

Section: Emergency Planning	Subsection: Evacuation-Relocation Code Green	Policy Number: EPP-1092
Subject: Room Evacuation Rescue Markers		Effective Date: June 2022, Apr 2013
Standard:	Authority: CEO	Supersedes: Apr 2009
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Policy:

Belvedere Heights shall have a method of determining when resident rooms have been Evacuated.

Procedure:

1. Each resident room shall have a rescue marker affixed to the entry door. The rescue marker consists of two pieces of magnetic coloured material. The pieces are secured by hardware and permanently attached to the door.
2. The bottom part of the marker is stationary, and has the word VACANT written on it.
3. The top part of the marker is flexible
4. Once a resident has been evacuated from his/her room, the door is to be closed and the top part of the marker secured in an upward position to the metal door frame. The word VACANT should be exposed to indicate that the resident has been evacuated.
5. Should the door be opened, the top part of the marker will fall into a downward position. The room must be checked again, and the marker secured to the door frame as noted in # 4 once it has been established that the room is vacant.
6. Check the entire room including, bathroom, inside the wardrobe and under the bed.

Authorized Signing Authority

Date