**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