

CAMPUS EMERGENCIES EXT. **9-1-1**

IF YOU DISCOVER FIRE OR SMOKE:

- Vacate the fire area and close doors on the way out
- Pull the closest fire alarm (located at all exits) and shout "FIRE, FIRE, FIRE"
- Do not attempt to extinguish a fire unless you are sure it is safe to do so
- Dial ext. 9-1-1 from a safe location

UPON HEARING FIRE ALARM:

- If safe to do so, turn off any equipment you are using, close doors and windows
- Evacuate the building in an orderly manner by walking to the nearest exit
- **DO NOT USE ELEVATORS**
- Move away from the exits once outside. Do not re-enter the building until the all clear has been given by the Building Fire Plan Manager.



If you are unable to leave due to fire conditions or a disability, call ext. 9-1-1 and give your location. Keep doors and windows closed, and attempt to seal vents and cracks with available materials to keep smoke out.

