



Fire Emergency Plan		Simultaneous Emergency Evacuation: 'Get Out, Stay Out'	
Management company		X Building, Liverpool Residential Management Group Limited: 0345 002 4444	
Effective date of Emergency plan		November 2021	
In the event of Fire		Action	
How people will be warned if there is a fire.		Independent fire alarm systems are fitted in the common areas of each block and the car park that will give warning of fire in these areas only. An independent smoke detection and warning system should be fitted within each flat that will provide warning within the single flat only.	
If a fire breaks out in your home		Verbally raise the alarm by shouting "Fire" Warn all persons within your apartment and leave together. Where possible turn off your cooker or oven. Where possible close windows and doors, especially the front door. Do not attempt to put out the fire. Leave the building and activate a fire alarm manual call point on route to the nearest available exit. Do not use the lifts. Move to a safe assembly area outside and away from the building. Call the fire service.	
If you see or hear of a fire in another part of the building		The evacuation plan for this building requires all residents to proceed to a safe fire assembly point when the fire alarm is raised. You must also leave immediately if smoke or heat affects your home, or if you are told to do so by the fire and rescue service. If in doubt, get out and move to a safe fire assembly area outside and away from the building.	
Hearing the alarm (relevant persons who may be elsewhere in the building)		Evacuate the building by the nearest available escape route. If you have visitors or contractors with you, instruct them to follow you. Leave the building by the nearest available exit and move to a safe assembly area outside and away from the building.	
How will the emergency services be notified and who is responsible		The person finding the fire will dial 999 or 112. When the operator answers, give your telephone number and ask for FIRE. When the fire service replies give the address of where the fire is. Do not end the call until the fire service has repeated the address correctly.	
Arrangements for the safe evacuation of people identified as being especially at risk		Details of any individuals with special needs should be held in a Premises Information Box located at the entrance to the appropriate block.	
Plans to deal with persons once they have left the premises		All evacuated persons should remain at the safe assembly point. No individual should re-enter the building for any reason until they have been instructed to do so.	