

Instructions For Use Evacuation Sledge (EVSG)



Product Name: Evacuation Sledge (EVSG)

Intended Purpose and Design: The EVSG is an evacuation sledge designed for the safe and secure transport of the non-ambulant person from a building during an emergency. The sledge should be operated by two people (unless risk assessed for one person), allowing the non-ambulant user, in a laying down position, to be manoeuvred away from danger.

The EVSG consists of two layers of foam inside a flame-retardant cover. The bottom layer of foam is firm, allowing the EVSG to ride over surfaces, such as carpets, concrete, wood or any bumps like stairs. The upper layer of foam is softer for user comfort during transit. In order to hold the user in place during transit, the EVSG also features extremely durable webbing, buckles and a foot pocket. There are also pulling loops at each end and a tough slippery coated bottom side. The loop at the head end is to hold the unit back when descending stairways.

Operator Qualifications: The EVSG should be used by two operators (unless risk assessed for one person). The EVSG is intended to be used by suitably trained and competent operators and only for the intended purpose, as specified in this instruction guide. In addition to the information in this guide, operators must adhere to local health and safety and manual handling policies.

Instructions for Use (IFU):

Prior To Use: Upon receipt of the EVSG all packaging should be removed and visual checks should be carried out to ensure:

- The contents are complete
- The EVSG has not been damaged in transit
- All fittings operate correctly

Storage and Servicing: The EVSG is designed to be stored in its bag and on the wall for easy access in case of emergency. The EVSG should be visually inspected regularly to check for material degradation, damage, misuse or tampering. If following the visual inspection, the EVSG is not fit for purpose, it should be disposed of safely.

During Use:

- Pull the yellow zip head to unzip the storage bag to release the EVSG
- Unfold the EVSG and lay the EVSG fully extended on the floor, cotton and buckle side up, release the buckles and lay the straps and buckles to the side
- Lay user on the EVSG
- Ensure users feet are in the foot pocket
- If required, wrap the user in a duvet or blanket
- Tighten security belts over the user
- The operators can then manoeuvre the user to safety using the loops
- If moving downstairs, ensure the users head is at the top of the sledge and feet first down the stairs and that operators remain in full control of the EVSG.

Aftercare: The EVSG is a reusable product, therefore, the following processes should be undertaken to allow its re-use.

- **Visual Inspection:** After use the EVSG should be visually checked to see whether it is in good condition and for signs of material degradation or damage. If material degradation or damage is noted, then the EVSG should not be re-used and should be disposed of safely. If the EVSG is in good condition, then it should be cleaned as per the instructions below. It should then be folded and returned to the storage bag.
- **Cleaning:** The EVSG cover and/or bag is machine washable at 60°C. Always remove the foam inner before washing. The EVSG can also be cleaned using a damp cloth or antibacterial wipes.

General Warnings Precautions and Limitations:

- Only trained and competent operators should operate the EVSG
- Only use the EVSG for its intended purpose
- Do not exceed user maximum weight of 320 kg (SWL 150kg)
- The user should not be left in the EVSG unattended
- The operators must always be in control when operating the EVSG
- The operators must not let go of the EVSG during transit

- Rapid movements should be avoided during EVSG use, in order to avoid further injury to the user
- In the unlikely event of malfunction of the EVSG during use, the EVSG should stop being used immediately

Technical Information:

Description	Value
Colour	Red
Weight	5.5kg
Dimensions (folded)	60x60x15cm
Folds	3 folds
Storage	Storage bag included
Flammability	BS 7177:1996 CRIB 5
Capacity of the Unit	320kg
SWL	150kg

Product Contents:

- 1 x EVSG
- 1 x Storage Bag

Contact Details: If you require any further information please contact us at:

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Please take time to read the contents of this information guide. Any actions that are inconsistent with this guide, are done so at the operators risk and Thorpe Mill Ltd will not be liable for injury or damage. In addition to the information in this guide, operators should use the product specified with due consideration of applicable international, national and local regulations, guidance and policies. Safe and correct use of this product is solely at the discretion of the operators.

If a serious incident does occur during use, this should be reported to Thorpe Mill Ltd using the above contact details.

EVSGIFU

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Function	Name	Date	Signature
Author	Sarah Thornton	27/2/2020	
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Change Control

Revision	Description of Change	Date of Change
1	Initial Version	27/11/2019
2	Second Version	27/2/2020

