



## If You Discover A *Small* Fire...

- Pull the fire alarm and call **Fire Department at 1-1-2**. Alert people in the area to begin evacuation. Assist those with disabilities.
- **If you have been trained** to use a fire extinguisher, while keeping an exit available behind you, bring the extinguisher within six feet of the fire.
- Follow the **P-A-S-S** procedures to activate the extinguisher.

**P** - Pull the pin located in the extinguisher's handle.

**A** - Aim the nozzle, horn or hose at the base of the fire.

**S** - Squeeze or press the handles together.

**S** - Sweep from side to side at the base of the fire until it is out.

- After the fire has been completely extinguished, notify the **Security Department 888-100**.

## **LARGE** Fire

- Pull the fire alarm and call **Fire Department at 1-1-2**. Alert people in the area to begin evacuation. Assist those with disabilities.
- Close doors to confine the fire.
- Move to your designated assembly area away and upwind from the building.
- Have persons knowledgeable about the incident and location assist emergency personnel

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