

Fire Emergency Plan	
Management company	One, The Brayford (264001)
Site address inc postcode	20 Brayford Wharf North, LINCOLN, LN1 1BN
Managing agents	Residential Management Group: Tel- 0345 002 4444
Effective date of Emergency plan	February 2026
In the event of Fire	Action
How people will be warned if there is a fire.	An automatic fire alarm is installed throughout the building and extended into flats that will sound on detection of any fire. Independent smoke detection and warning system is 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" and break the nearest "break glass" call point. 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. Do not put yourself at risk. Leave the building by the nearest available exit and move to a safe area, at least 50 metres away from the building. Do Not use the lift. 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 area, at least 50 metres away from the building , when the fire alarm sounds, or if you hear a vocal warning. You must also leave immediately if smoke or heat affects your home or, if you are told to do so by the fire service. If in doubt, get out and move to a safe area at least 50 metres 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 and move to a safe area, at least 50 metres away from the building . If you have visitors or contractors with you, instruct them to follow you.
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 where the fire is (see above) 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 persons with special needs maybe kept near the entrance for easy identification by the emergency services.
Plans to deal with persons once they have left the premises	All evacuated persons should remain at the safe area. No person should re-enter the building for any reason until they have been instructed to do so by the fire service.