



Fire Procedure for Maternity Building – City Hospital

Fire Alarm	Intermittent Continuous	Single tone Two Tone	Is tested on Monday mornings
Raising the Alarm	<p>Smoke & Heat detectors automatically trigger the fire alarm.</p> <p>If you locate a fire or smell smoke you must raise the alarm by breaking the glass of the nearest fire alarm call point</p>		<p>Break Glass</p> 
Passing on Information	<p>Exact details of the fire MUST be reported to the QMC Switchboard, giving details of the location and nature of the fire.</p> <p>This is very important if a false alarm has been triggered</p>		<p>Dial 2222</p> 

Hearing the Alarm

The fire alarm is a two-stage system that will give a two warning systems and a precise location on the fire panel.

A designated individual will check the fire panel located on the ground floor next to reception and inform staff the location of the fire.

Intermittent – Single Tone – Stay where you are

Continuous – Two Tone – Alarm triggered in your zone, await instruction from fire warden or if fire detected follow evacuation procedure.



Evacuation Procedure



Evacuate the building by the nearest exit, closing all doors behind you.

Front stairs or lift?
Rear loading bay at lower floor

Do NOT use the lifts or stop to collect personal belongings.

Proceed to the assembly point located at the front of the building. (See fig1).

The designated Fire Officer or Emergency Services Coordinator will instruct you when it is safe to re-enter the building.

For individuals requiring assistance

If you are unable to use the stairs during an evacuation you should follow the corridor around to right past the lifts until you reach the loading bay at the rear of the building onto north road.

Rear staircase. This is a 60 minute compartment down to the floor below and does require an evacuation aid which we will address.

If this stair is used for mobility impaired, currently it is important that someone remains in the refuge and that the fire teams are alerted.



(Fig 1).

You should then proceed to the assembly point at the front of the building.

Fire Fighting

Only tackle the fire if it is safe to do so, and you have been trained

