

# GENERAL FIRE EMERGENCY PROCEDURES

## SHOULD YOU DISCOVER OR SUSPECT A FIRE

**R** Request everybody in the area to evacuate the building. Remove anybody in immediate danger.

Activate the building fire alarm system by pulling the manual pull station. From a safe location, dial “**555**” (if using a university phone), “**#555**” (if using a cellular phone on MTS or Roger’s Wireless), “**911**”<sup>▪</sup> (if using personal phone) or use emergency **red** phone.

**C** Confine the fire by closing all doors and windows.

**E** Evacuate or Extinguish the fire using the appropriate fire extinguisher. Do not attempt to extinguish a fire if this will place you in immediate danger.

**REMEMBER, THE PRESERVATION OF HUMAN LIFE IS THE PRIMARY CONCERN!**

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## WHEN THE FIRE ALARM SOUNDS

1. Cease all activities. Turn off heat producing devices. Leave overhead lights on.
2. Close all doors and/or windows in the immediate area.
3. Evacuate the building immediately using the nearest safe available stairwell.

### DO NOT USE BUILDING ELEVATORS.

4. Remain outside the building until the most senior member of the Winnipeg Fire Department or the University Fire Marshall gives “ALL CLEAR” and the fire alarm system is silenced.

<sup>▪</sup> If “911” is dialed, you must also inform Campus Security at **474-9341**