



UNIVERSITY OF HAWAII
John A. Burns School of Medicine at Kaka'ako

EMERGENCY PROCEDURE

FIRE (and Evacuation):

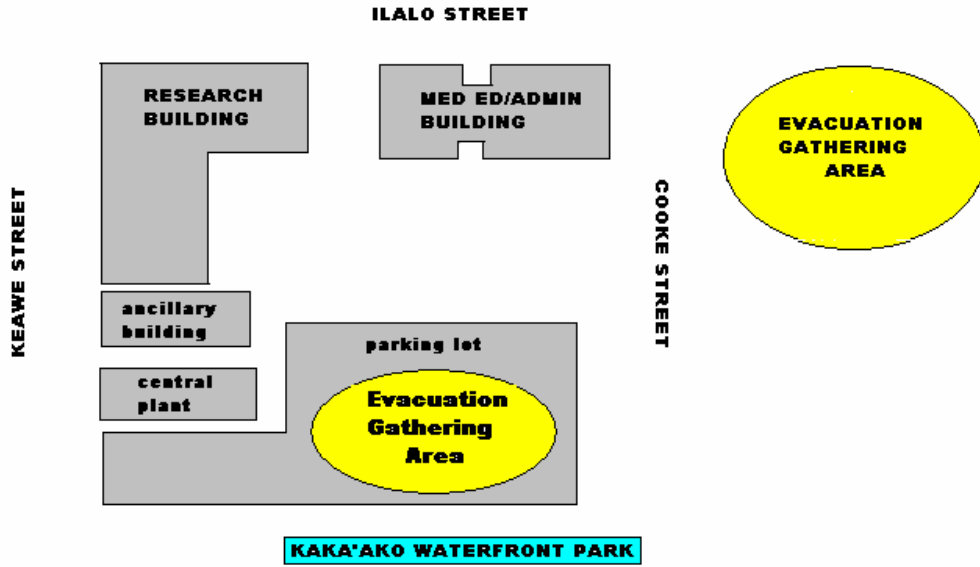
If a fire is detected within a JABSOM Kaka'ako building, these procedures are to be followed:

1. Verbally notify others in the nearby area that there is a fire.
 - If the fire is small, you have been trained to use a fire extinguisher, and you have an unobstructed exit pathway, you may attempt to extinguish a small fire if you can do so safely.
 - **DO NOT** attempt to extinguish a fire if all three of the above criteria are not met and/or if you do not feel safe doing so.
2. Sound the building's fire alarm at the nearest alarm pull station.
3. Evacuate the building using one of the emergency fire EXITS (to locate, follow the illuminated "EXIT" signs). **DO NOT** use the elevator or main lobby stairwell.
 - Assist any physically challenged people to the stairwell landing in an emergency fire exit.
 - Leave them at the stairwell landing so that trained personnel can return to move them safely.
 - Continue to evacuate the building.
4. Once outside of the building, proceed to the predetermined "Evacuation Gathering Areas".
5. Call the Fire Department (911) if they have not been notified yet.
6. Notify emergency services (HFD or HPD) of any physically challenged people still in the building or if you believe that someone is missing.
7. **DO NOT** return to the building until the Honolulu Fire Department or Honolulu Police Department say you may go back in.

EMERGENCY PHONE NUMBERS:

Honolulu Fire Department: 9-911, Honolulu Police Department: 9-911

**UH JABSOM AT KAKA'AKO
EVACUATION GATHERING AREA**



EMERGENCY PHONE NUMBERS:

Honolulu Fire Department: 9-911, Honolulu Police Department: 9-911