

!! FIRE !!

ACTION TO BE TAKEN IN THE EVENT OF FIRE

ON DISCOVERING A FIRE

RAISE ALARM BY SHOUTING FIRE.

ON HEARING FIRE ALERT

- EVACUATE HALL IN ORDERLY FASHION USING NEAREST AVAILABLE FIRE EXIT.
- DO NOT STOP TO COLLECT PERSONAL BELONGINGS.
- PROCEED TO **ASSEMBLY POINT** WHICH IS IN FRONT OF THE PUBLIC TOILETS ON THE OPPOSITE SIDE OF SHORE ROAD FROM THE HALL.
- CALL THE FIRE BRIGADE BY USING MOBILE PHONE OR FROM TELEPHONE BOX SITUATED OPPOSITE MAIN DOOR AT CORNER OF CAR PARK AND SHORE ROAD.
- DIAL 999 - ASK FOR **FIRE**. OPERATOR WILL REQUEST YOUR NAME AND TELEPHONE NUMBER YOU ARE CALLING FROM WHILE TRANSFERRING YOU. WHEN FIRE BRIGADE ANSWER CALL, CLEARLY STATE **"FIRE AT INNELLAN PUBLIC HALL, INNELLAN PA23 7 TH "** DO NOT END THE CALL BEFORE FIRE BRIGADE HAS CONFIRMED ADDRESS.
- DO NOT ATTEMPT TO RE-ENTER BUILDING UNTIL AUTHORISED TO DO SO BY FIRE BRIGADE

FIRE EXITS - ARE THE MAIN FRONT DOOR AND THE DOOR AT THE REAR RIGHT OF THE MAIN HALL.

FIRE EXTINGUISHERS ARE LOCATED :

- JUST INSIDE MAIN FRONT DOOR
- IN THE LOBBY OPPOSITE STAGE DOOR
- JUST INSIDE KITCHEN ENTRANCE
- JUST INSIDE ENTRANCE TO MAIN HALL
- AT REAR OF MAIN HALL BESIDE FIRE EXIT

15 September 2012