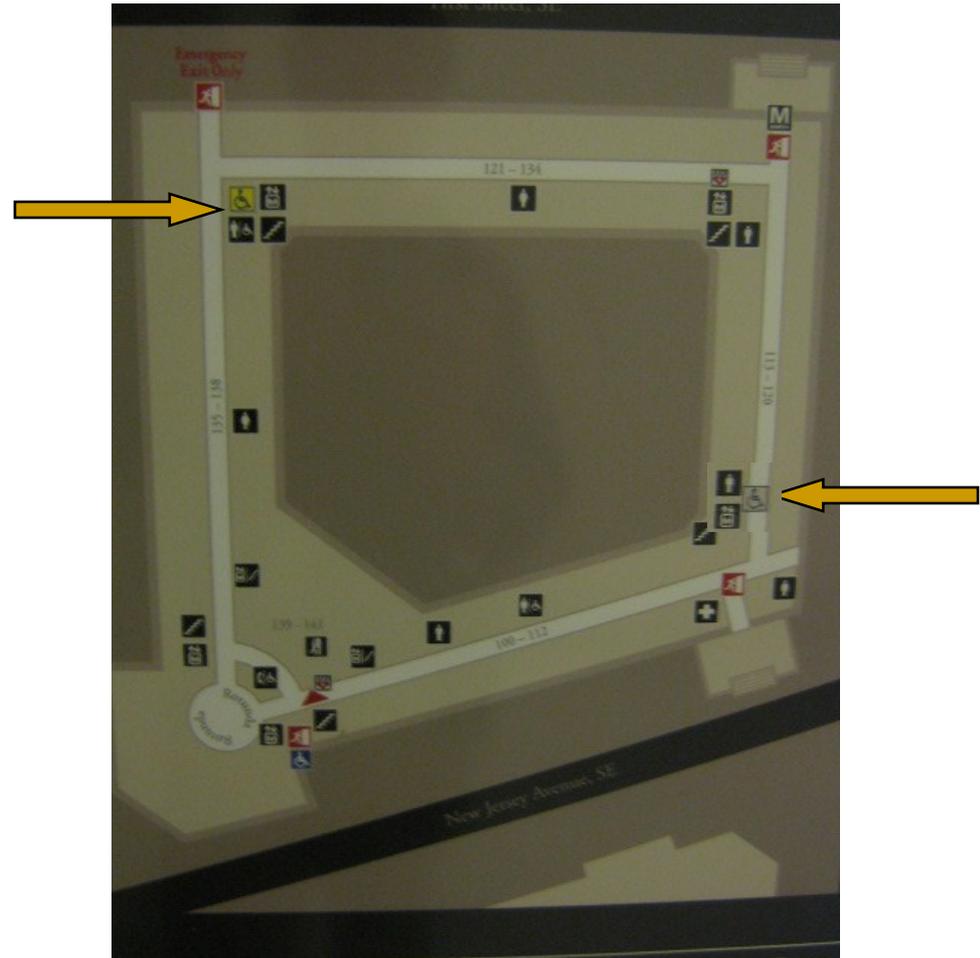
Signage in High Contrast, Braille and Mounted at the Correct Height 28 C.F.R. Pt 36 App A Sec 4.30



# Communication Barriers Removed

- Wall maps
- Staging areas and accessible exits clearly marked

28 Pt 36 App A Sec 4.1.3(16),  
4.1.(e) and 4.3



# Equal Access to Programs 28 C.F.R. 35.150, 35.130(b)(iii)

- Aid, Benefit or Service Must be **As Effective As** That Which is Provided to Others.



# Equal Access to Programs 28 C.F.R. 35.130(b)(iii)

- Staging Areas Integral Part of Evacuation Program



---

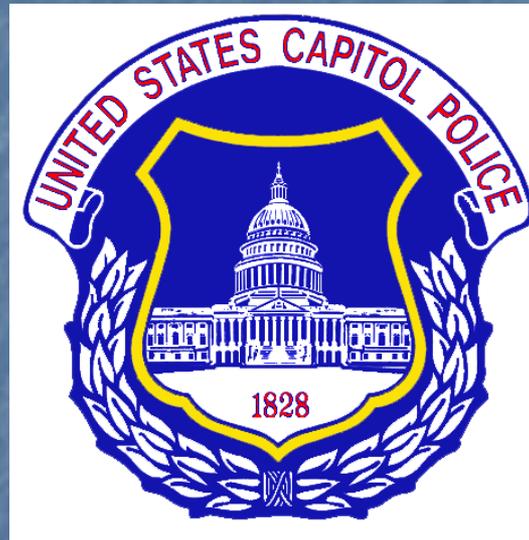
Presenters for Office of Compliance Working Group  
meeting on Evacuating People with Disabilities  
March 13, 2008



---

**Scott R. Linsky** – USCP Associate  
Director of Emergency Management  
**Michael Salmons** – LOC Emergency  
Management Program Officer

# Mobility Impaired Evacuation within the United States Capitol Complex



Scott R. Linsky

Associate Director for Emergency Management  
Office of Plans, Operations and Homeland Security  
United States Capitol Police

# Unique Emergency Preparedness Environment

## ■ Challenges

- Multiple large, old buildings
- More than 1,000 individual employing offices
- Significant interagency coordination required
- High staff turnover
- High percentage of 1<sup>st</sup> time visitors
- Limitations on drills training

## ■ Advantages

- High density of trained law enforcement officers
- Active emergency preparedness community

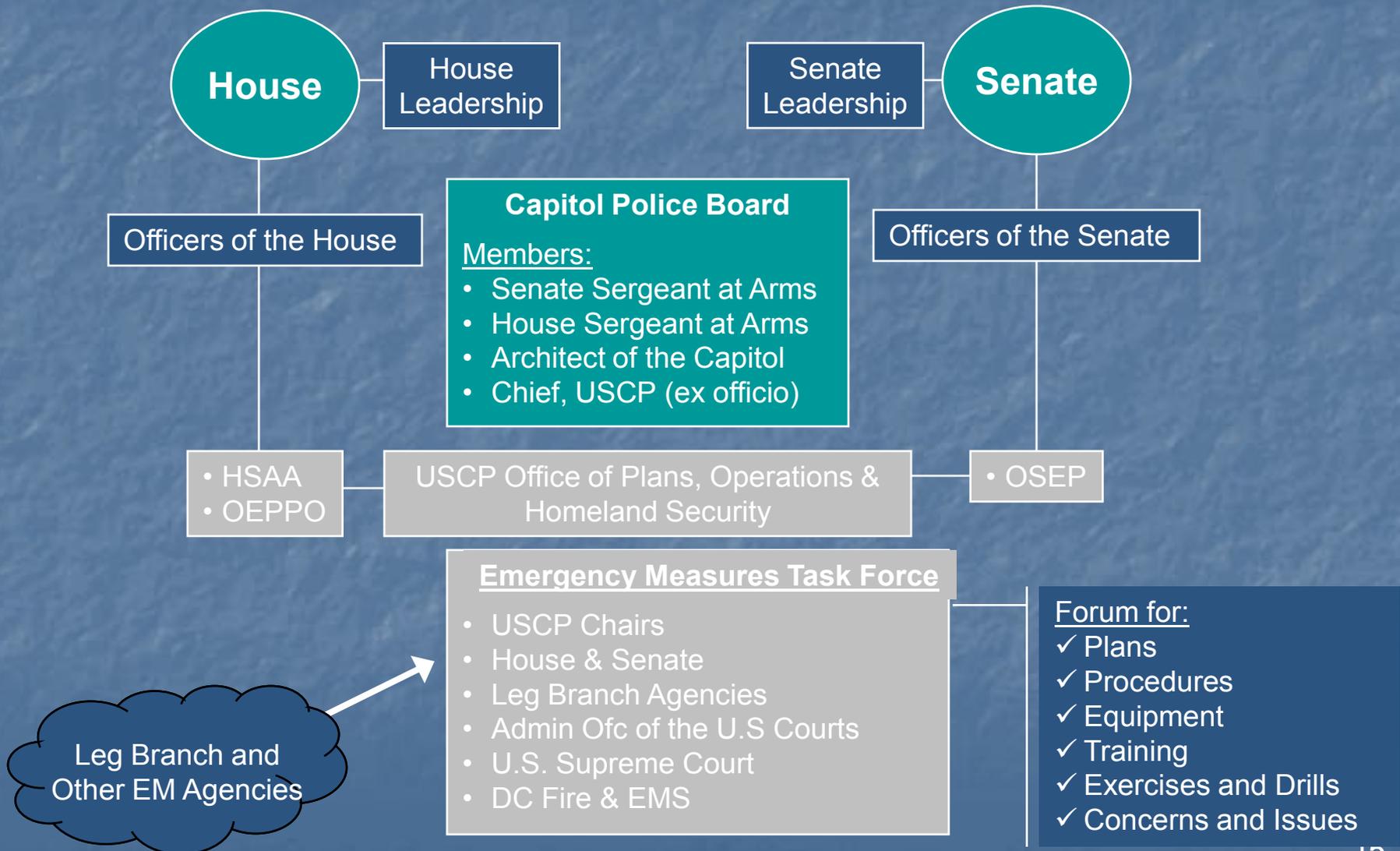


# History

- Pre 9/11
  - Minimal history of real emergencies
  - Alarm systems and response questionable
  - Emergency Plans not coordinated
  - Little effort put into emergency preparedness
- Progress
  - Additional emergency measures added to plans
  - Establishment of preparedness programs
  - Emergency Measures Task Force



# Life-Safety / Emergency Management Coordinating Structure



# History

- Progress
  - Establishment of preparedness programs
  - Emergency Measures Task Force
  - Drill program established
  - Emergency actions standardized
  - Elevator evacuation program



# Why an Elevator Evacuation Program

- **To provide for the safe & rapid evacuation of the Capitol complex during an emergency**
  - Moves persons with disabilities to the escape floor by the most expeditious and safe means
    - Elevator Code Compliant
    - Fire Marshal Approved
  - Utilizes trained emergency responders
  - Allows persons to remain in their wheelchairs during evacuation
  - “Buddies” assist persons with disabilities



# Why an Elevator Evacuation Program

- **To standardize procedures for the safe & rapid evacuation of persons with disabilities during an emergency**
  - **Initiate procedures as quickly as possible when fire alarm activates**
  - **Evacuates persons with disabilities at same time as everyone else**
  - **Provides safeguards for public and police**



# Why an Elevator Evacuation Program Makes Sense

- **The size of Congressional Office Buildings**
  - 624,000 – 2,380,000 Square Feet
  - 45,000 Square Feet in a Football Field
- **Fire History/Containment**
  - Construction of Buildings
  - Smoke Detection and Sprinklers
  - DCFD Response
- **Elevator Availability**
  - Elevators selected meet specific criteria
    - Emergency Back-up Power
    - Location



# Multi-Agency Approach

- Congressional Offices
  - Evacuation Assisters
- House/Senate/AOC Emergency Planners
  - Identification of persons needing assistance
  - Smoke Hoods
- USCP
  - Elevator Evacuation Program
  - Building Sweeps
  - Community Outreach
- DCFD
  - Rescue

# Usual Signage at Elevators

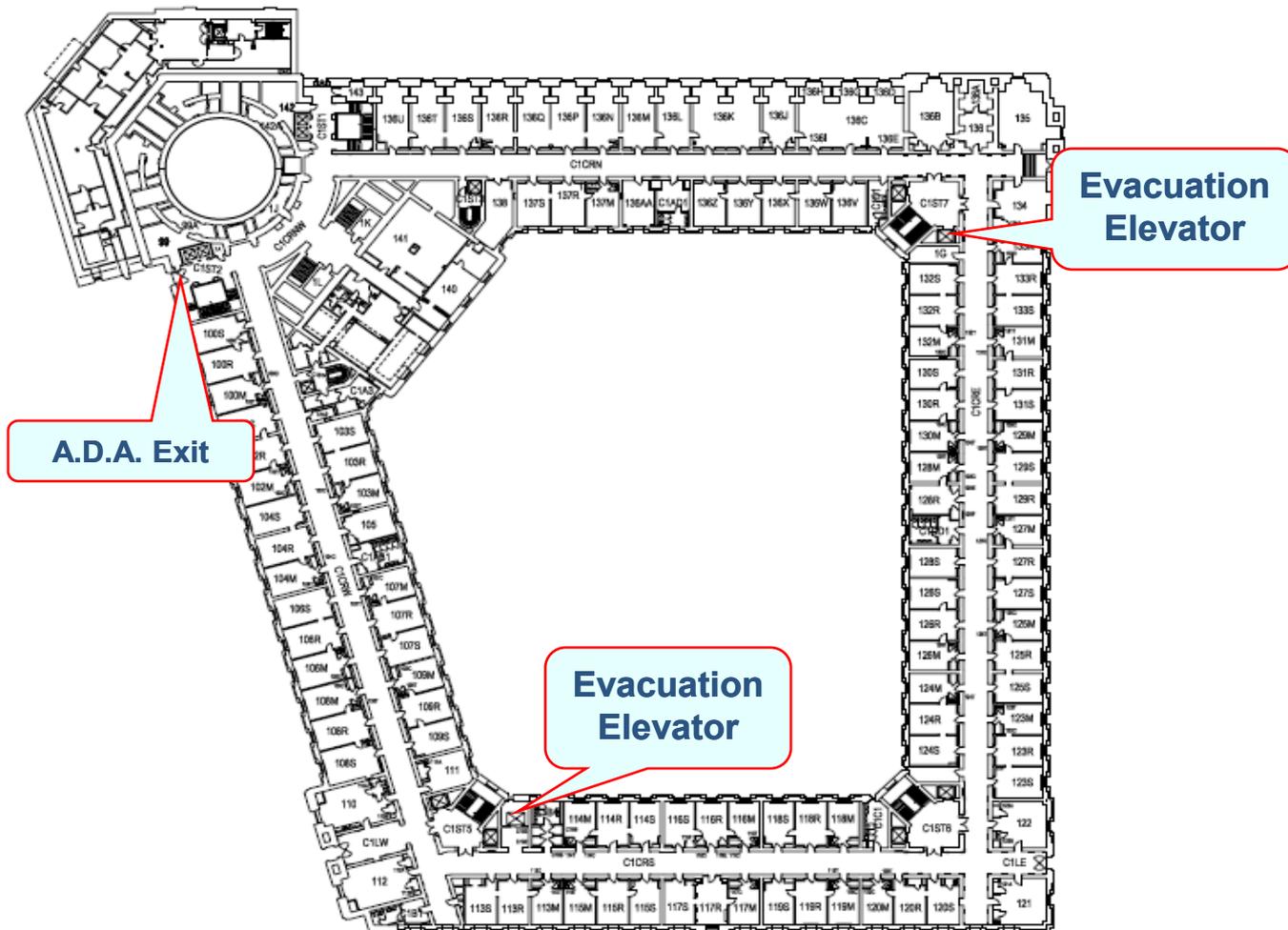


# Emergency Staging Areas



- Located in designated elevator lobbies
- Protected by smoke detectors
- Protected by sprinklers
- Monitored as Police Officers Clear Building
- Emergency phones being installed

# Designated Emergency Elevators



First Floor Plan



# Emergency Call Box

## Being installed and activated at Staging Areas



# Elevator Evacuation Training

- USCP Officers
  - Elevator Operations
  - Evacuation Procedures
    - Staff
    - Visitors
  - Officer Safety
    - VRU
- Community
  - Trained by House and Senate on emergency actions and USCP protocols

# Elevator Evacuation Procedure

## ■ USCP Officer

- Retrieves keys and captures elevator
- Begins at highest floor and works down to ground level. Assist those waiting at the elevator bank.
- Officers do not leave the elevator area, they let the officers clearing the floors direct people to the mobility impaired staging areas.
- Repeated until the floors are cleared, the incident commander suspends operations, or the officer's safety is jeopardized.

# VRU

## Victim Rescue Unit

- Voluntary device issued to elevator key posts
- To be used in an actual or perceived hazardous environment.
- If the officer dons this hood:  
**EVACUATE IMMEDIATELY**

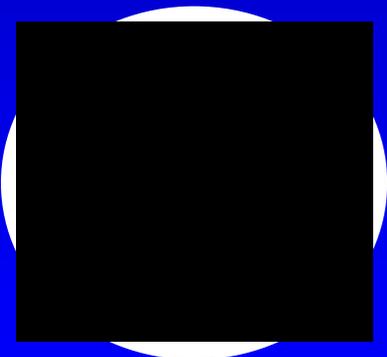
# Summary

- The Capitol Complex uses elevators to evacuate persons with disabilities
- The program has been in place for more than three years with considerable success
- Everyone affected must understand the program limitations and be prepared to use alternate procedures
- Police Officers will address security of the building and then will assist in safe evacuation and facilitate communications
  - Visitors not familiar with the procedure
  - All on what to do when alternate procedures must be employed
- **The program works!**



# **The Library of Congress**

## **Emergency Preparedness Program Assisted Evacuations**



**Kenneth E. Lopez**

**Director**

**Office of Security and Emergency Preparedness**

# Assisted Evacuations

1. **Emergency Preparedness Program Overview**
2. **Compliance and Guidance**
3. **Equipment, Systems, and Procedures**
4. **Collaboration and Outreach**
5. **Discussion**

# OSEP Emergency Preparedness Staff



**Kenneth  
Lopez**

Director



**Jared Zingman**

Emergency Preparedness  
Specialist



**Steven Hersh**

Emergency Preparedness  
Coordinator



**Michael Salmons**

Emergency Management  
Program Officer



**Darleene Sewell-  
Jones**

Emergency Preparedness  
Specialist



**Peter Torres**

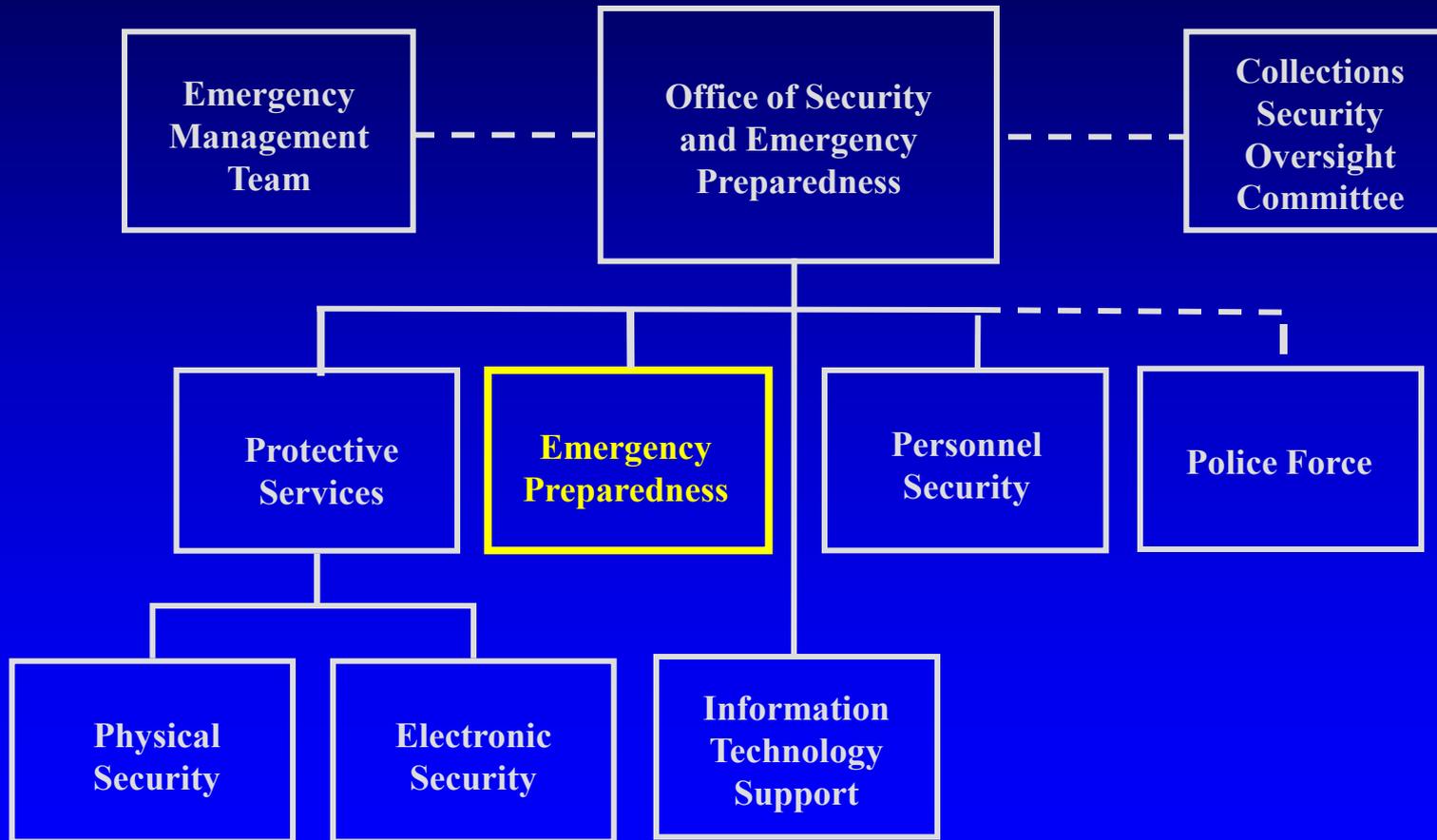
Medical Emergency  
Coordinator



**William Gaddy**

Emergency Preparedness  
Specialist

# Office of Security and Emergency Preparedness

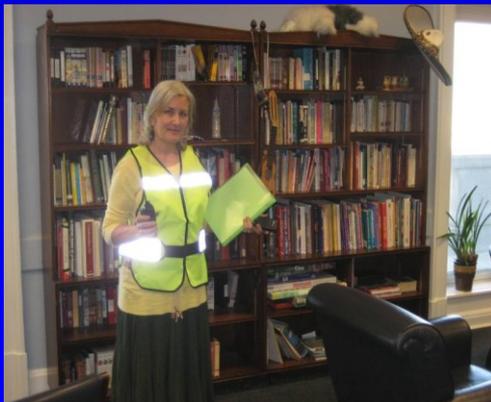


# Facilities Overwatch

Emergency Preparedness integrated at all eight Library facilities

---

- Madison Building
  - Jefferson Building
  - Adams Building
  - Landover Annex
  - NLS for the BPH - Taylor St
  - Packard Campus - Culpeper
  - Child Development Center
  - Collections Warehouse - Meade
- 



← House Page School

Child Development Center →

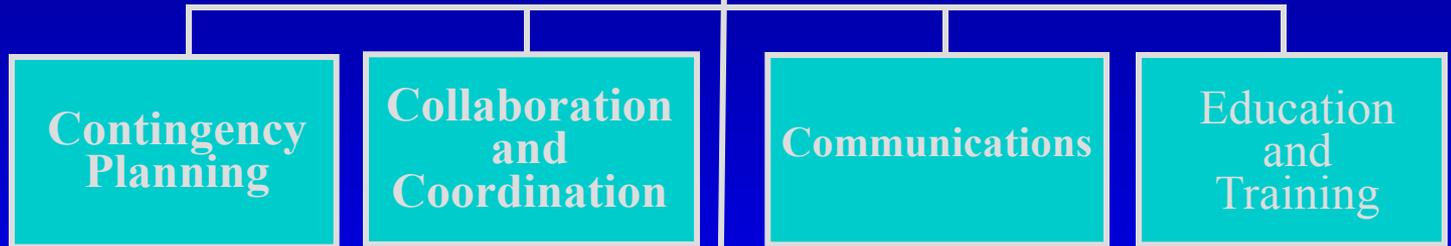


# Emergency Preparedness Framework

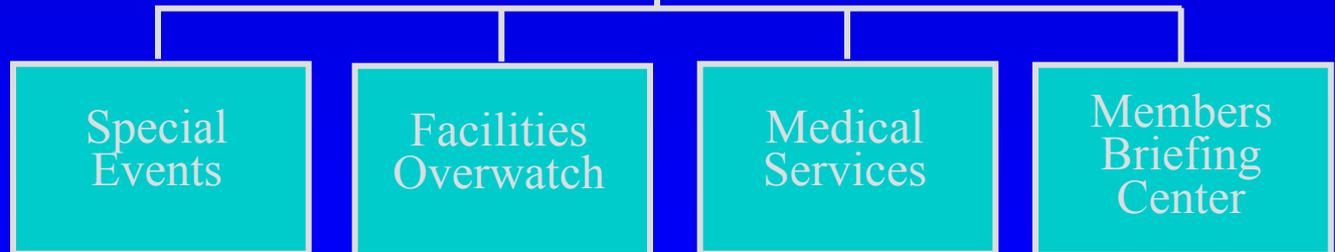
## Core Missions:



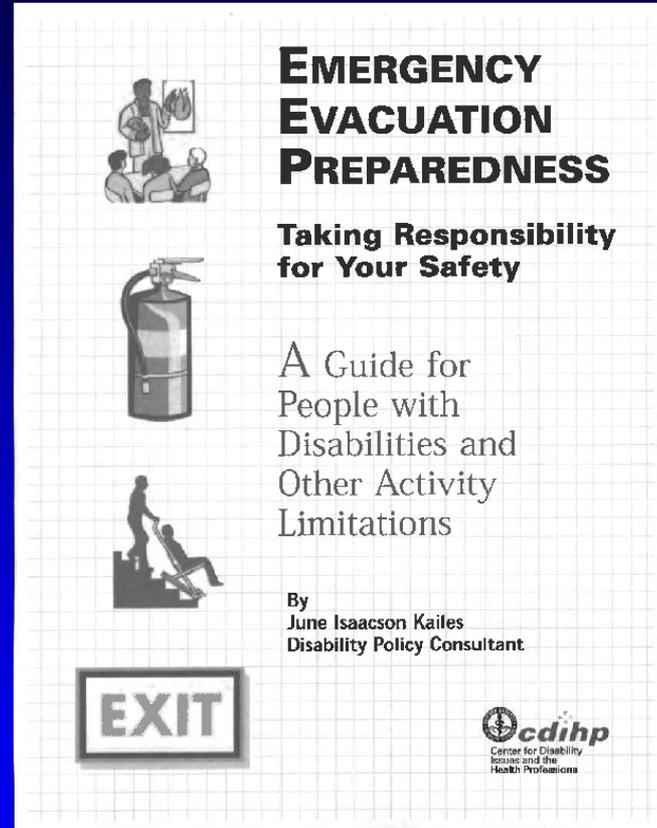
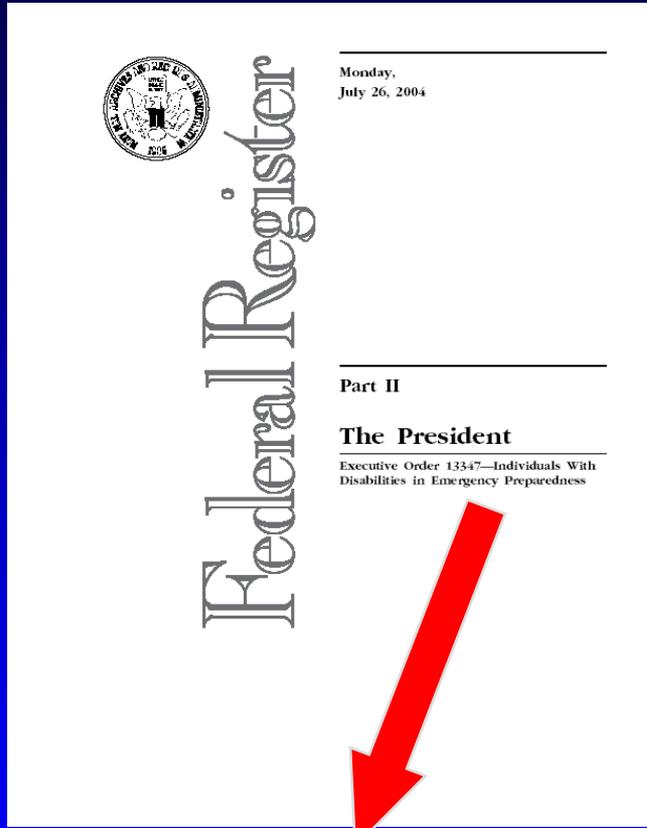
## Core Functions:



## Support Functions:



# Laws, Regulations, Executive Orders, Guidelines for Assisted Evacuations



**The President**  
**Executive Order 13347 – Individuals With Disabilities in Emergency Preparedness**

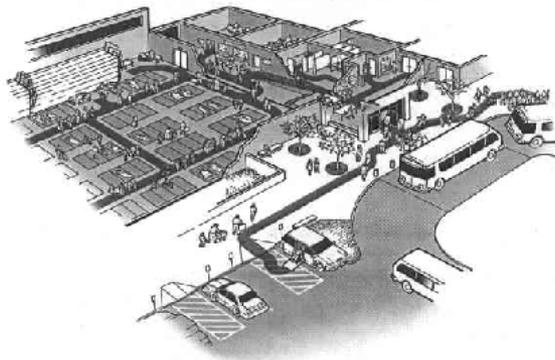
# Laws, Regulations, Orders, Guidelines for Assisted Evacuations



## Americans with Disabilities Act

### An ADA Guide for Local Governments

#### Making Community Emergency Preparedness and Response Programs Accessible to People with Disabilities



[Emergency Preparedness Guide -- HTML](#)

[Emergency Preparedness Guide -- PDF](#) (print version, 3.5mb)

[Emergency Preparedness Guide -- PDF](#) (screen version, 1.5mb)

[ADA Homepage](#)

## Fact Sheet on Obtaining and Using Employee Medical Information as Part of Emergency Evacuation Procedures

### Introduction

In light of recent events, many employers are developing or re-evaluating emergency procedures to ensure the safe evacuation of all employees. A comprehensive emergency evacuation plan should provide for prompt and effective assistance to individuals whose medical conditions may necessitate it. Many employers have asked how the Americans with Disabilities Act (ADA) and the Rehabilitation Act affect their ability to achieve this goal.<sup>(1)</sup> Specifically, employers have asked whether they may request information to help identify individuals who might need assistance because of a medical condition and whether they can share this information with others in the workplace. As the following questions and answers demonstrate, federal disability discrimination laws do not prevent employers from obtaining and appropriately using information necessary for a comprehensive emergency evacuation plan.<sup>(2)</sup>

#### 1. May an employer ask employees whether they will require assistance in the event of an evacuation because of a disability or medical condition?

Yes. Some employees may need assistance because of medical conditions that are not visually apparent. Others may have obvious disabilities or medical conditions but may not need assistance. Employers, therefore, are allowed to ask employees to self-identify if they will require assistance because of a disability or medical condition.

#### 2. How may an employer identify individuals who may require assistance?

There are three ways that an employer may obtain information:

- o After making a job offer, but before employment begins, an employer may ask all individuals whether they will need assistance during an emergency.
- o An employer also may periodically survey all of its current employees to determine whether they will require assistance in an emergency, as long as the employer makes it clear that self-identification is voluntary and explains the purpose for requesting the information.
- o Finally, whether an employer periodically surveys all employees or not, it may ask employees with known disabilities if they will require assistance in the event of an emergency. An employer should not assume, however, that everyone with an obvious disability will need assistance during an evacuation. For example, many individuals who are blind may prefer to walk down stairs unassisted. People with disabilities are generally in the best position to assess their particular needs.

An employer should inform all individuals who are asked about their need for emergency assistance that the information they provide will be kept confidential and shared only with those who have responsibilities under the emergency evacuation plan. (See Question 4 below.)

#### 3. May an employer specifically ask what type of assistance will be needed?

# Four Categories of Disabilities

- **Hidden**
- **Obvious**
- **Temporary**
- **Emergent**

# Disability Duration

- **Lifelong**
- **Early-onset**
- **Progressive**
- **Recent**

# Disabilities and Evacuation

- **Mobility** - limitations that interfere with walking stairs as in joint pain; mobility device used: wheelchair, canes, crutches, walkers
- **Exertion** - reduced stamina, fatigue or tires easily due to a variety of temporary or permanent conditions
- **Respiratory** - inability to breathe triggered by stress, exertion, or exposure; cardiac conditions, asthma, emphysema or reaction to dust, smoke etc.
- **Cognitive** - confusion when dealing with unfamiliar and unusual activity as in loss of sense of direction; emergency directions maybe too complex

# Disabilities and Evacuation

- **Emotional** - inability to function triggered by stress, exertion, or disturbing circumstances; anxiety attacks, panic disorders
- **Low Vision** - unable to see visual cues for mobility and egress; low vision, loss of glasses, limited sense of direction
- **Blind** - unable to see visual cues for mobility and egress; loss of independent mobility, separation from personal assistant or service animal
- **Hard of Hearing** - inability to hear alerts notifications or emergency instructions; alternatives to spoken instructions; loss of sense of direction if emergency lighting fails

# Disabilities and Evacuation

- Emergent disabilities - accidents and injuries, sprains, broken bones; loss of assistive technology
- Medical - problems of medical nature as in diabetes, epilepsy, hemophilia, hypertension, kidney dysfunction, or pregnancy; recent surgery, accidents, or injuries (sprains, broken bones)

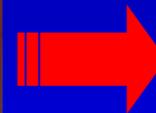
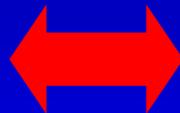
# General Etiquette

- Speak directly to the person
- Maintain focus on the person, not the disability
- Approach individual without stereotypes
- Don't assume; ask what their needs are
- Defer to individual's description of their needs
- Be willing to listen and implement suggestions

# Guide Dog Etiquette

- Don't touch, talk, feed or otherwise distract the dog while he is wearing his harness.
- Don't treat the dog as a pet. It is a working dog.
- Don't give the dog commands. Only the master should do so.
- Don't take control in situations unfamiliar to the dog or master.
- Don't walk on the dog's left, as this may distract or confuse.
- Don't attempt to grab or steer the person while the dog is guiding or attempt to hold the dog's harness.
- Don't allow children to tease or abuse the dog.
- Don't allow your pets to challenge or intimidate a guide dog.
- Don't attempt to discipline the dog, leave that to his master.
- Don't pat the dog on the head, rather on its shoulder with his master's approval.

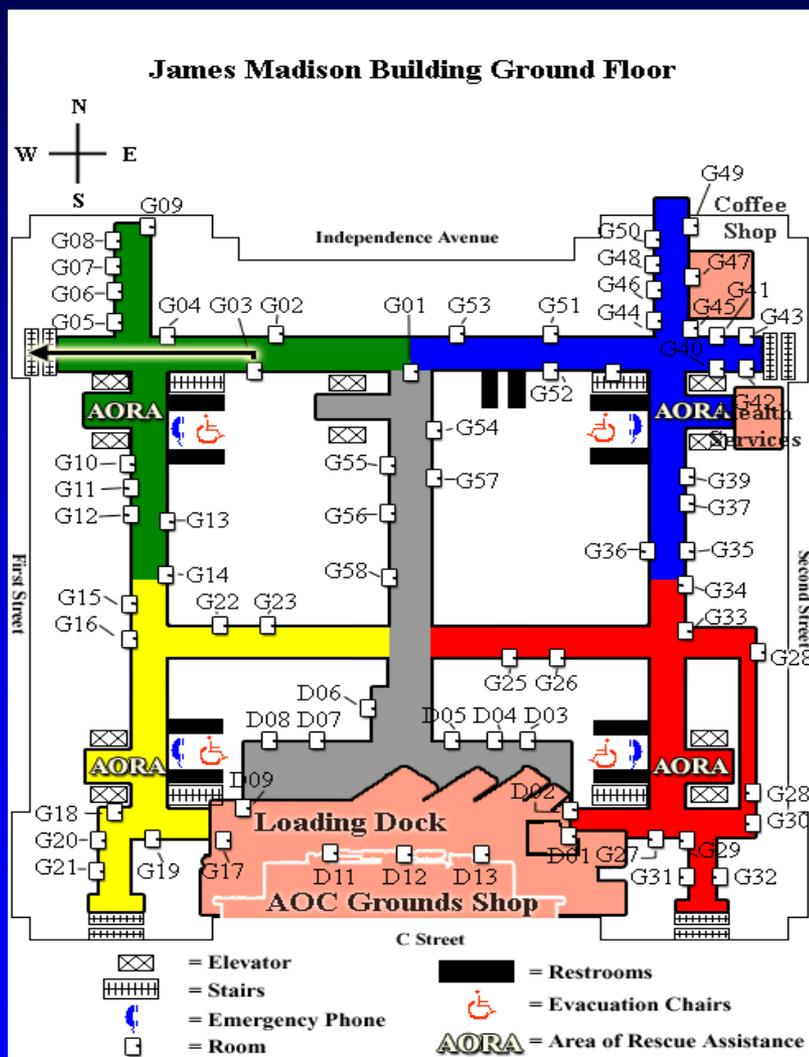
# Emergency Personnel Collaboration



- LOC Police, Capitol Police, OSEP, HSO, and AOC staff the ICP
- ICP maintains radio communication with OSEP, Police, FWs and LC medical personnel to maintain control of assisted evacuations

# Evacuation Diagram and Narrative Plan

-posted on all office doors-



## Emergency Evacuation Plan Office of Security and Emergency Preparedness Protective Services

The OFFICE OF SECURITY AND EMERGENCY PREPAREDNESS has developed this Emergency Evacuation Plan (EEP) for employees and contractors to follow during a general building evacuation.

### Procedures

When the building alarms are activated, or when instructed to evacuate the building by a member of the Library Police, Capitol Police, Fire Department, or the Library's Evacuation Team, employees are to exit the building in a calm and orderly manner.

Employees in the OFFICE OF SECURITY AND EMERGENCY PREPAREDNESS, should leave the office through LM-G03 OR LM-G10 and should proceed to the GREEN QUADRANT 1<sup>ST</sup> ST. EXIT.

Upon exiting the building, employees should assemble at the S.W. CORNER OF 1<sup>ST</sup> ST. AND INDEPENDENCE AVE. S.E. If this area is inaccessible due to other conditions, employees should assemble at the alternate assembly area at the CORNER OF 2<sup>ND</sup> AND D STREETS S.E. ON THE N.W. CORNER OF FOLGER PARK.

When evacuating the office, if the GREEN QUADRANT EXIT is blocked or inaccessible, or if instructed by a member of the Library Police, Capitol Police, Fire Department, or the Library's Evacuation Team, proceed calmly to the next available stairwell or exit. Regardless of which exit is used to evacuate the building, employees should report to their primary assembly location and report in.

Employees who are unable exit without assistance should assemble in the area of rescue assistance located in the GREEN QUADRANT ELEVATOR LOBBY and check-in with the Disability Monitor or another member of the Evacuation Team. The Evacuation Team member will advise the Library Police of the numbers and locations of persons who are unable to leave the building without assistance and this information will be provided to the D.C. Metropolitan Fire Department when they arrive on scene. If the D.C. Fire Department determines that persons in the area of refuge are at any risk, they will initiate the immediate relocation or evacuation of those persons.

Persons who assemble in the areas of rescue assistance should be advised that they may be asked by members of the Library Police, Capitol Police, Fire Department, or the Library's Evacuation Team, to relocate to another area of rescue assistance on the same floor. Under certain conditions, instructions may also be given for employees assembled in the areas of refuge to enter the stairwells and wait for further instructions. Employees are instructed to follow the instructions given by the Library Police, Capitol Police, Fire Department, and/or the Library's Evacuation Team. If additional assistance is required, the Library Police can be contacted with the hall telephone.

Any questions regarding these evacuation procedures should be addressed to the Office Emergency Coordinator. The OFFICE OF SECURITY AND EMERGENCY PREPAREDNESS, PROTECTIVE SERVICES Office Emergency Coordinator is:

Kevin Air  
7-2880  
kair@loc.gov

Daisy Sowls (Alt.)  
7-5142  
dsow@loc.gov

Cindy Wilkins (Alt.)  
7-5618  
cawi@loc.gov

MADISON

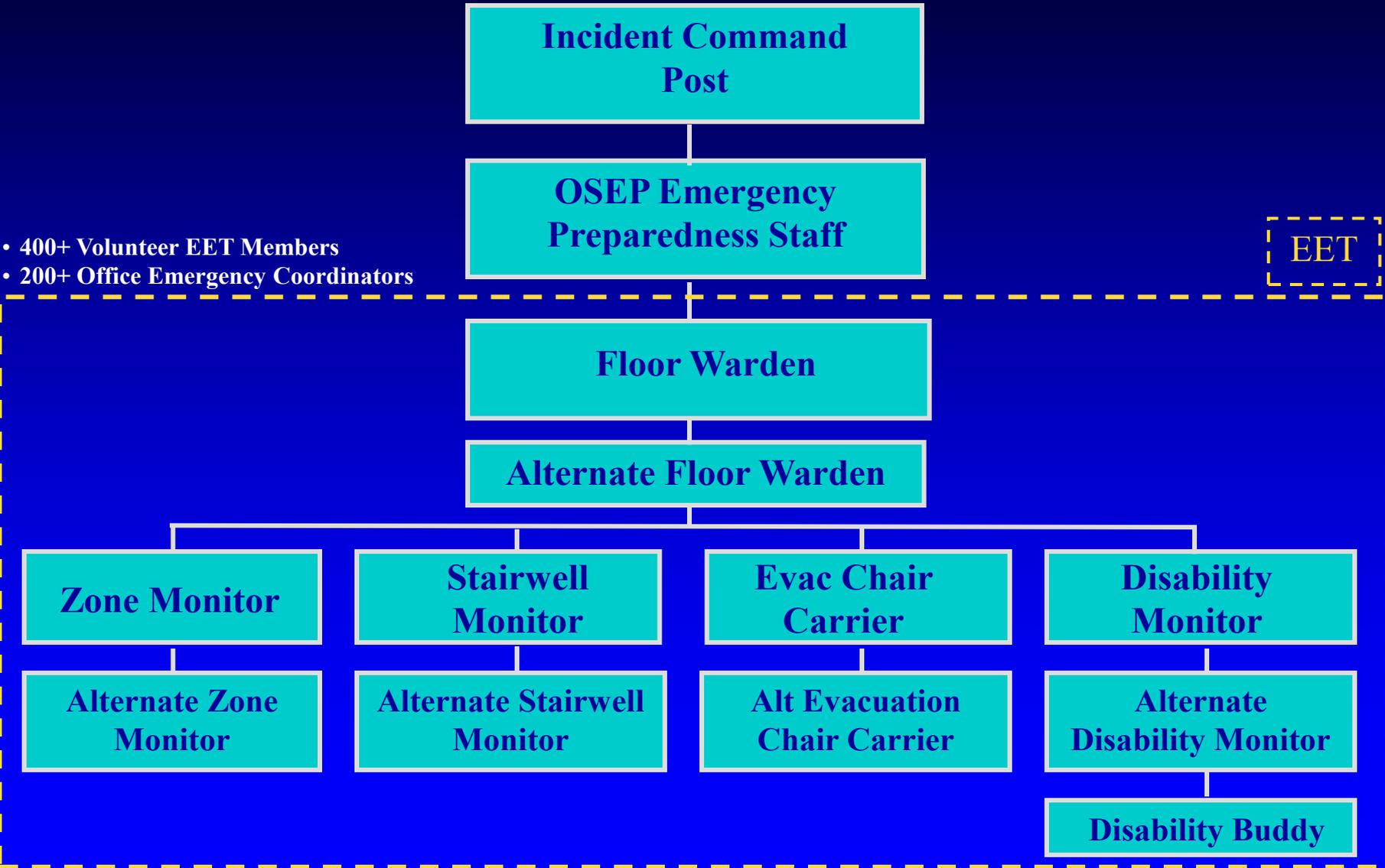
IEAP-013A

17 MARCH 2005

# Emergency Evacuation Team (EET) Organizational Chart

- 400+ Volunteer EET Members
- 200+ Office Emergency Coordinators

EET



# Emergency Evacuation Team (EET)

The Emergency Evacuation Teams consist of:

- Floor Wardens
- Zone Monitors
- Stairwell Monitors
- Disability Monitors and Disability Buddies
- Stairchair Carriers

EETs are based on geography, not organization

- One Floor Warden with alternates per floor
- Numerous OECs on each floor for individual units

# Floor Warden Equipment

## Radio, Vest, Badges, Mini Strobe



**Strobes play a crucial role in smoke filled rooms during rescues**

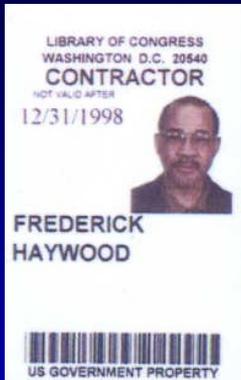
# Disability Monitors

- Report to Areas of Rescue Assistance/Staging Areas and remain there until relieved by a Zone Monitor or Floor Warden
- If necessary, move persons with disabilities to another area of the floor, or into a stairwell when cleared
- Provide Library Police (7-1000) with the number of individuals and their location
- Once outside the building, remain prepared to assist persons with re-entry if a “buddy” is not available

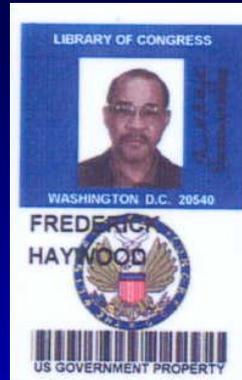
# Disability Buddies

- Assigned to assist self-identified persons with disabilities
- Communicate nature of emergency to the disabled
- Assist persons with disabilities reach an Area of Rescue Assistance or Staging Area or escort them outside
- Remain with persons with disabilities until relieved
- May be asked to assist during re-entry

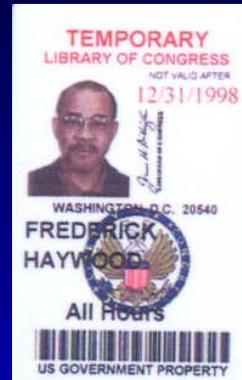
# LC Population Identification Badges



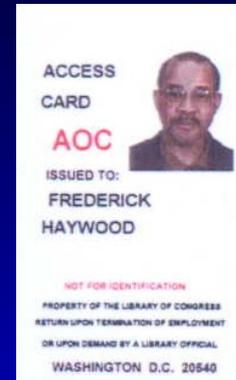
LC Contractor



LC Police



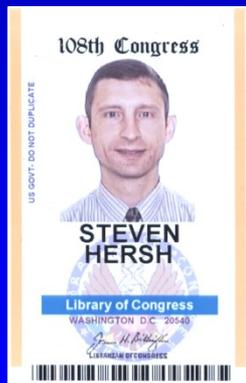
LC Temp.



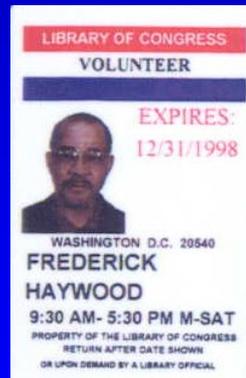
AOC Access Card



LC FTE



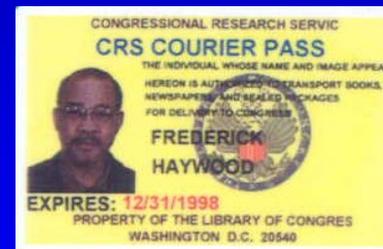
Congressional



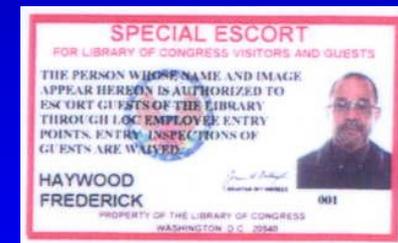
Volunteer



LC Contract Guard



LC/CRS Courier



Escort

# Evacuation Assistance for persons with disabilities

## Madison Areas of Rescue Assistance

Primary: Yellow Quadrant Elevators

Alternate: Blue Quadrant Elevators

## Adams Staging Areas

Primary: West Side 2<sup>nd</sup> St. Elevators

Alternate: East Side 3<sup>rd</sup> St. Elevators

## Jefferson Staging Areas

Primary 1: East Side 2<sup>nd</sup> St. Elevators

Primary 2: West Side 1<sup>st</sup> St. Ctr Elevators

Alternate 3: Stacks Elevator



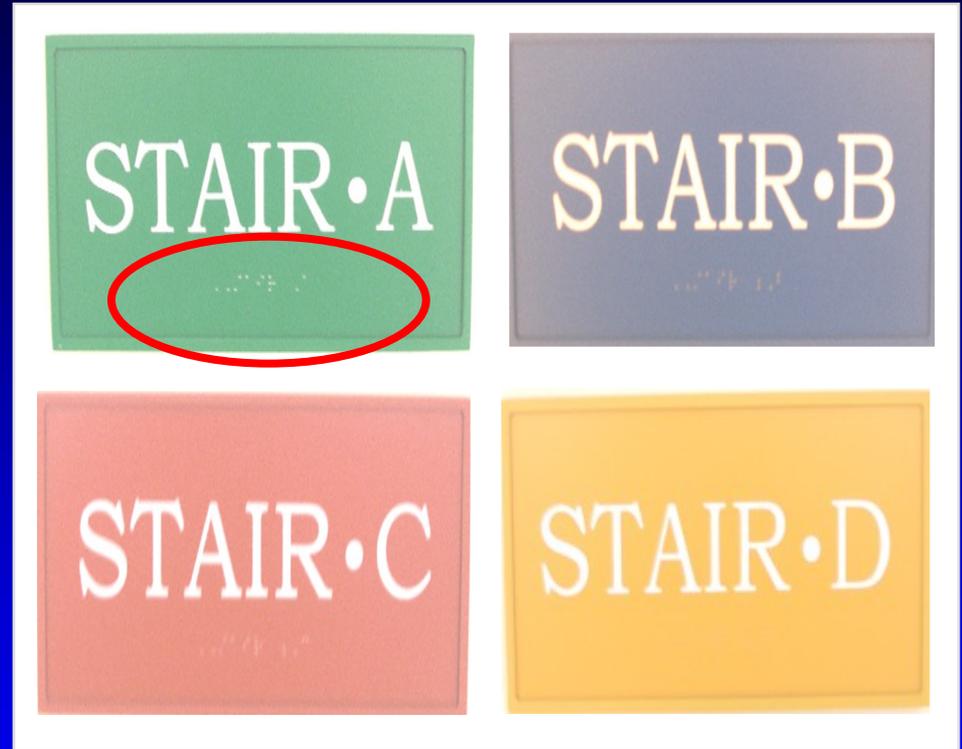
# Areas of Rescue Assistance/ Staging Areas



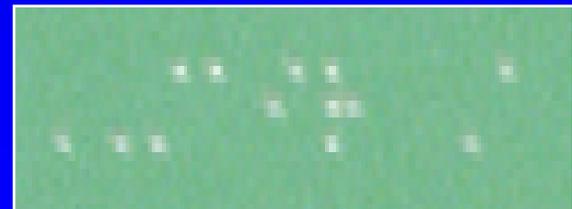
# Areas of Rescue Assistance



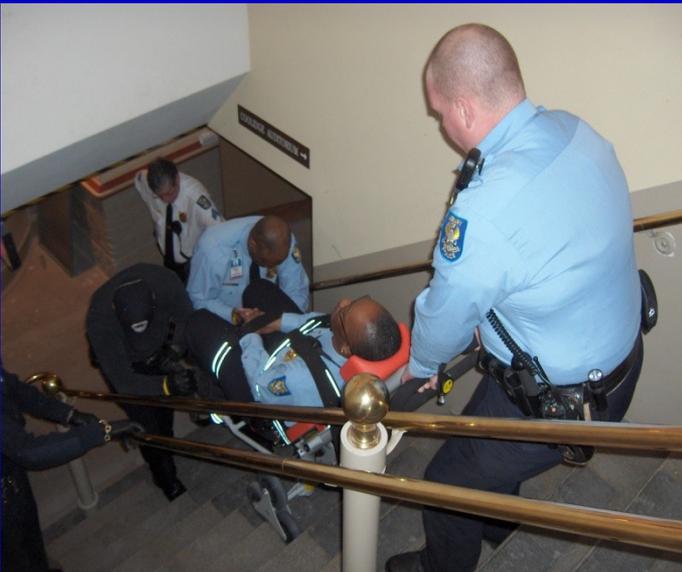
# Stair Signage



Braille on all stairwell signs



# Evacuation Chair Training



# Ferno Model 42 Evacuation Chair



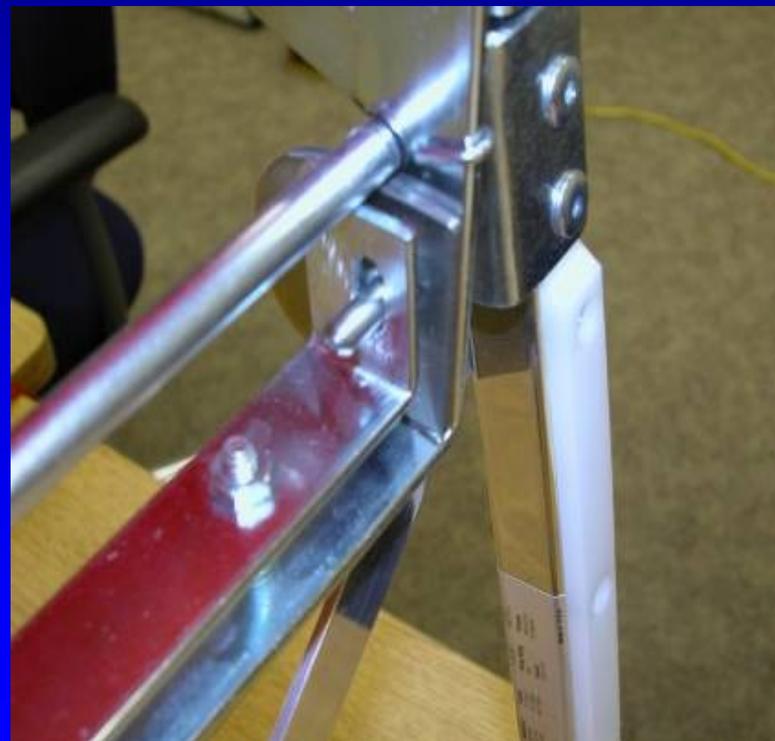
Specially designed for confined areas such as narrow hallways or multiple-landing stairways; anywhere access is severely limited.

# Model 42 Features

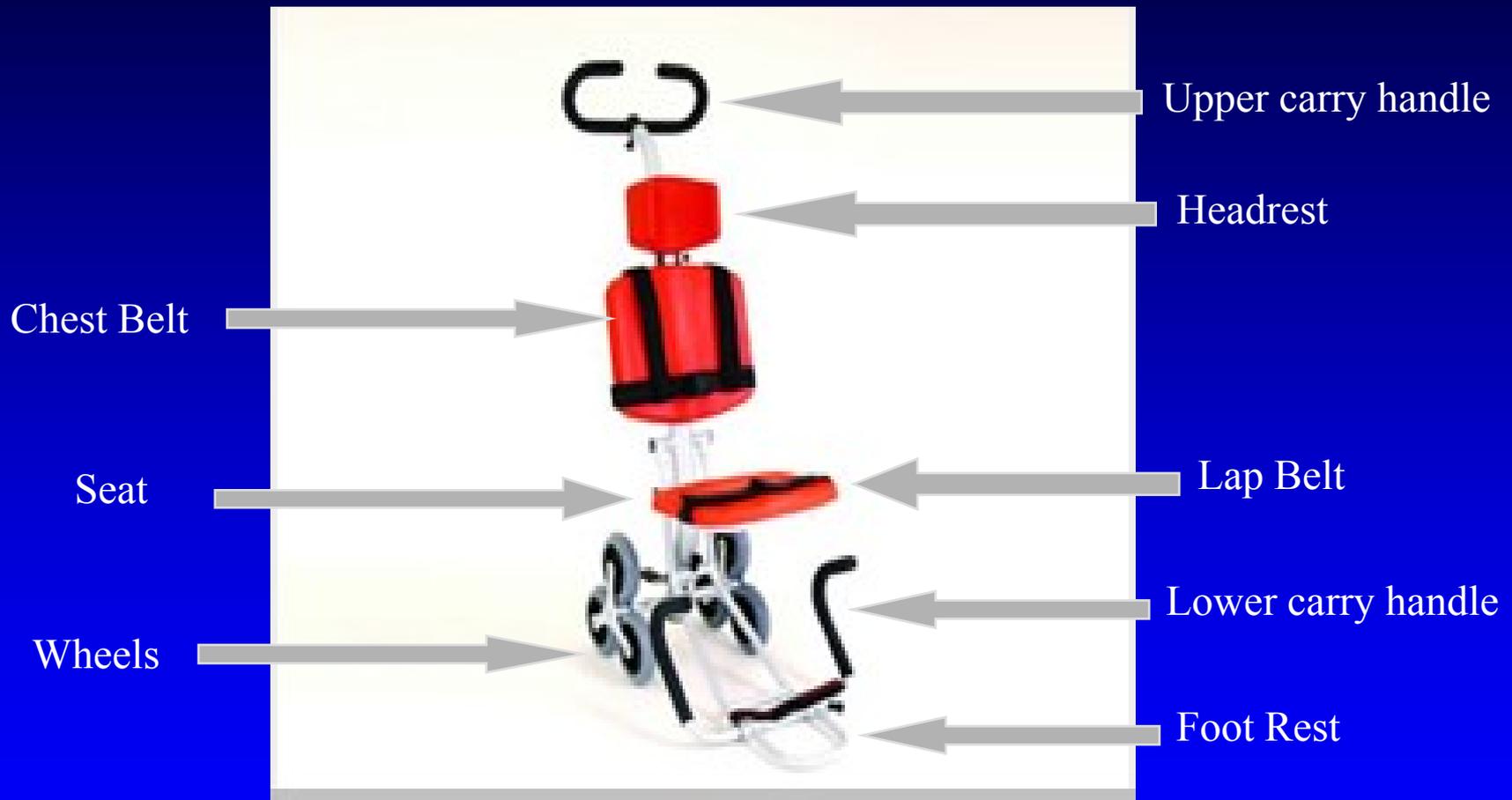
Two 4" rear wheels & two 2" low-profile front guide wheels facilitate transport on most floor types.



Locking safety latch prevents the chair from unexpected closing during use.



# Ferno Model 49 Sirocco Evacuation Chair



Designed to provide evacuee transfer in a seated position in any situation, i.e. up and down stairs, over uneven surfaces and curbs.

# Sirocco Features

- Tri-wheel assembly reduces operator strain and passenger anxiety
- Can be used to ascend and descend stairs



# Horizontal Egress



# Four-Person Carry



# Three-Person Carry



# Two-Person Carry



# Two-Person Descent



# One-Person Descent



# Appropriate Footwear



# Model 42 Chair Locations

- There are approximately 50 Model 42 evacuation chairs in the Areas of Rescue Assistance (AORAs), Staging Areas, and stairwells throughout the Madison, Adams, and Jefferson Buildings.
- The evacuation chairs are wall-mounted; to remove, chair is pulled up and out to break the retaining band

# Model 49 Chair Locations

There are 30 Model 49 Sirocco Evacuation Chairs placed throughout LC Buildings:

**Madison** - Blue & Yellow AORAs (LM-B thru LM-6)  
Green AORA (LM-5)  
Red AORA (LM-6)

**Adams** - NE & SE stairwell landing LA-SB thru LA-5  
(except for LA-4)

**Jefferson** - Gallery, 2nd floor Staging Area, SE center stairwell landing, Stacks Deck B outside south stairwell, Great Hall emergency exit



# Who can use evacuation chairs?

- Anyone can use the evacuation chair for **horizontal** egress
- Vertical egress is limited to **trained personnel**
  - Must be able to lift and carry a minimum of **50 pounds**
  - Must **not have a medical condition** that affects the heart, respiratory system, neck, back, knees, or ankles

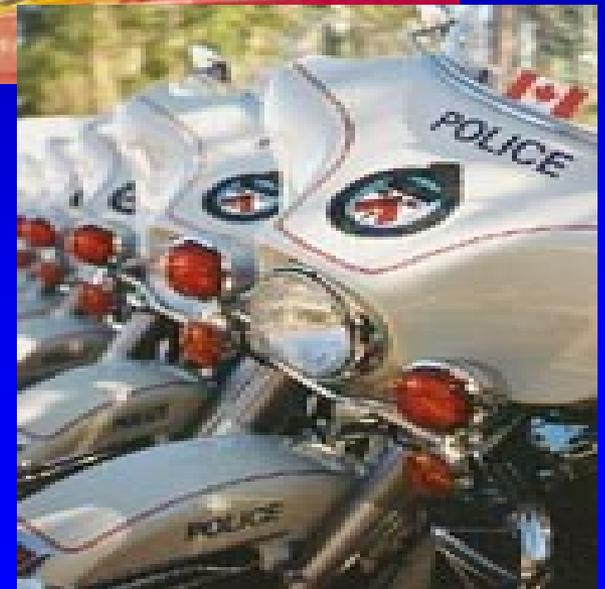
# Evacuation Chairs used when....

... Directed by Police

... Directed by Fire Rescue

... Directed by Floor Wardens

... Directed by Library EP Staff



# Liability

According to the Office of the General Counsel.....

- If a operator is injured while PROPERLY using the evacuation chair, they will be covered under worker's compensation
- If the rescuers drop a person while using the evacuation chair, the rescuers are protected against civil liability

# Things to Remember

- Always lift with your legs (Model 42)
- Advise evacuee to keep hands on their lap and not to grab onto anything
- Make sure straps are snug
- When possible, use 3 or 4 person carry (Model 42)
- Verbalize lift on the count of 3 (Model 42)
- When using evacuation chair for horizontal movement, pull chair, DO NOT PUSH (Model 42)

# Dialogic Pagers for Deaf Staff

- PCC issues an evacuation message to all deaf pagers when a building evacuation is called, and an all clear message when safe to return.
- Pagers are tested daily to ensure proper functioning.
- PCC has pager to confirm page was received.



# Police Communications Center



Pager Alerts, Computer Emergency Notification System Alerts, Public Address Announcements, and Fire Alarms activated by Library of Congress and USCP Police here.

# Strobe Lights for Deaf Persons



06/30/2006 10:05 am

# Stair Interrupters



# Library of Congress Community Emergency Response Team (CERT)

- **Employee volunteers, drawn from all Service Units, who receive specialized medical training; modeled after FEMA CERT**
- **Level of commitment similar to the Library's Office Emergency Coordinator and Floor Warden System**



# Mass Casualty Tent and Health Services Canopy



## Health Services Office role in Parks:

- Establish medical treatment operations
- Triage/treat staff with injuries and illnesses
- Establish staging areas for EMS and Fire
- Assist OSEP prepare for further egress



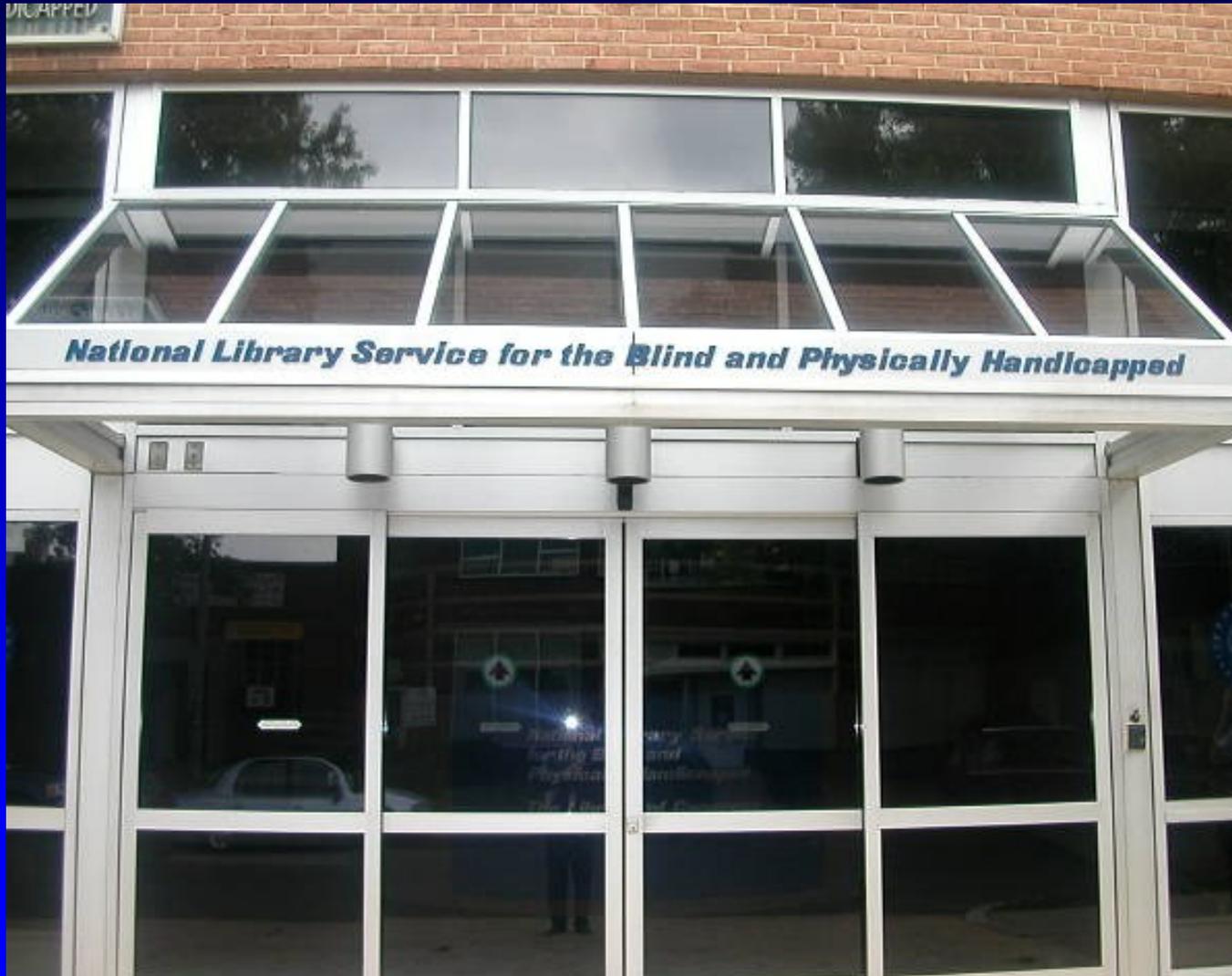
# How does the Library rate?

1. Ensure people with disabilities are an integral part of the planning process
2. Inform the local fire department about any particular issues regarding employees with disabilities
3. Communicate with AOC about the various communication, alarm and sprinkler systems in the building, as well as areas of refuge
4. Do not rely solely on the buddy system

# How does the Library rate?

5. Purchase evacuation chairs, and plan to evacuate any mobility devices that may be required after the evacuation
6. Plan for communications during and after an evacuation
7. Designate an emergency situation room
8. Conduct training and exercises

# Library's NLS for the BPH Washington, DC



# NLS-BPH Assisted Evacuations



# Ramp Egress at NLS-BPH



# Communications with the Hearing Impaired



# Collaboration and Outreach



The Library's Emergency Manager, Michael Salmons, discusses recent participation in emergency planning workshops for persons with disabilities with Eric Eldritch, Office of Workforce Diversity Access Program Manager.

# Classes taught by Library OSEP Staff:

## 1. Basic EET Training

## 2. Evacuation Chair

## 3. Assisted Evacuations



LC Emergency Preparedness Program: Training Schedule

# EP Website

LC Staff Page > [EPP Home](#) > Training

**THREAT ADVISORY**  
**ELEVATED** [Progress Bar]  
Significant Risk of Terrorist Attacks

- [EPP Home](#)
- [News](#)
- [Training](#)
- [Emergency Resources](#)
- [EPP Team](#)

## 2008 Emergency Preparedness Training Schedule

The following Emergency Preparedness training courses are planned for 2007. Obtain your Supervisor's approval and register to attend any of these courses from the [Online Learning Center](#).

### Emergency Preparedness Courses

- [Basic Emergency Evacuation Team Training](#)
- [Evacuation Chair](#)
- [Assisted Evacuation](#)
- [Website Training](#)

SCapehood CBRN 30 training

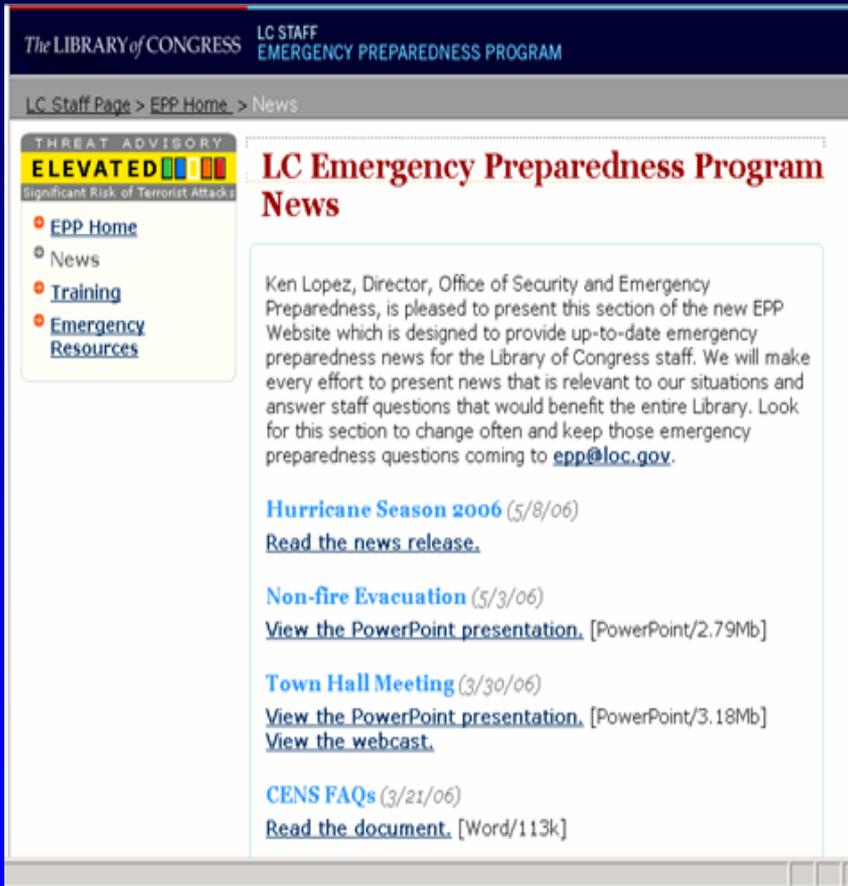
- [Video training](#) [WMV/1.96Mb]
- [Donning Instructions](#) [PPS/1.05Mb]
- [FAQ](#)

### Health Services - HSO classes

- [Basic Emergency Care \(LCHEAL200\)](#)
- [HeartSaver AED / CPR Training \(LCHEAL100\)](#)

<http://www.loc.gov/staff/epp/training.php> (1 of 4)3/4/2008 4:57:56 PM

# EP Website (508 Compliant)



- Employee Emergency Action Guide (EEAG)
- Emergency Evacuation Plans (EEPs)
- Office Emergency Coordinator (OEC) and Floor Wardens are responsible for data
- Training calendar and descriptions
- Evacuation maps
- Assembly Areas and Shelter-in-Place Info
- Current Terrorist Threat level
- Emergency Preparedness (EP) calendar of events and updates
- E-mail link for EP questions ([epp@loc.gov](mailto:epp@loc.gov))
- Frequently Asked Questions (FAQs)
- Links to external emergency information updated bi-weekly

[www.loc.gov/staff/epp](http://www.loc.gov/staff/epp)

# Additional Information

**National Organization on Disability**

[www.nod.org/emergency](http://www.nod.org/emergency)

**Office of Disability Employment Policy**

[www.dol.gov/odep](http://www.dol.gov/odep)

**Department of Homeland Security**

[www.ready.gov](http://www.ready.gov)

**S.A.F.E.T.Y. First Evacuation Program**

[www.easter-seals.org](http://www.easter-seals.org)

**Employer's Guide to Including People with Disabilities in Emergency Evacuation Plans**

[www.jan.wvu.edu/media/emergency.html](http://www.jan.wvu.edu/media/emergency.html)

**Persons with Disabilities Evacuation Checklist**

[www.nbdc.com](http://www.nbdc.com)

**Emergency Evac. Preparedness: Taking Responsibility for Your Safety**

[www.cdihp.org/evacuationpdf.htm](http://www.cdihp.org/evacuationpdf.htm)

**Information regarding the senior population**

[www.aoa.dhhs.gov](http://www.aoa.dhhs.gov)

**Encountering and Assisting Blind and Visually Impaired Persons**

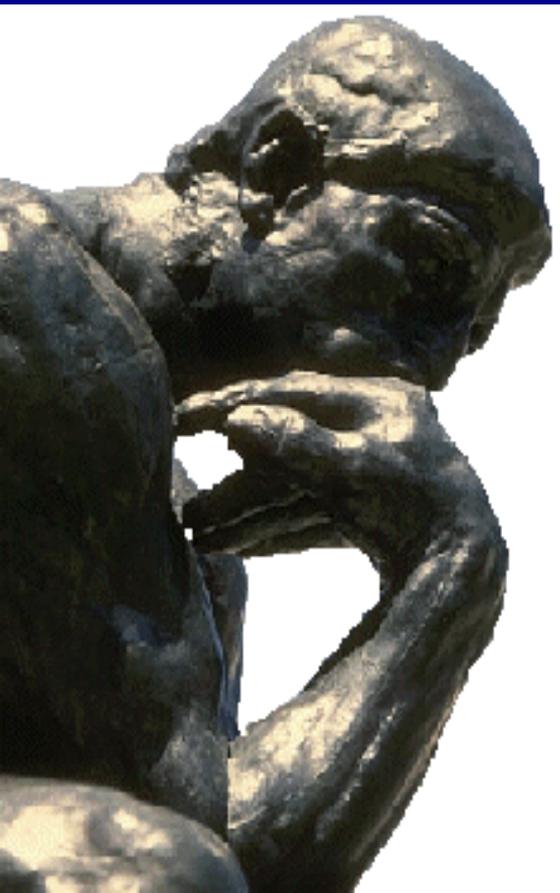
[www.guidedogsofamerica.org/etiquette.html](http://www.guidedogsofamerica.org/etiquette.html)

# Questions and Discussion

---

For more information, contact:

**[epp@loc.gov](mailto:epp@loc.gov)**



**Michael Salmons**      707-2850    [misa@loc.gov](mailto:misa@loc.gov)

**Jared Zingman**      707-2798    [jzin@loc.gov](mailto:jzin@loc.gov)

**Darleene Sewell-Jones**    707-5437    [dajo@loc.gov](mailto:dajo@loc.gov)

**William Gaddy**      707-5586    [wgad@loc.gov](mailto:wgad@loc.gov)

# OSH/ADA Working Group Meeting

Thank you for your participation.  
Have a great day.