



Fire Alarm Information Sheet

Procedure

Instructions

Fire / Accident

Stay calm, don't panic!



Release Alarm

Fire / Accident
Call for Ambulance

112 **Area of University**

Security and
telephone service

1171 **To be informed**

Push fire alarm
button



Where to find:
stairways and
corridors

Pay attention to the alarm signals !



Call emergency

Who is calling ?
What has happened ?
Where did the accident take place ?
How many injured / what kind of injuries?
Waiting for response from ambulance head office !



First aid

First aid helpers:

See list on first aid boxes

Nearest hospital:

Accident & emergency
basement at the University
Hospital or Weender Hospital

Attempt to extinguish (fire)



Fire extinguishers

In / on every laboratory or
corridor

Leave dangerous area, close
windows and doors, use emergency
exits allocated



Take care of helpless people,
do not use the elevators

Do not use lifts in the
case of fire!



Meeting place:

Area in front of main and
side entrances



Briefing of rescue team

Place a guide in prominent place.
Follow the instructions of the rescue team.

Additional emergency numbers

Accident & Emergency **-8605 and -8813**
Info office for toxics **-22032 (out: 19240)**
Director of Institute: **-21711**
Prof. Alcarazo **(0176-21566635)**
Administration Office: **-23262/23200**
Dr. Dietrich **-23295**
Safety Officer: **(0175-2553000)**
Gerke