

2019

Evacuation Chair Training

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Lawson, M. D. (2019). Evacuation Chair Training. , (). Retrieved from <https://commons.erau.edu/student-works/85>

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Evacuation Chair Training

Presented by
Embry-Riddle Aeronautical University
University Safety Office

Purpose

- To possess an understanding of how to operate the evacuation chair in the event of an emergency when the elevators become unusable, and a person is unable to use the stairs.
- Emergencies include, fire evacuation and electrical power outages.

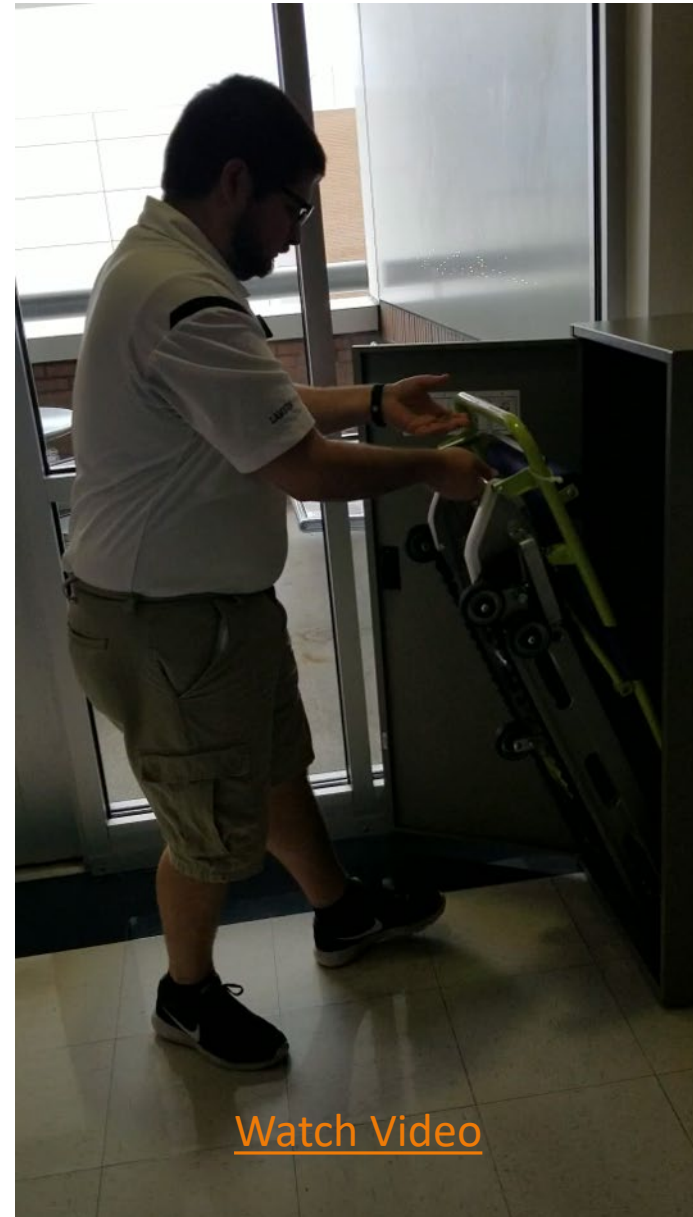
Step 1- Assembly

- Open the cabinet to reveal the chair



Step 1- Assembly

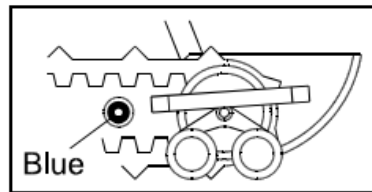
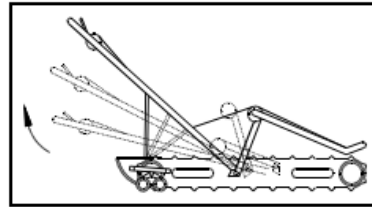
- Lower the chair to the ground



[Watch Video](#)

Step 1- Assembly

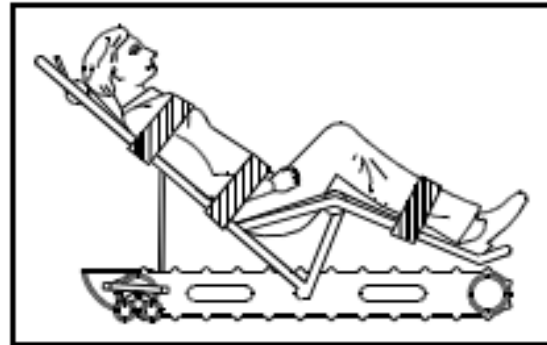
- Place the unit on a flat surface. Grasp the end of the Handle. Pull it out and up in a quick, smooth motion. On completion of this motion the seat will latch into its locked, open position.
- Ensure the chair is properly locked in the open position. Check the Indicator Window on the side of the aluminum track frame. If it is blue the seat is properly locked.



[Watch Video](#)

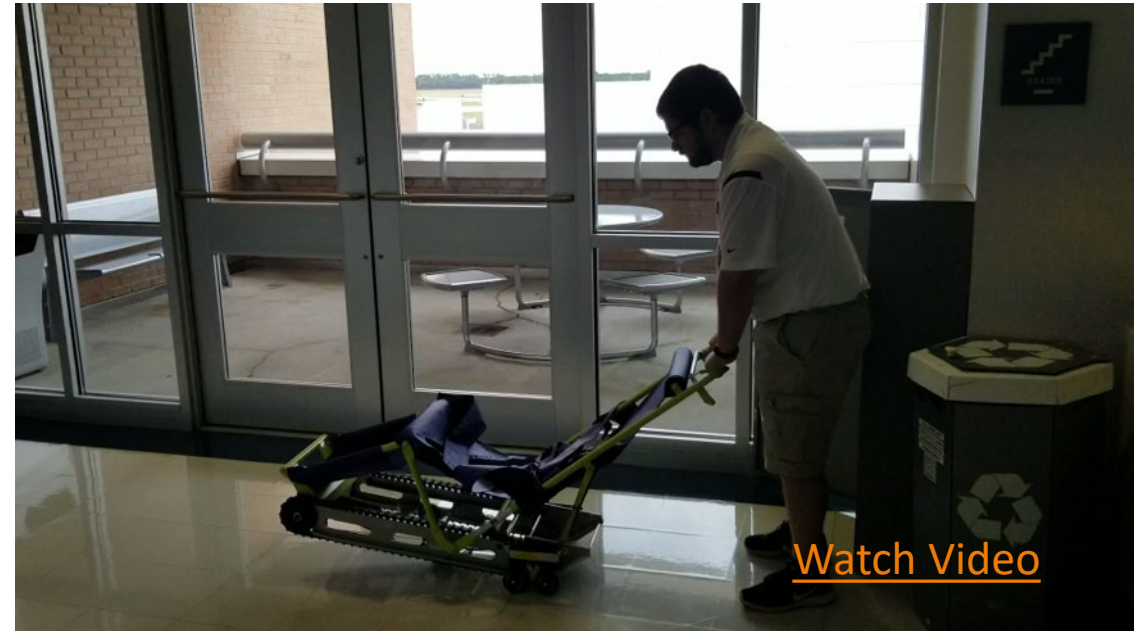
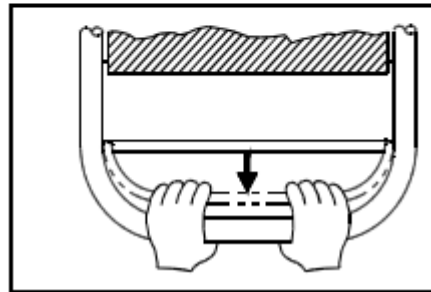
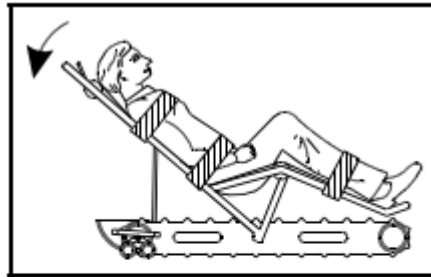
Step 2- Placing the Rider in the Chair

- Transfer the passenger into the chair.
- Fasten the Safety Straps. If you cannot be certain that the passenger's arms will remain in his or her lap, the arms should be wrapped inside the torso safety straps.



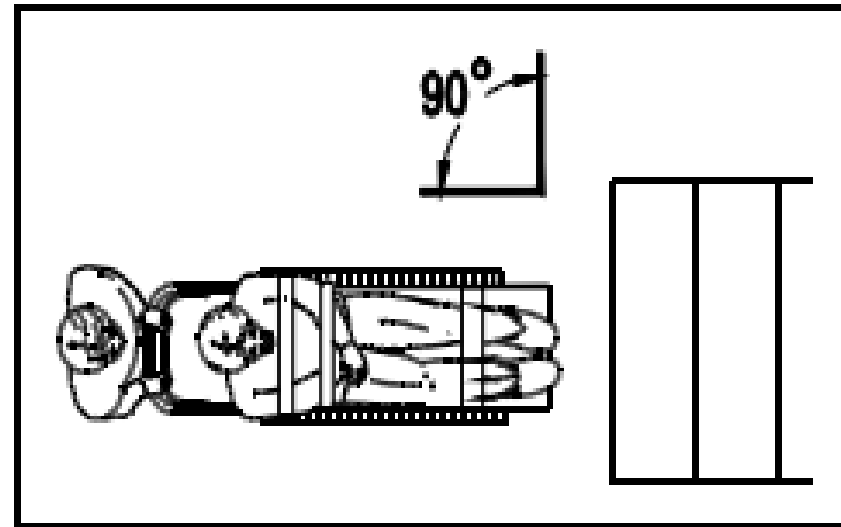
Step 2- Position to Stairs

- To roll on a flat surface push down on the handle.
- Then squeeze the Brake Release Bar with both hands. This will deploy the Front Auxiliary Wheels, making the chair easier to push.



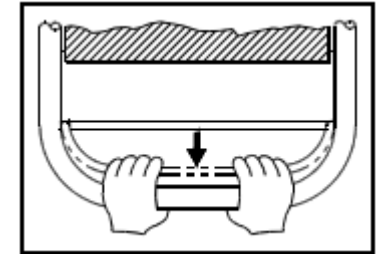
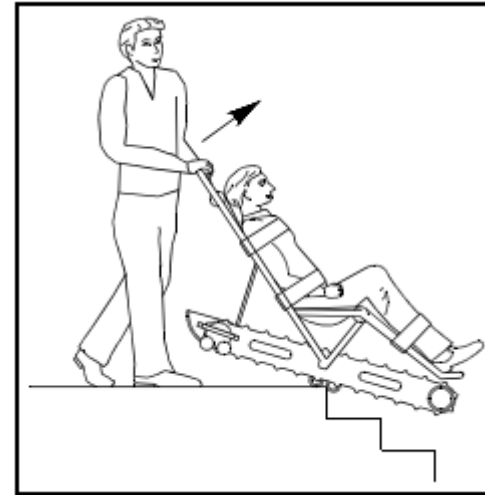
Step 3- Going Down the Stairs

- Position the chair at the top of the stairs, at a right angle (90°) to the stairway, with the passenger facing towards the stairs. Operating the chair near the inner core of a stairway will facilitate turning corners at landings.



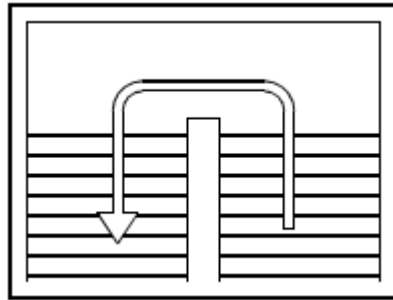
Step 3- Going Down the Stairs

- Push the chair forward until the Front Auxiliary Wheels drop off the top step. At this point the chair will stop. To prevent the chair from immediately beginning to descend the stairs, release your grip on the Brake Release Bar. This will engage the Track Parking Brake until you are ready to descend. Lift the handle and tilt the chair to the angle of the stairs.
- To descend the stairs, squeeze the Brake Release Bar. To slow the descent speed, if desired, simply loosen your grip on the Release Bar. This will partially engage the Brake.
- To stop the chair on the stairs, slowly release the Brake Release Bar.



Step 3- Going Down the Stairs

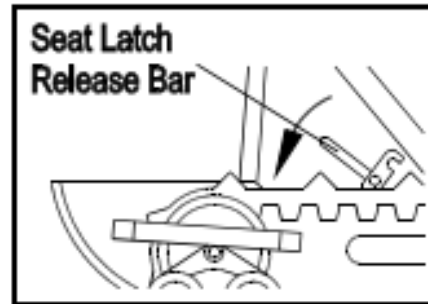
- At landings, push down on the Handle and turn the chair with all the weight on the Rear Auxiliary Wheels. Keep to the inside of the corner for maximum turning clearance. Align the machine at a right angle to the stairs and proceed down the next flight.
- Find a flat surface to the chair. Let go of the Brake Release Bar. This will lower the front section of the Tracks to the floor, preventing the unit from rolling. Remove the passenger.



[Watch Video](#)

Step 4- Putting the Chair Away

- Unlock the Seat Latch by pushing down on the red Seat Latch Release Bar. Push down and forward on the Handle to fold the chair closed.



Contact

- For a in-person demonstration or for any additional questions/concerns please contact the University Safety Office