

Fire

Fire and the associated dangers of smoke, structural damage, or toxic releases can pose serious threats of injury and death to faculty, students, staff, visitors, and emergency personnel. **DO NOT TRY TO FIGHT A FIRE UNLESS YOU HAVE RECEIVED TRAINING IN HOW TO SAFELY DO SO.** In order to control a fire and minimize its damage, the following steps should be taken immediately:

- Leave the area at once.
- Pull the fire alarm.
- Alert other people in the area and instruct them to leave the building.
- Close, **DO NOT LOCK**, all doors and windows if you can safely do so to help contain the fire.
- Stay as low as possible to avoid smoke and heat.
- Evacuate the building calmly, but quickly following evacuation and assembly procedures posted in the building (See Evacuation Plan).
- Do not use elevators.
- Go directly to the designated assembly area and wait additional instructions.
- Report anyone who is missing and who was in your classroom or area when the evacuation began to the University Police or Residence Life staff.
- Remained at the assembly area until you are instructed how to proceed by the University Police or Framingham Fire Department official.

If Trapped:

- Alert emergency responders of your location by whistling, shouting, or using an object to beat on walls or floor in rhythmic manner.
- If a telephone is available, call extension 4911 (or 508-626-4911 from a cell phone) and notify University Police of your location. You may also place article clothing or other device to use as a signal in a window, if a window is available.
- Stuff material in door cracks minimize smoke and try to stay low near the floor where heat, smoke, and contaminants may be less.
- If you are injured, tend to injuries.