

FIRE PROCEDURE – ALL OUT POLICY

On discovering a fire:

1. In your flat you must:

- **Immediately** raise the alarm to all occupants of your flat and ensure all persons evacuate the flat.
- **Close the door** to your flat and all common parts in your escape route when leaving the building. DO NOT use the lifts.
- **Ensure the Fire Service has been called** by dialling 999
- Advise the **on-site Fire Watch Personnel** of the exact location of the fire (floor, flat number and room location)
- Wait at the fire assembly point (lawn area between both blocks)

2. In another flat or in the common areas you must:

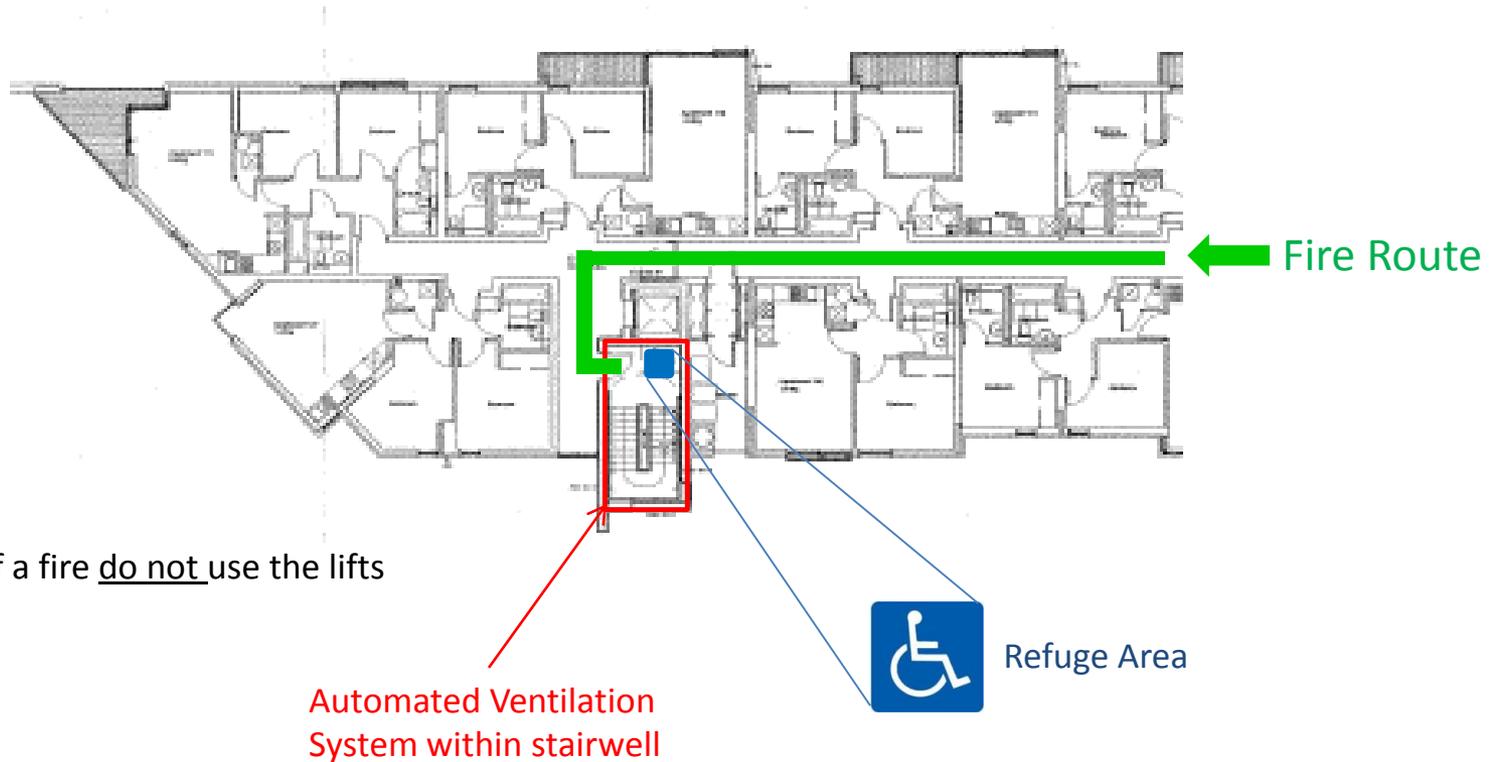
- Immediately evacuate the building by the nearest and safest emergency exit, closing all exit route doors behind you. DO NOT use the lifts.
- If necessary, respond and react to the alert issued by the **Fire Watch Personnel**. DO NOT DELAY
- Wait at the fire assembly point (lawn area between both blocks)

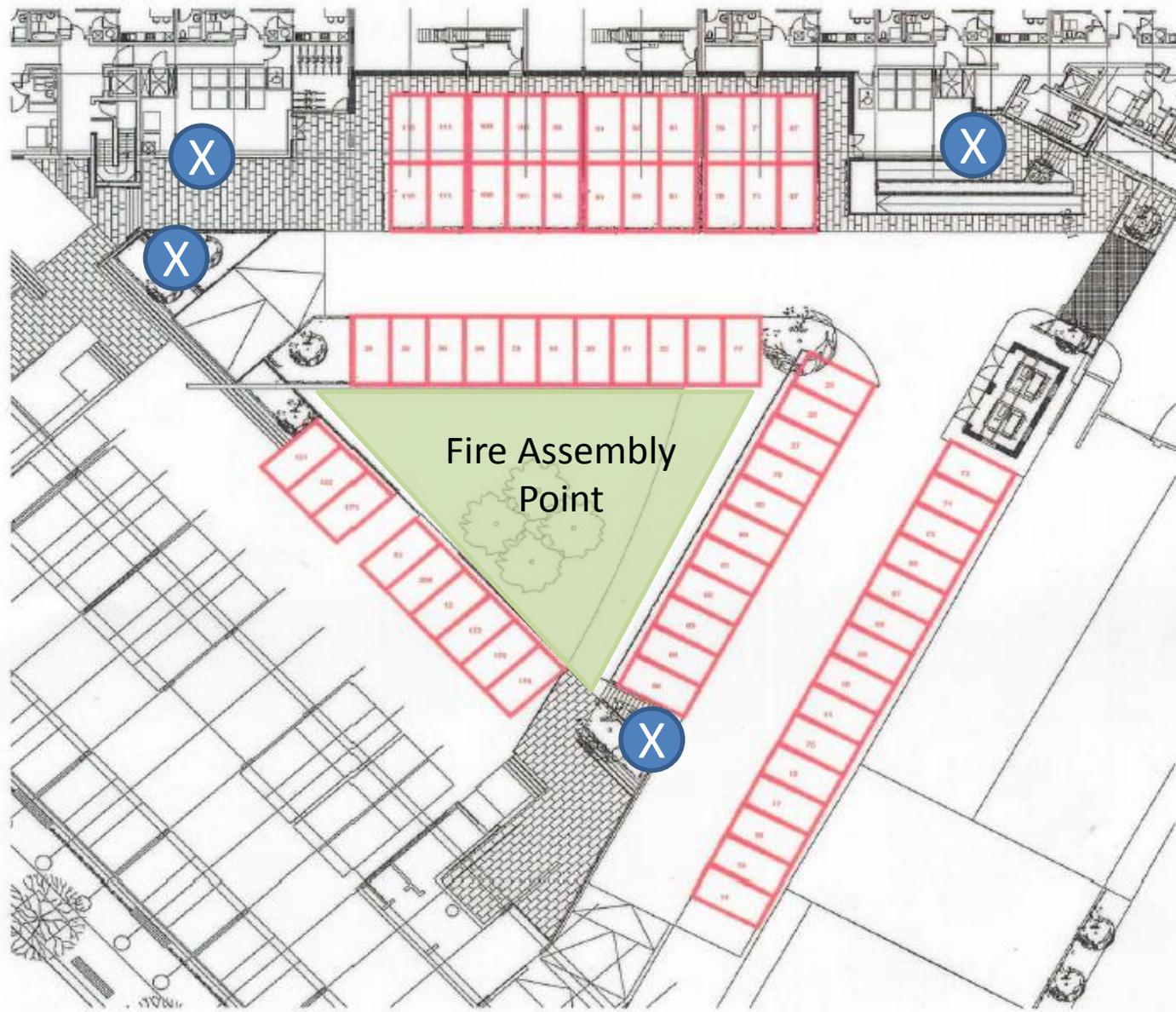
3. Fire Procedure for those unable to use the stairs without assistance

- If possible, make your way to the nearest designated refuge point on your floor
- If not possible, remain within your flat and call the fire brigade advising them of your flat location (floor and number).
- If you are in the common areas, commence evacuation to the nearest designated refuge point on your floor (see plan)
- The person should wait within the refuge area until evacuated by the Fire Brigade.
- DO NOT USE THE LIFTS



Typical Escape Route - Proceed to the nearest stairwell in the opposite direction of the fire





Wet Riser locations for Fire Brigade

Vie Building, Manchester