

EMERGENCY ACTION PLAN

ASSEMBLY POINT

THE CAR PARK

ACTION ON DISCOVERY OF FIRE

- SOUND THE ALARM BY SHOUTING "FIRE"
- LEAVE THE UNIT BY THE NEAREST OR SAFEST ROUTE
- REPORT TO THE ASSEMBLY POINT
- CALL THE FIRE BRIGADE BY PHONE – ENSURE FULL ADDRESS IS PROVIDED (Sharpnage House, Checkley, HR14NF)
- LIAISE WITH THE FIRE BRIGADE ON THEIR ARRIVAL
- ONLY ATTEMPT TO TACKLE SMALL FIRES IF CONFIDENT TO DO SO
- DO NOT PUT YOURSELF AT RISK

ACTION ON HEARING ALARM

- LEAVE YOURHOUSE BY THE NEAREST ROUTE
- REPORT TO THE ASSEMBLY POINT
- CALL THE FIRE BRIGADE BY PHONE – ENSURE FULL ADDRESS IS PROVIDED
- LIAISE WITH THE FIRE BRIGADE ON THEIR ARRIVAL

CALLING THE FIRE SERVICE

To call the Fire and Rescue Service in an emergency, use the nearest telephone and dial **999** or the European number, **112**.

(Address: Sharpnage House, Little Canwood, Checkley, HR14NF)

The fire control operator will now ask you for details of the emergency, such as:

- What the emergency is
- Where the emergency is
- The nearest town
- Any landmarks that will assist the fire crews in finding the incident
- Whether anyone is in immediate danger