



The step-by-step solution

Operating and
Information
Manual.



Evacusafe™

innovation | manufacturing | training

Thank you for purchasing your Evacuation Equipment. Please take time to read the contents of this booklet before operating your equipment.

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- General Information
- Guarantee and Warranty Information
- Visual Inspection Checklist
- Feature Comparison Chart
- Chair Specification
- Wall Mounting Dimensions
- Equipment Operating Instructions

GENERAL INFORMATION

If you have not opted for the certified training, then here are some additional points to consider in conjunction with your current emergency plans.

WHO IS GOING TO USE THE EQUIPMENT?

WHERE THE EQUIPMENT IS GOING TO BE LOCATED?

WHERE IS THE NEAREST SUITABLE EMERGENCY FIRE EXIT?

HAVE WE GOT ENOUGH EQUIPMENT TO COVER ALL SITUATIONS?

If you have future requirements for training then please visit: **www.evacusafe.net**
or **call 01256 332723**

GUARANTEE & WARRANTY

Evacusafe UK Limited provides the following guarantees against faulty workmanship or materials:

Tracked Evacuation Chairs – 1 year on all working parts; 5 years for tracks and chair frame;

Transit Chairs - 1 year all parts;

Evacuslider Mattresses – 1 year all parts;

Parts that are subject to general wear and tear will be covered, any damage caused by vandalism, misuse or non-observance of the instructions set out in this manual will not be covered by the guarantee.

The warranty does not extend to the consequential costs resulting from fault clearance, in particular freight and travel costs, loss of earnings, expenses, etc.

VISUAL INSPECTION

Evacusafe equipment is designed to be low maintenance, however it should be checked and used on a regular basis to prolong its life.

Visual checks that should be carried out include:

- All nuts and bolts are secure
- Seat belts/support harness operate correctly
- Locking mechanisms easily open, close and engage
- Track mechanisms open smoothly
- Rubber tracks rotate freely around the guides

IF ANY MAJOR FAULTS ARE FOUND THEN THE EQUIPMENT SHOULD BE TAKEN OUT OF SERVICE AND EVACUSAFE CONTACTED ON **01256 332723**

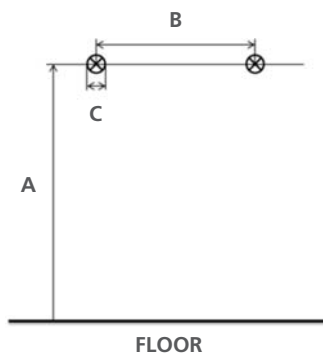
Feature Comparison Chart

	Excel Chair	Standard Chair	4 Wheeled Transit Chair	2 Wheeled Transit Chair
Single Operator	✓	✓		
Safety Brakes	✓	✓		
Lightweight	✓	✓	✓	✓
Comfortable Seating	✓	✓	✓	✓
Minimal Manual Handling	✓	✓		
4 Wheel Use on Ground Level	✓	✓	✓	
Simple Set-up and Use	✓	✓	✓	✓
Arm Supports	✓	✓		
Changeable Seat & Head Support	✓	✓		
Full Chest Support Harness	✓			
Tracked	✓	✓		
Leg Support Strap	✓			
Red Coded Locking Mechanisms	✓			
Lap Safety Belt		✓	✓	✓
Lifting Handles	✓		✓	✓
Dust Cover	✓	✓	✓	✓
Hooks and Signage	✓	✓	✓	✓
Training Packages Available	✓	✓	✓	✓
	Premium Adjustable Evacuslider		Standard Evacuslider	
Head & Neck Support	Adjustable			
Safety Support Belts	Adjustable		✓	
Foot Pocket	Adjustable		✓	
Secondary Carry Handles	✓			
Cushioned Support Mattress	✓		✓	
Heavy Duty Base	✓		✓	
Storage Bag	✓		✓	
Hooks & Signage	✓		✓	
Training Packages Available	✓		✓	

Specifications - Evacuation Chairs

	Excel Chair	Standard Chair	4 Wheeled Transit Chair	2 Wheeled Transit Chair
Folded in cm				
Height	113	112	83	120
Depth	29	15	26	29
Width	65	54	52	48
Unfolded in cm				
Height	143	146	93	92
Depth	99	70	92	99
Width	65	54	52	48
Chair Weight KG				
Chair Weight KG	13.8	12.5	9.6	9
Maximum Working Load KG				
Maximum Working Load KG	182	150	110	100

WALL MOUNTED INSTRUCTIONS.



	Excel Chair	Std Chair	4 Wheel Transit	2 Wheel Transit
A – Height from floor (mm)	700	800	800	1350
B – Distance between holes (mm)	265	260	250	200
C – Hole dimension (mm)	7	7	7	7
Suggested hole depth (mm)	55	55	55	55

NB: Wall plugs supplied are for solid walls only. Please ensure you have the correct fixings if mounting on a hollow wall.

Standard and Excel Chairs should be hung on the crossbar of the track NOT the handle. This will ensure the protective cover fits correctly.

Excel Evacuation Chair

OPERATING INSTRUCTIONS: To open the chair for use:



1. The chair should be sited near to the exit it serves. It should be hung on the hooks provided or can be leant against a wall.



2. Remove the protective cover and place the chair on the ground in a suitable position.



3. Engage the brake mechanism by pressing down on the red footpad shown in the picture.



4. Release the support strap, open the chair from the side to a seating position, using the black handle and then ensure that it is locked into place, by pushing down on the bar with the two red locks.



5. Open out the foot rest.



6. Transfer the client into the chair, as per the personal emergency evacuation plan (peep), fasten the support harness and bring over the arms.



TO OPERATE THE CHAIR

7. Once the client is in the chair release the brake mechanism by placing your foot on top of the red footpad and push down.



8. Make your way to the emergency exit with your hands in the pushing position on the handle.



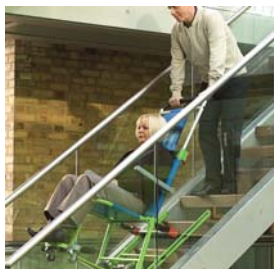
9. When in position, open the two red spring clips. This will allow the handle to be raised. Once raised, close the two red spring clips and ensure they have re-engaged, this will lock the handle in place.



10. Transfer hands from pushing position on the sides, to the top of the handle. Place your foot on the green track assembly bar and lever the chair back.



11. Manoeuvre the chair forward onto the top two steps, make sure the tracks stay in full contact with the stairs.



12. To make the chair descend, push the handle down towards your feet, this will ensure a smooth controlled descent.

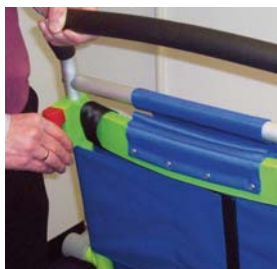


13. Once you reach a landing, return the chair to four wheels and manoeuvre to the next flight of stairs. When you get to the ground floor manoeuvre to final exit.

TO RETURN TO THE STORAGE POSITION –



14. Ensure the brake mechanism is locked.



15. Undo the red spring clips on the handle and gently lower, close the red spring clips and lift the handle until it locks into place. Pass support harness through and over the handle.



16. Fold the arms back and close the chair from the side by releasing the red locking mechanism on the track, push forward from the top handle and fold the chair together.



17. Pass the lower part of the support harness through the foot rest and connect to upper harness. Place chair back into storage location and replace protective cover.

Standard Evacuation Chair

OPERATING INSTRUCTIONS: To open the chair for use:



1. The chair should be located near to the exit it serves. It should be hung on the hooks provided or can be leant against a wall.



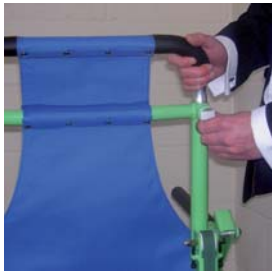
2. Remove the chair from the wall and place on the ground. Engage the footbrakes by pressing down on the foot pedals on BOTH brakes shown in the picture.



3. Press the red button on the seatbelt to release.



4. Holding on to the top of the chair pull down on the seat. Once the chair is open bring over the two arms. **ATTENTION** Please be aware that the arms are NOT WEIGHT BEARING and should be folded back prior to the user/client on exiting the chair.



5. Pull open the two spring clips. This will allow the top handle to be raised.



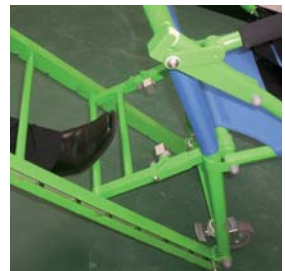
6. Close the spring clips and ensure they have re-engaged, this will lock the handle in place.



7. Pull open the two spring clips located at the back of the chair between the tracks.



8. Pull the track back and pull the crossbar towards/upwards to you and close the spring clips. Ensure they have re-engaged by pushing down on the track unit.



9. Once the chair is at the stairwell, any bumps, strips or stair protectors can be traversed by putting your foot on the bar as shown.



10. Hands are now placed on top of the handle, tilt the chair back and manoeuvre over the edge of the stairs.



11. Keeping the tracks firmly in contact with the stairs, ensure a firm grip, apply downwards pressure on the handle and allow the chair to operate downwards.



12. Once you reach a landing, return the chair to four wheels and manoeuvre to the next flight of stairs.

TO RETURN CHAIR TO STORAGE POSITION –



1. Ensure the footbrake is locked.



2. Undo spring clips on the track, close and lock.



3. Undo the spring clips on the handle, lower, close clips and lift to lock.



4. Fold back the arms. Close chair and fasten the seatbelt.



6. Place chair back in storage area and replace protective cover.

4 Wheel Transit Chair

WARNING – THE CHAIR IS DESIGNED FOR TRANSPORTING PEOPLE, IT MUST NOT BE LEFT UNATTENDED OR IT MAY TIP BACK AND INJURE THE OCCUPANT. IT IS ADVISED THAT ALL USERS OF THE CHAIR HAVE RECEIVED MANUAL HANDLING TRAINING. THE CHAIR REQUIRES A MINIMUM OF TWO PEOPLE TO OPERATE.

OPERATING INSTRUCTIONS



1. Remove chair from storage location and place on the ground in a suitable position.



2. Undo the safety belt.



3. Unfold the handle and insert the safety pins on each side to secure.



4. Hold the handle and locate the seat bar into the bracket on the rear frame.



5. Transfer person onto seat as per the personal emergency evacuation plan (peep), ensuring the chair is supported.



6. Fold out foot rest if required and fasten seat belt.



7. Once at the stairs, 1 person should hold handle at the rear of the chair and 1 or 2 people should hold the lifting handles at the bottom of the chair.



8. 1 person should take command and give instructions to lift. Manoeuvre the chair slowly and confidently down the stairs.



9. Once on the stair landing lower the chair into static position and prepare for the next flight of stairs.



10. When you get to ground floor manoeuvre to final exit.

TO RETURN TO THE STORAGE POSITION –



1. Fold foot rest back to closed position.



2. Hold the handle and remove the seat bar from the bracket on the rear frame.



3. Remove the safety pins on each side of the handle and fold the handle down.



4. Lower down to the ground, into a folded position.



5. Fasten the safety belt around the folded chair.



6. Return to storage position.

THE CHAIR CAN BE OPERATED USING 2, 3 OR 4 PERSONS THAT ARE SITUATED AROUND THE CHAIR.

2 Wheel Transit Chair

WARNING – THE CHAIR IS DESIGNED FOR TRANSPORTING PEOPLE, IT MUST NOT BE LEFT UNATTENDED OR IT MAY TIP BACK AND INJURE THE OCCUPANT. IT IS ADVISED THAT ALL USERS OF THE CHAIR HAVE RECEIVED MANUAL HANDLING TRAINING. THE CHAIR REQUIRES A MINIMUM OF TWO PEOPLE TO OPERATE.

OPERATING INSTRUCTIONS



1. Remove chair from storage location and place on the ground in a suitable position.



2. Unfasten and remove seatbelt.



3. Grip on the back frame and rear of seat frame.



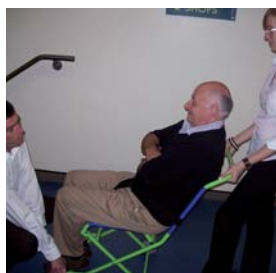
4. Lift the seat frame and locate the seat bar into the bracket on the rear frame.



5. Transfer person onto seat as per the Personal Emergency Evacuation Plan (PEEP) ensuring the chair is supported.



6. Fasten seat belt, transfer to exit route.



7. Once at the stairs, 1 person should hold handle at the rear of the chair and 1 person should hold the lifting handles at the bottom of the chair. The person at the rear of the chair should take command and give instructions to lift simultaneously. Manoeuvre the chair slowly and confidently up/down the stairs.



8. Once on the stair platform lower the chair into static position and prepare for next flight of stairs. Once you are at ground floor level evacuate to final exit.

THE CHAIR CAN BE OPERATED USING 2, 3 OR 4 PERSONS THAT ARE SITUATED AROUND THE CHAIR.

TO RETURN TO THE STORAGE POSITION –

1. Grip on the back frame and rear of seat frame.

2. Release from bracket and lower down to the ground.

3. Fasten seatbelt around chair to secure and return to the storage location.

Evacuation Sliders

WARNING – THE EVACUSLIDER IS DESIGNED FOR MOVING PEOPLE. IT MUST NOT BE LEFT UNATTENDED ONCE IN USE.

IT IS ADVISED THAT ALL USERS OF THE SLIDER HAVE RECEIVED MANUAL HANDLING TRAINING.

THE EVACUSLIDER REQUIRES A MINIMUM OF TWO PEOPLE TO OPERATE.



STANDARD EVACUSLIDER Specifications:

Maximum Working load	120kg
Length (Operating)	190cm
Depth (Operating)	40cm
Width (Operating)	60cm
Evacslider Weight	5kg
Packed Dimensions	65cm x 62cm x 17cm



PREMIUM ADJUSTABLE EVACUSLIDER Specifications:

Maximum Working load	120kg
Length (Operating)	195cm
Depth (Operating)	50cm
Width (Operating)	65cm
Evacslider Weight	5.5kg
Packed Dimensions	75cm x 67cm x 25cm

Evacuslider Operating Guide

1. Remove the Evacuslider from its storage bag.
2. Place on the ground, unroll and unfasten the quick release straps (if using Premium Evacuslider move strap into a suitable position).
3. If using Premium Slider put the head support into place.
4. If using Premium Slider, position foot pocket onto Velcro Strip.
5. Position the client on the Evacuslider.
6. Fasten all quick release straps to ensure the client is secured on the Evacuslider.
7. If using Premium Slider ensure that the casualty's head is secured in correct position.
8. Once at the stairs, 1 person should hold the handle at the rear of the Evacuslider and 1 person should hold the handle at the front of the Evacuslider. The person at the rear of the Evacuslider should take command and give instructions to move simultaneously. Manoeuvre the Evacuslider slowly and confidently down the stairs.
9. Once on the stair landing lower the Evacuslider into the static position and prepare for the next flight of stairs. Once you are at ground level evacuate to final exit.
10. Ensure you are reassuring the client at all times.



UK Office 01256 33 27 23

Fax: 01256 33 28 23
info@evacusafe.net
www.evacusafe.net

Unit 9, Devonshire Business Park
Knights Park Road,
Basingstoke RG21 6XN

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