



Building Evacuation Response

www.ocfa.org

A disaster usually strikes with no warning, providing minimal time to issue an evacuation warning. You should be prepared and know what to do in case of a fire, remember the acronym RACEE:

Rescue	Remove anyone in immediate danger (if you are able to safely)
Alarm	Activate the fire alarm <u>and</u> dial 9-1-1
Confine	Close the door to the fire room
Evacuate	Follow escape routes
Extinguish	Use a fire extinguisher (if you're able)

Building Evacuation

- **Feel the door first for heat** – do not open a hot door.
- If the **door is cool**, **grab your kit** and follow your building's emergency action plan.
- **Take your cell phone and room key**, in case you are driven back by smoke.
- **Close all doors** behind you.
- **Move to areas** as directed by authorities or voice alarm system.
- If you encounter smoke, **crawl below the level of the smoke** or try your secondary exit route.
- **Never use the elevator.**
- When you reach the exit stairs, **continue down to the ground floor** and leave the building, unless you are directed to another location.
- Once outside, report to your assigned assembly point.
Do not go back inside.



www.ocfa.org

Sheltering In Place

- If stairwell is uninhabitable, return to your room or go to a floor where the air is clear and the alarm is not sounding.
- Notify the fire department of your location.
- Seal cracks around the doors and vents with wet towels or sheets.
- Fill the bathtub with water and use trash cans or ice-buckets to throw water on hot surfaces.
- Occupants with special needs may be directed to a safe refuge area.

Special Assignments may be designated in your emergency action plan, including:

- Building Fire Safety Director.
- Building-representative to meet emergency responders with information.
- Floor Warden and Assembly Point Manager to assist with evacuation.
- Building Engineer or Fire Systems Specialist to assist in Fire Control Room.
- Assistants for occupants with special needs.

Make a Kit – Make a Plan

Get involved and participate in training.

For more information see your supervisor or building manager
or call OCFA at (714) 573-6200.



For More Information

Orange County Fire Authority
www.ocfa.org

Red Cross Orange County Chapter
www.redcross-oc.org

Orange County Ready
www.ocready.com