IN CASE OF FIRE

FIRE/EVACUATION PROCEDURES

R EMOVE PEOPLE
FROM IMMEDIATE DANGER TO A PLACE OF SAFETY

A LERT THE FIRE BRIGADE 000
STAFF/RESIDENTS/MEMBERS OF THE PUBLIC

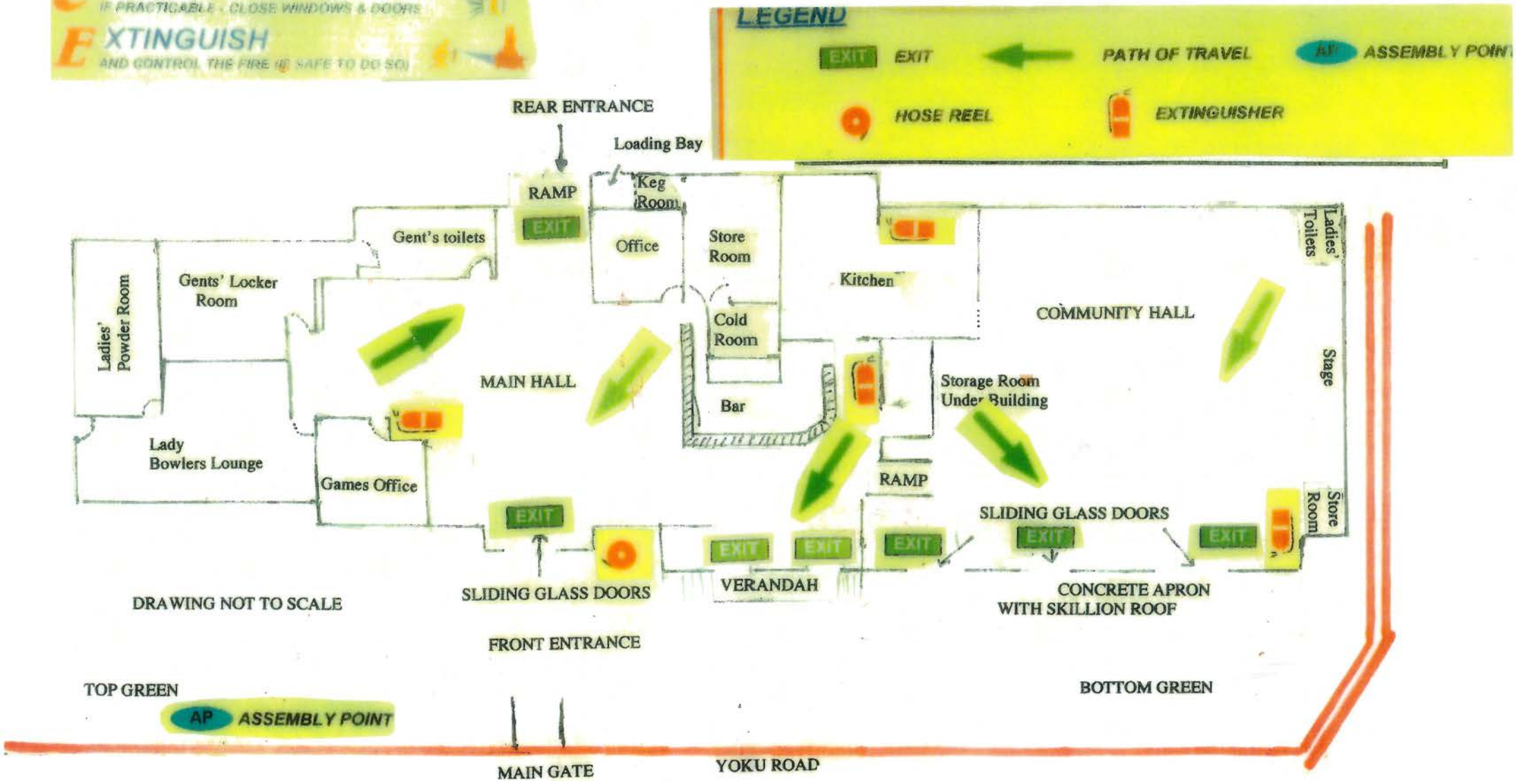
C ONFINE FIRE & SMOKE
IF PRACTICABLE - CLOSE WINDOWS & DOORS

E XTINGUISH
AND CONTROL THE FIRE (IF SAFE TO DO SO)

EVACUATION

STAGE 1:- Removal of People from the Immediate Danger Area.
Residents/Occupants in the immediate danger area are to assemble a safe distance away from the fire and smoke. When the area has been evacuated doors should be closed to localise the fire.

STAGE 2:- Complete Evacuation of the Entire Complex.
Should the emergency necessitate evacuation of the entire building, staff will be required to assist in directing occupants to the assembly area.

STAGE 3:- Roll Call.
To be conducted as soon as possible and to ensure all occupants are accounted for.
Report missing persons to the attending **FIRE OFFICERS.**

STAGE 4:- Assembly Area. The large gum tree at the rear of the building.
(See Site Plan).