FIRE EVACUATION PLAN

Apartment template

Building: _____

Floor: _____ **Date:** _____

FLOOR PLAN

N

Draw or stick your floor plan here

Mark every exit, the escape routes in green, the fire equipment, the assembly point, and YOU ARE HERE where this plan hangs.

Scale: _____

IN CASE OF FIRE

1. **Fire in your home?** Get everyone out, close the door behind you and leave the building.
2. **Raise the alarm** with the call point, if the building has one, and knock on neighbours' doors as you go.
3. **Do not use lifts or elevators.** Use the stairs.
4. **Call the fire service** on the emergency number below, even if the alarm is ringing.
5. **Fire somewhere else?** Follow this building's strategy, ticked below. If heat or smoke reaches you, leave.
6. **Go to the assembly point** and stay there. Don't go back in until the fire service says it's safe.

This building's fire strategy (tick one):

- ☐ Everyone leaves when the alarm sounds
- ☐ Stay put unless the fire is in your home or reaches you

MAP KEY

- EXIT — Fire exit
- Escape route
- Alternative route
- Fire extinguisher
- Fire alarm call point
- First aid
- Assembly point
- You are here

ASSEMBLY POINT

_____

EMERGENCY CONTACTS

Emergency number: _____

Person in charge: _____

Fire warden: _____

First aider: _____

Plan made by: _____ Last checked: _____ Next review: _____

Make yours from your floor plan at evacplangenerator.com