



EMERGENCY PREPAREDNESS FIRE RESPONSE

IF YOU DISCOVER A FIRE:

1. Leave the area of the fire immediately.
2. Do not attempt to fight the fire unless you are trained to do so and feel comfortable in doing so.
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.