**A1 Group**

**Emergency Evacuation Procedure**

**Action of Hearing Alarm**

**Leave the building by the nearest fire exit**

**Call the fire brigade by mobile phone (after leaving the building)**

**Action Completed!**

**Report to the assembly point**

**Liaise with the fire brigade on their arrival**

**Do not re-enter the building**

**If fire in bottom yard (metal crushing and recycling area) muster station at top of the slope next to tyre bay**

**NB Assist any disabled persons with their evacuation as necessary**

**Total site / office evacuation is outside main gates to the site**

**NB Ensure all visitors and contractors are taken to the assembly point**

**Leave the Yad area immediately do not return until told to do so by Fire Marshal**

**Do not re-enter the building or yard area until told to do so by Fire Marshal**