

# Is Your Workplace Prepared for a Fire Evacuation?

Make sure your fire protection efforts are effective and appropriate.

## Know the plan.

### When fires occur

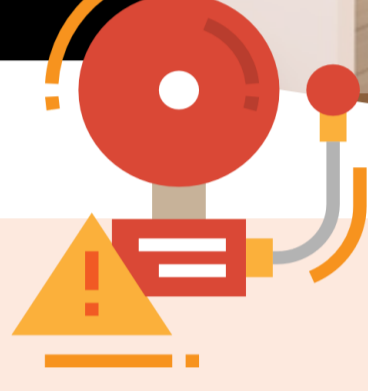
1. Leave the area immediately
2. Close all doors behind you
3. Use the stairs
4. Sound the alarm
5. Call 911
6. Use the designated exit to leave the building



## Know the equipment.

There are two types of automated alarms.

Make sure you know which one your workplace uses.



### Single-stage continuous alarm

When you hear a single stage continuous alarm:

1. Leave the building immediately through the nearest exit
2. Close doors behind you
3. Use the stairs

**FIRE**



Failure to leave the building is a federal offense, and puts you, and the firefighters, rescuing you, in severe danger.

### Two-stage intermittent signal alarm

When you hear first part of a two-stage intermittent signal alarm:

1. Prepare to leave the building
2. Listen to all announcements and instructions

When you hear the continuous second part of the two-stage intermittent signal alarm:

3. Leave the building immediately through the nearest exit
4. Close doors behind you
5. Use the stairs



## Know the way to safety.

Your workplace should have evacuation maps placed in strategic, visible locations.

### Evacuation maps

Detail the locations of:

- Fire extinguishers
- Fire alarm pull stations
- Emergency exit lights
- Utility connections and shut-offs
- Muster points (rendevvous points)



How can your workplace prepare for a fire evacuation?

Know the plan.  
Know the equipment.  
Know the way to safety.