

## Site Plan Instructions

**If you wish GMG to create a laminated emergency site plan, please draw a simple layout of your facility including the following information and fax to 847-740-1635. A facility site plan will then be created electronically and laminated for your shop.**

**A detailed architectural drawing is not necessary, merely a sketch outlining the following (preferably on grid paper):**

1. Emergency Gathering Location (at least 30 feet away from the building)
2. Fire Extinguishers
3. Doorways
4. Emergency Exits
5. Overhead Doors
6. Electrical Shutoff
7. Gas Shutoff
8. Water Shutoff
9. MSDS Location
10. Compressed Gas Tanks
11. Where Hazardous Materials are stored (Paint, solvent, etc.)
12. Hazardous Waste storage
13. Restrooms
14. Eye Wash Stations
15. Drains
16. Spill Control Equipment
17. First Aid
18. Fire Alarms
19. Areas of bldg. (Paint mixing room, body shop area, office etc.)
20. Cross Streets
21. Direction of property – N,S, E, & W

(In some instances, it may be easier to put the # that corresponds with the info needed, such as (2) Fire Extinguisher. This will be easier to read than spelling out the items.)

If you should have any questions, please give me a call at 800-619-9733.

Sincerely,



Joseph Hayes  
EnviroSafe  
800-619-9733

# Site Plan Diagram Worksheet

Please draw a simple layout of your facility including the information on the left side of the page and fax to 847-740-1635.

Use the number that corresponds with the info needed, such as 2 for Fire Extinguisher.

If you should have any questions, please give call 800-619-9733.

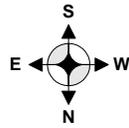
1. Emergency Gathering Location
2. Fire Extinguisher
3. Doorways / Exit
4. Emergency Exit
5. Overhead Door
6. Electrical Shutoff
7. Gas Shutoff
8. Water Shutoff
9. MSDS Location
10. Compressed Gas Tanks
11. Where Hazardous Materials are stored (Paint, solvent, etc.)
12. Hazardous Waste storage
13. Restroom
14. Eye Wash Station
15. Floor Drain
16. Spill Control Equipment
17. First Aid
18. Fire Alarm
19. Areas of bldg. (Paint mixing room, body shop area, office etc.)
20. Cross Streets
21. Direction of Property – N, S, E, & W

A large grid for drawing a site plan diagram. The grid is composed of 20 columns and 30 rows of small squares, providing a space for the user to draw the layout of their facility based on the information provided in the legend on the left.

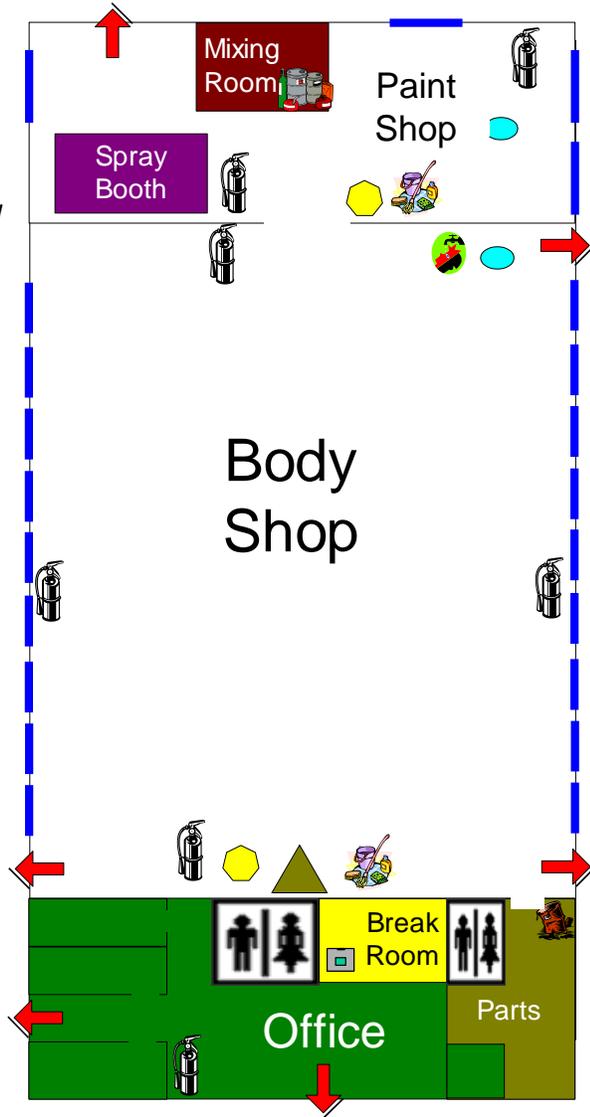


1111 Any Street  
Your Town, CA 90000  
Your County

SAMPLE



-  MSDS
-  First Aid
-  Overhead Door
-  Doorway
-  Emergency Exit
-  Eye Wash
-  Fire Extinguisher
-  Gas Cylinders
-  Restroom
-  Electric Shutoff
-  Gas/Water Shutoff
-  Alarm
-  Floor Drain
-  Fire Dept Key Box
-  Hazardous Waste Storage
-  Hazardous Materials
-  Spill Kit
-  Gathering Location



Elmore Rd

