

**JSUMC - Laboratory
Mehandru – Third Floor
FIRE EMERGENCY CHART – DAY SHIFT (7am - 3pm)**

IMMEDIATELY, IF YOU DISCOVER FIRE, HEAT OR SMOKE:

Activate the nearest fire alarm boxes within the lab:

- a) by the chemistry refrigerator behind the big AC and the power processor aliquorer module
- b) by the lounge door,
- c) in front of the microbiology main door,

and announce “**Code Red**” and give location Telephoning Switchboard @ # **88**

Remove from immediate danger any persons in close proximity to the fire or smoke.

Close all doors and operate fire extinguisher as directed by the Lab Fire Response Team Leader, if the fire is small and conditions are safe.

Evacuate Lab, using safest exit; go to central meeting place, perform roll call and ensure all persons are accounted for. Search all rooms including bathrooms

DESIGNATED LAB FIRE RESPONSE TEAM LEADER:

Regular: Director

Alternate: Technical Supervisor/Safety Officer

Evacuation Assembly Place: (EAP)

Primary - Brennan and Mehandru corridor. – Past smoke doors

Secondary- Ackerman by the Old trauma elevator corridor – past smoke doors

If evacuated via Stair L – Courtyard, notify Security of roll call status so they can radio information

The following staff members are designated as Searchers, they are to search bathrooms and assist the fire response team leader:

Regular: Technical Supervisor

Alternate: Safety Officer/Team Member

The Lab Fire Response Team Leader shall designate a staff member to be in possession of the **Work Schedule**, to account for all staff at the designated meeting place after evacuation.

Regular: Technical supervisor

Alternate: Safety officer/ Team Member

The Lab Fire Response Team Leader shall appraise the Hospital Fire Response Team Leader / Fire Department upon their arrival of:

Existing fire conditions

Status of the evacuation and any possible trapped or missing persons

Any other pertinent information

Staff: Approximately - 55 people