

Hospital Emergency Evacuation Measures

Date: [Insert Date]

To All Staff,

In light of recent events and in compliance with safety regulations, we would like to remind all personnel of the necessary emergency evacuation procedures to ensure the safety of our patients and staff.

Evacuation Procedures:

1. Remain calm and assist patients as needed.
2. Follow the designated evacuation routes, which are marked clearly throughout the facility.
3. Ensure all emergency exits are accessible and free of obstructions.
4. Utilize the buddy system for assisting patients with mobility challenges.
5. Report to the designated assembly area upon evacuation.

Important Contacts:

If you encounter any issues during evacuation, please contact:

- Emergency Coordinator: [Name] - [Phone Number]
- Security: [Phone Number]

Your safety is our priority. Please review these procedures regularly and participate in scheduled drills.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Hospital Name]