



### **Important Fire Safety Information**

Fire emergency procedures are posted on the back of the main door in every apartment. Please read these carefully and note the location of the fire extinguishers and emergency exits. There are at least two fire drills during the year and your participation is compulsory. Failure to evacuate the building when the fire alarm is ringing will result in disciplinary action.

General Fire Safety Never tamper with the firefighting equipment (e.g. the fire extinguisher, fire blanket, etc.) or the alarm system (smoke detectors, the red fire buttons).

Do not tamper with, or prop open, the doors within the Accommodation Blocks. These are fire doors. Special instructions for escape in the event of fire are posted on the back of each apartment door.

Smoking is not permitted in any part of the Halls of residences.

Fire alarm, heat sensors and smoke detection systems are installed throughout residences. These systems are tested on a quarterly basis and access is required to all rooms fitted with detectors. Testing periods will be advised in advance on the notice boards in each house. Residents must participate in fire drills irrespective of false alarms. Treat all fire alarms as an emergency. If you hear the fire alarm, exit the building as quickly as possible without running or panicking.

In the event of a fire DO NOT use the lifts/elevators. Fire extinguishers are on hand on each of the corridors and in each kitchen. Each kitchen also has a fire blanket. Every apartment has fire safety instructions in the kitchen and hallway with directions to the fire assembly point.

GHR operate a zero tolerance approach to those who tamper with emergency equipment.

[‘Office Mode \(button key\)’ / Office Mode \(card key\)](#) exists on your key/door to allow you to keep your bedroom door open if you wish. Do not prop open doors with fixtures or fittings. Office Mode only works on bedroom doors, it does not work on main apartment doors.

### **Block Alarm**

A Block Alarm is an extremely loud alarm which when activated, will sound throughout your block, not just in your apartment. In the event of a Block Alarm please proceed immediately to your designated assembly point (Point C for Block 1; Point B for Block 2) and wait until Security conduct a head count. Do not enter your building at any point for any reason until advised it is safe to do so.

### **Apartment Alarm**

An apartment alarm is an alarm localized to your apartment. If your apartment alarm – a far lesser tone, emanating from your smoke alarm on your ceiling – goes off, please stay in your apartment and

wait for Security. If you believe it is not safe to wait, that you are at risk, by all means exit and advise Security via 0868182370 that you have left the apartment.

Your lease agreement ([available here](#)) contains an abundance of information regarding fire safety.