



## IF YOU DISCOVER A FIRE OR SMOKE CONDITION: **RACE**

- **R**escue any person in immediate danger, if possible.
- **A**larm - pull the fire alarm to alert everyone.
- **C**onfine the fire by closing all doors, where possible. Turn off electric and gas equipment, if possible.
- **E**vacuate using the nearest stair exit. Follow the exit signs.
- **Ex**tinguish a small fire (e.g., trash-can size fire) using a fire extinguisher, if trained.
- **Report ALL Fire or Smoke Incidents: Dial 2-4490 or 222** from a safe location.
- **Report** any discharged fire extinguishers and any important first-hand information to **2-4490 or 222**.



## IF YOU HEAR or SEE A FIRE ALARM SIGNAL or ANNOUNCEMENT:

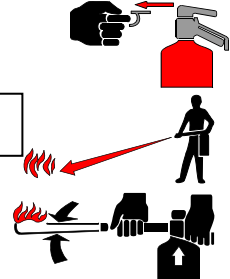






- **EVACUATE AS INSTRUCTED.** Follow the announcements and instructions of fire wardens and buddies.
- Follow your department-specific emergency procedure, if any, including 'SHELTER-IN-PLACE' strategy.
- Follow the EXIT signs. Use Stairs. Do Not Use Elevators. Walk at a normal pace.
- Wait outside in DESIGNATED ASSEMBLY AREAS at least 50 feet away from the building: (1) An open space in the Warren Street Parking Lot and (2) An open space, street walkway by the loading dock.
- **RE-ENTER** the building only after the UMDNJ Public Safety has announced "ALL CLEAR."

## PROCEDURE FOR PEOPLE WITH DISABILITIES (PWD)

- *All occupants:* REPORT the presence of any PWD in the building to the responding fire department.
- *Designated buddies:*
  1. Guide or assist in positioning the PWD to a designated safe waiting area (SWA), preferably near the stairwell or elevator lobby.
  2. Do not carry or lift the PWD! Exercise caution to avoid falls and trips while assisting the PWD.
  3. Take position on one side of the hallway near the stair door and wait. Enter the stairwell only if the designated SWA is in the stairwell landing, or if there is an immediate danger in the hallway.
  4. Share any phone numbers for emergency communication, if necessary. Check phones for reception in the SWA. Know other areas in the building with good phone signal reception.
  5. *Buddy #1:* Report exact location and number of PWD waiting in the building to the responding fire department. Be available to provide any relevant information.
  6. *Buddy #2:* Accompany the PWD, assist in safe re-location and communication, as necessary. *Note: If fire or smoke poses danger in the stairwell landing, evacuate and report this situation to the emergency responders.*
  7. Do not evacuate the PWD vertically unless the person is able to ambulate.
  8. Do not use the elevators unless helped by the fire department.
  9. You may also call campus emergency number to report any PWD in the building.
  10. Stay in touch with the PWD or your other buddy periodically, if phone contact is available.



## REMEMBER Fire Extinguisher P.A.S.S. Word and ABC fire types:

<b>P</b> ull the Pin		Class <b>A</b> : Wood, Paper, Plastic		
<b>A</b> im at the base of the fire		Class <b>B</b> : Oil, Grease, Flammables		
<b>S</b> queeze the handle <b>S</b> weep Side-To-Side		Class <b>C</b> : Electrical		

*Your Life Safety First & Always!*

FIRE is FAST. FIRE is HOT. FIRE is DARK. FIRE is RUTHLESS.  
ENVIRONMENTAL AND OCCUPATIONAL HEALTH AND SAFETY SERVICES (EOHSS): 2-4812