



What to do when there is a Fire Alarm

When the Fire Alarm sounds, act immediately to ensure your safety. The Fire Alarm System is designed and engineered to provide you with an early warning to allow you to safely exit the building during an emergency.

Don't bother checking Facebook, Twitter, Snapchat or Instagram... exit the building!

Never ignore or assume the alarm is false or the result of a test. Just because you don't see or smell smoke or something burning, doesn't mean there isn't an emergency. **This is especially important if you are working in a lab area. When you hear the fire alarm, EVACUTE the building IMMEDIATELY in a safe manner. DO NOT HIDE in the back corner of your office, classroom or stay in bed.** Some fire systems are equipped with a PA system – listen for instructions or directions that may be given.

Be sure to take personal belongings with you – wallets, keys, phone, purses, and backpacks – as you may not be able to re-enter the building as quick as you think.

Everyone must evacuate the building by way of the safest and closest exit and/or stairway. Do not walk down the hall a little further to meet your friend or coworker or because you want to go somewhere else... GO TO THE CLOSEST EXIT!

Never use an elevator to exit during a fire alarm activation.

Once outside the building, move away from the building. Assemble near designated assembly points, across a parking lot or along the sidewalk of an adjacent building. **Do not stand near the doorways of the effected building; this causes delays for people trying to exit the building and for responders trying to get into the building.**

The front of the building, loading docks and areas around fire hydrants is where the fire fighters and fire trucks will be operating. Do not obstruct their access to the building.

If there is an incident occurring on upper floors, and glass is being blown out of the windows, the area below is the hazard zone where serious personal injuries will happen. Do not remain in or near the hazard zone.

Once outside, never re-enter the building until you are told to do so by the fire department or by UMass Dartmouth Police.