

ON DISCOVERING A FIRE:

Operate the nearest fire alarm by pushing the emergency break glass points. Alarm points identified on escape and rescue plan. Dial 999 - activate Civil Defence.

Your locations name is XY Coordinates are



Only attempt to fight the fire if trained and it is safe to do so. Use appropriate fire extinguisher.



On hearing the fire alarm, depart the building via the nearest safe emergency exits as identified on the Emergency Evacuation Map.

DO NOT stop to collect belongings.

DO NOT use lifts.

DO NOT return to the building until given the all clear by the fire Warden / Security or Civil Defence staff.



Go immediately to the fire assembly point and report to the fire warden. Location of fire assembly point is shown on the Emergency Evacuation Map

Wardens

Follow the directions of your fire wardens.
Your Fire Wardens are

Evacuation Instruction Poster February 2020

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