



FIRE ACTION

ON DISCOVERING A FIRE

1. Sound the alarm.
2. Dial to call the Fire Brigade.
3. If possible, tackle the fire using the appliances provided. (Do not endanger yourself or others in doing so).

ON HEARING THE FIRE ALARM

4. Leave the building by the nearest available exit.
5. Close all doors behind you.
6. Report to person in charge of your assembly point at:-



7. Do not take risks.
Do not stop to collect personal belongings.
Do not use lifts.
Do not re-enter the building for any reason unless authorised to do so.