

# EVACUATION AT LUND UNIVERSITY

Warn others that a fire has broken out.  
If you hear a signal, identify what it is.  
The fire alarm is a ringing bell or an 'angry whistle' or a whistle combined with a spoken message.  
Use the alarm call point to set off the fire and evacuation alarm.

Rescue and assist all those in immediate danger and evacuate the premises. People with reduced mobility should be helped to a fire refuge point if there is one.  
If possible, close doors and windows to hinder the spread of fire and smoke. Smoke rises and it is therefore easier to see and breathe near the floor.  
Crawl out of a burning or smoke-filled room.

Notify the emergency services by calling 112 or 0-112 if you are ringing from an internal telephone. Some alarms may be local and may not be automatically connected to the emergency services. Ring the University's emergency number to let them know what has happened on 20 700.

Extinguish the fire if you judge that you can without taking any unnecessary risks. Fire extinguishers, fire hydrants and, where relevant, fire blankets are located at strategic points indicated on the evacuation plans.

Evacuate the building using the evacuation routes shown on the evacuation plans and indicated by emergency exit signs. Teaching staff/managers are to gather students/staff, make their way to the designated assembly point and wait there. Choose a smoke-free route and use the stairs  
– **NEVER** use the lifts without the assistance of the emergency services.

Help one another, and people with disabilities in particular. If people with reduced mobility are waiting at a fire refuge point, inform the emergency services of this. Keeping calm can save lives in an emergency situation. **Walk calmly, don't run...**

Evacuation routes must always be kept clear. In order to prevent the spread of fire and smoke, the evacuation routes are equipped with fire doors that close if the alarm goes off. Fire doors must never be propped open.

Wait at the assembly point for information from the fire service, security officer or other person in authority. Please note that the evacuation alarm can also be used in other emergency situations. Report any missing or injured persons immediately. The assembly point for the building is indicated on the evacuation plans and the site is marked with a sign. Do not re-enter the building until the all-clear has been given, and do not leave the area until we know that the danger is over. Keep track of the people around you. The University's security officers usually act as communications officers in evacuations. Look for people in yellow vests with the words "UNIVERSITY SECURITY" on the back.

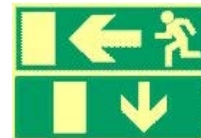
Make it a habit to always read the evacuation plan when You come to a new building



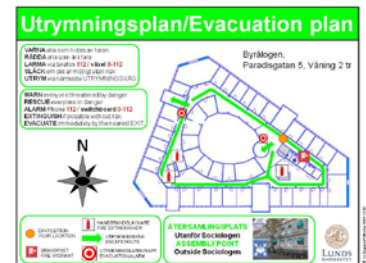
Alarm Button



Extinguishers and Fire Hydrants



Evacuation Routes



Evacuation Plan



Assembly Point