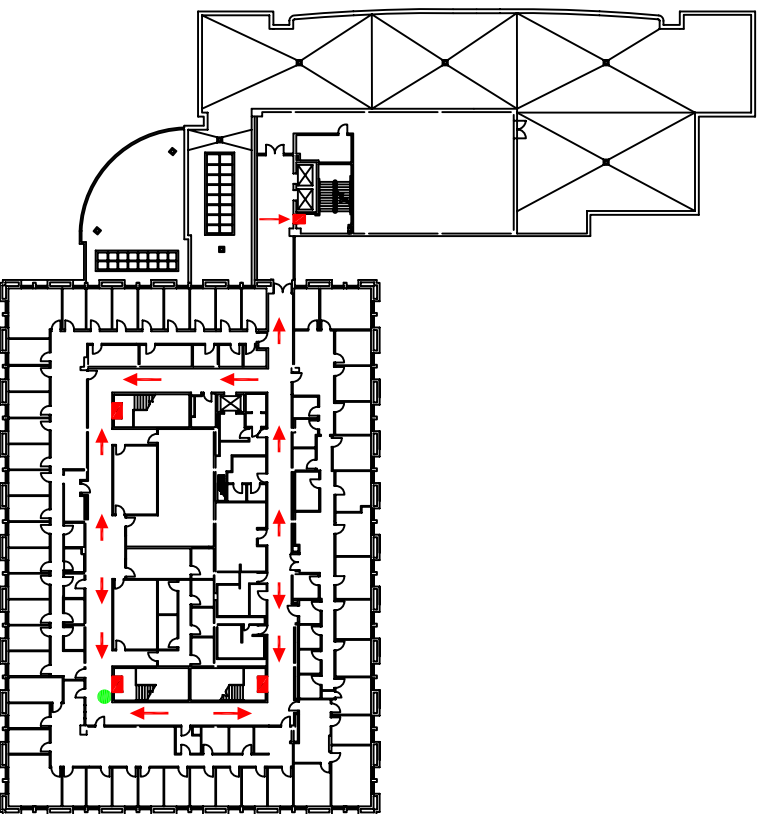


# BUSINESS & ECONOMICS

## Evacuation Routes

The evacuation routes illustrate the exits for evacuation of this building and lists emergency procedures that have proven to be beneficial for personal safety during a fire emergency. All occupants should become familiar with the routes and emergency procedures.



FOURTH FLOOR

- YOU ARE HERE
- EXITS
- PRIMARY EXIT ROUTE

### PERSON DISCOVERING FIRE SHALL

- R-** rescue, if possible without endangering yourself, anyone in immediate danger: NEVER enter an unknown area, especially if smoke is visible,
  - A-** activate the fire alarm system: **DIAL 911** as soon as possible and report the incident,
  - C-** confine the fire by closing doors as you leave the building.
  - E-** evacuate the building and report the situation to the first arriving firemen or police.
- NOTE:** you are not required to **Extinguish** a fire with a fire extinguisher and should use an extinguisher only if you have been trained and the situation does not present a personal safety hazard.

### For Any Emergency-Dial 911

#### WHEN THE FIRE ALARM SOUNDS

- **FEEL THE DOOR.** A "too hot to touch door" means the fire is outside the door.
- **IMMEDIATELY EVACUATE** the building. Treat all alarms as a real emergency. Always use the exit stairs. Never use an elevator. Close the door as you leave the room.
- **CRAWL** should you get caught in smoke. If necessary, go to the window and signal for help.
- **ASSIST A PHYSICALLY IMPAIRED PERSON** to the closest exit stairwell and advise emergency personnel of this condition.
- **NEVER RE-ENTER THE BUILDING** until fire officials give the approval.
- **REPORT** anyone causing a false alarm to the emergency responding personnel.