



UPPSALA  
UNIVERSITET

# Evacuation plan

## Department of Information Technology

### **When the alarm signal sounds**

Use *the nearest* exit and go to *the nearest* meeting-place.

**Note! The elevators mustn't be used during evacuation!**

Don't get back into the premises before the responsible co-ordinator gives the ALL-CLEAR!

### **Evacuation and search of the premises**

Stop all activities immediately!

All teachers who are having a class when the alarm signal sounds are responsible to make sure the room gets evacuated.

Please check that the rooms that you pass on your way to the exit are empty. Also remember to check the toilets and rest rooms (vilrum).

Help persons with a disability to get safe either by helping them down the stairs or moving them into a so called safe fire cell. Go to meet with the Rescue Service when they arrive and inform them about where in the building the disabled person is located. They will then go and help the person to get out of the building in a safe way.

### **Meeting-places**

#### **The lawn in front of building 1, 2 & 4**

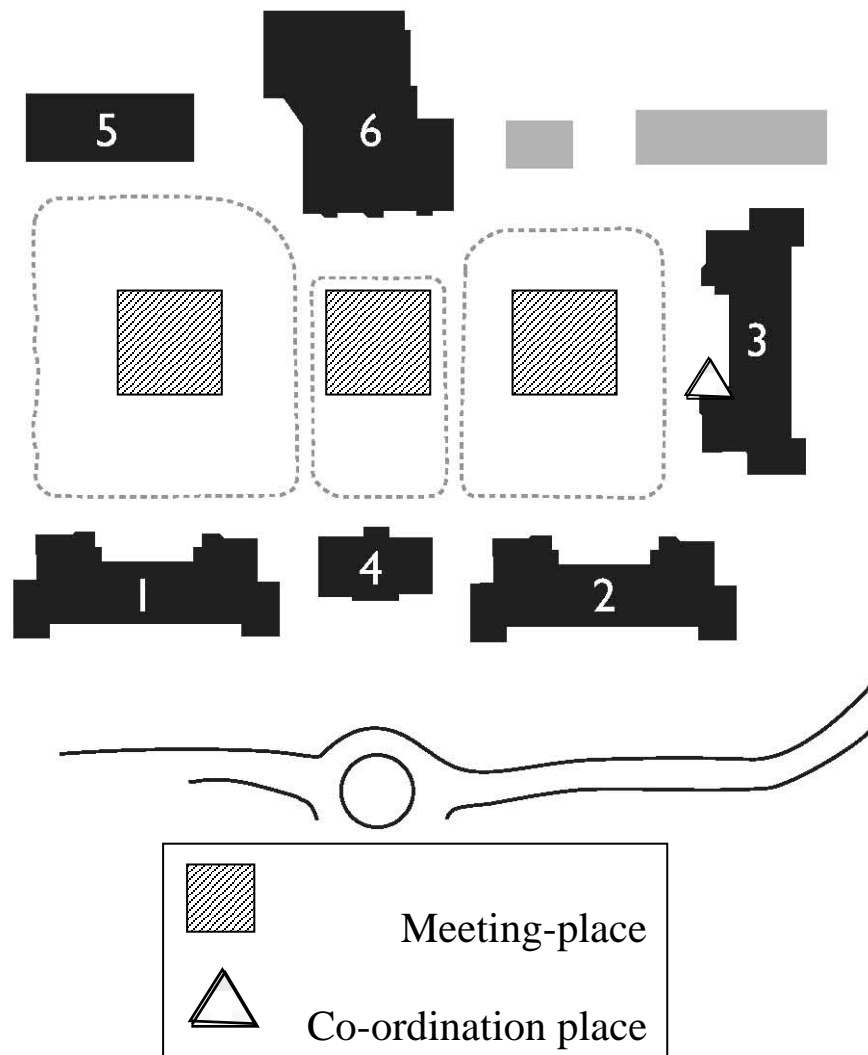
Co-ordination between the different meeting-places will be done.

### **Co-ordination place**

The entrance at Building 3 is where the Rescue Service will go to get information when they arrive. The coordinator shall immediately go there as soon as the alarm sounds.

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### **Let the Rescue Service come through!**

Make sure that the Rescue Service will be able to get through.  
Don't stop on the asphalted areas outside the buildings!

**Don't get back into the premises before the  
responsible  
co-ordinator gives the ALL-CLEAR!**