

# Be Prepared!

● **Know how to report** a fire, chemical spill, accident or other incident, and to act quickly. Your fast action could save lives.



● **Recognize** the sound of the emergency alarm.

● **Know your responsibilities** for shutting down operations or systems.



● **Know where to find** first-aid supplies and fire extinguishers.



● **Alert** other people around you to evacuate.

● **Follow** your assigned evacuation route and meet at your assigned assembly point. Practice evacuating now. In a real emergency it might be dark, smoky, etc.

**If you have emergency response responsibilities,**

follow your company's instructions on where to go and what to do.



# Number, Please!

**Whom should I call in an emergency?** (Fire marshal, first aid/CPR person, etc.)

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**Where are the first-aid kits?**

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**What are my emergency responsibilities (or should I just evacuate)?**

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**Where are the fire extinguishers?**

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**What is my evacuation route?**

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**Where do we assemble?**

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**Other key emergency information:**

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