**If you detect a fire**

1. **Warn everyone in the building**
   * Make sure that everyone understands the situation
2. **Evacuate the building**
   * Go to a pre-determined meeting point
3. **Call the fire brigade by dialing 1-1-2** and give the following information
   * What has happened
   * Are there any casualties – how many
   * Your location – the address you are calling from
   * Address: ***XXXXXXXXX***
   * The phone number you are calling from
4. **Try to extinguish the fire –** if it is possible to do it in a safe way
   * Close doors to confine fire and smoke
5. **Contact the fire brigade upon their arrival and give the following information:**
   * Are there any persons in the building – where?
   * Where is the fire?
   * What is on fire?
   * The best access way to the fire