# FIRE ALARM DIRECTIVES

Institute of the Biophysics CAS, v. v. i., Královopolská 135, 612 65 Brno - Žabovřesky

The Fire Alarm Directives define the duties of employees and persons in the event of fire and the execution of rapid and effective intervention in the event of fire or another emergency.

## Any person who sees fire is obliged to

- take the necessary precautions to rescue people at risk,
- · extinguish the fire, if possible, or take the necessary measures to prevent it from spreading,
- report promptly the fire detected or arrange for its report

## Fire service

**№** 150 or **№** 112

and report: where is the fire (the exact address) - what is on fire - who is calling - hang up and wait for return verification.

#### How to issue a fire alarm

In an endangered area, call "FIRE!"

In other buildings of the Institute of the Biophysics, the fire alarm will be announced via telephone by the reception/gatehouse staff

## Post-fire alarm obligations:

#### Head of Department:

Ensures power and gas shutdown and, if possible, ensures removal of flammable components that may increase the risk of spread of fire. He/She is also responsible for the evacuation and the abandonment of the endangered areas. He/She shall report the above mentioned to the commander of fire brigade, with whom he/she cooperates per request. Individual supervisors check the number of their staff and visitors of the institute, ensure order and security of the material being taken out.

#### **Employees and others:**

All staff shall calmly leave the facility. Employees or visitors of the institution located in areas at risk shall remain calm, leave the building quickly and gather in the parking lot in front of the main building of the institute so as not to hinder the firefighting work.

# Upon arrival of the fire-fighting intervention unit:

Everyone shall fully obey commands of the fire brigade commander, who decides on further involvement of people in further actions. Others are obliged to stay outside the endangered areas and not to hinder the firefighting work.

# Important phone numbers



INCHAINT WIT



S.O.S

FIREFIGHTERS 150

**AMBULANCE 155** 

**CZECH POLICE 158** 

INTEGRATED RESCUE SYSTEM 112

Brno

Hospital 543 215 555 Czech police / Municipal Police | 974 624 403 / 156

Water 543 212 537 Electricity 800 225 577

Gas 1239

Approved by: doc. RNDr. Eva Bártová, Ph.D.

director

BRNO on 27. 11. 2017