



# FIRE

WHEN THE FIRE ALARM SOUNDS...

[Continuous Audible Tones & Strobe Light]

- Be aware of disabled staff or visitors who may need assistance.
- If it is safe to do so, take your personal belongings and secure sensitive materials. Position all items you may take with you in a secure, but quickly accessible location.
- Leave the area by means of the primary evacuation route, (Maps are posted in all classrooms). If this exit is blocked, use the secondary or alternate route, or exit. Become familiar with routes for all classrooms and work areas you frequently use.
- Once outside the building, move at least 100 feet (or the nearest parking lot), and await instructions from the College Police or RC-ERT members.
- Do not reenter the buildings until the College Police, RC-ERT, or Fire Department gives the "ALL CLEAR".

**Keep all fire lanes, streets and service roads clear to allow Fire Department access.**

**Move at least 100 feet away from buildings.**

