# Fire/Explosion or Fire AlarmsUniversity of Washington Environmental Health & Safety logo.

All fire alarm activations should be taken seriously. Building occupants must evacuate when the alarm sounds. **Never** assume it’s a false alarm.

*The University provides the following instructions to help UW personnel, students and visitors prepare for responding to an emergency on the Seattle campus. University units and departments can modify these instructions for their specific location(s) and add them to their Fire Safety and Evacuation Plans.*

## Fire/Explosion

* If something is on fire, use the nearest pull station to activate the fire alarm
* Call 9-1-1. Communicate the details you know.
* Use a fire extinguisher for small fires only. Before you fight a fire, make sure that you:
	+ Have called 9-1-1 or pulled the fire alarm
	+ Have been trained to use an extinguisher
	+ Have an evacuation route planned
* If trapped by smoke or fire, stay low and try to cover your mouth with a wet cloth.
* Find a room where you can seal the cracks under the door and call 9-1-1.
* If near a window, open it but do *not* break it. Wave or hang something outside to alert fire personnel.
* If your clothes catch fire; STOP, DROP and ROLL to smother the flames.

## All Fire Alarms

* If you hear the fire alarm, evacuate the building or area. Close all doors as you go.
* Do not use elevators. Evacuate by using the nearest stairwell.
* Go to your evacuation assembly point. Refer to the evacuation map posted on each floor of the building if you do not know the location of your evacuation assembly point.
* Report to the evacuation warden, evacuation director, or the fire department.
* Do not re-enter the building until authorized by emergency personnel.

## If A Fire Occurs in a Building Without a Fire Alarm

* Call out “FIRE – GET OUT” loudly, using your voice to inform other occupants.
* Call 9-1-1 and report the building name, address and specifics of the emergency.
* Follow the general procedures listed above.