

SAFETY NOTICE AND EMERGENCY PROCEDURE ALL AREAS

Fire Wardens

Fire

IF YOU DISCOVER A FIRE

- Operate the nearest fire alarm
- Tackle the fire only if it is safe to do so.
- Go to the assembly point at the car park

Do not re-enter the building until told by a senior officer that it is safe to do so.

ON HEARING THE FIRE ALARM

Leave the building by the nearest fire exit.
Report to the assembly point at the car park.



Karl Hanna



Martin Bonner



Colette Heavey



Lyne Graham

Bomb

IF YOU RECEIVE SUSPECT MAIL OR A PACKAGE

- Do not handle it.
- Inform a senior officer who will issue instruction.

IF YOU RECEIVE A TELEPHONE WARNING

- Stay calm
- Get as much information as possible. Write the information down.
- Inform a senior officer who will issue instruction.



Jordan Murphy



Kirsty Cooper