



EMERGENCY PREPAREDNESS FIRE RESPONSE

IF YOU DISCOVER A FIRE:

1. Leave the area of the fire immediately.
2. Along your pathway to the exit, if a fire extinguisher is available and you are confident in using it, fight the fire. Remember to stay between the fire and the exit.
3. Close the door to the area behind you.
4. Notify your supervisor/manager and others in the area.
5. Call 911 or use the established and agreed upon means of reporting a fire emergency.

EVACUATION

- Evacuate in accordance with your evacuation plan to the designated evacuation area.

Our workplace's designated meeting area:

- Walk, do not run.
- Remain calm.
- Never use an elevator during a fire. Always use the stairwell.
- Remain in the evacuation area until everyone has been accounted for and you have been instructed otherwise.