


RGU EMERGENCY EVACUATION PROCEDURES

KAIM COTTAGE

ACTION TO BE TAKEN BY A PERSON DISCOVERING A FIRE

- Activate/ sound the alarm by using the nearest fire alarm call point;
- Dial 999 to call the Scottish Fire and Rescue Service
- If possible tackle the fire using the appliances provided (DO NOT endanger yourself or others in doing so)

ACTION TO BE TAKEN ON HEARING THE FIRE ALARM

- Leave the building by the nearest, safest available exit/ route (closing all doors and windows behind you, whenever possible to do so safely)
- Follow the  signs
- Report to responsible person in charge of the Assembly Point
- DO NOT take risks

FIRE EXITS

EXITS AND FIRE EXITS

There are three exits from the building, the exit routes are detailed below, please ensure that all persons utilise the nearest safest exit.

