Public Fire Evacuation Procedure

YOURSELF:

- Leave the building promptly
 - Use your nearest route (see green route signs)
 - If you find smoke blocking your route then go a different way
 - **DO NOT** block the exit:

Once you are out of the building go to the collection points (see diagram below). Always move away from the building and keep the entrances clear for the Fire Brigade.

DO NOT go back into the building until you are specifically told to do so

HELPING OTHERS THAT YOU MAY ENCOUNTER:

- **DO** help others to evacuate the building
- **DO** assist any disabled people who require help
- If there are disabled or injured people or others who cannot leave the building then **TELL** the nearest member of staff **EXACTLY** where they are

