

Appendix 1

Walkthrough before arrangement

FIRE - evacuation

YES NO

Doors may be opened without a key

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No obstruction in front of the emergency route

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No obstruction outside of the emergency route

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Emergency routes completely unobstructed

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Emergency route signs are visible and functional

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Inform all visitors about the assembly point

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FIRE – fire equipment

Fire extinguisher present and in green mode

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Fire extinguisher unobstructed

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BRAND – risk of fire

Control of candlelights - placement m.m.

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Everyone knows their responsibilities in case of fire alarm/evacuation in accordance with SBA (Systematic fire prevention , see precautions and contract subscriber's obligations)

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Sign.

Appendix 2

Incident rapport

Location:	
Date:	Time:
Informer:	
Incident:	
Immediate action:	
Receiver of incident report by LinTek:	
LinTek action:	
Responsible for further action (e.g. landlord or property owner): :	

Sign.

Bilaga 3

Ritningar

