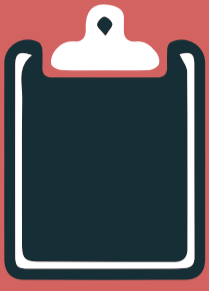


# FIRE SAFETY

## PROCEDURES FOR THE WORKPLACE

**1** Frequently review your workplace risk assessments and emergency plans



**2** Make sure your fire detection system is working effectively



Ensure that everyone in the workplace understands how to activate the fire extinguishers

**3**

**4** Make sure that fire marshals are trained and all up to date



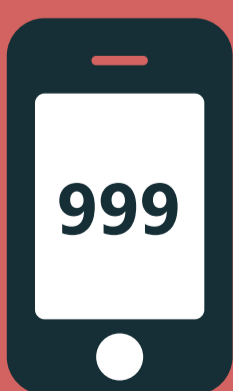
Switch off electrical equipment when not in use

**5**

**6** Ensure that fire exits or extinguishers are not blocked

Make sure that staff and visitors know the evacuation procedure and the assembly route

**7**



Be sure to call 999 in the case of an emergency

**8**