



If you require special assistance during a fire alarm, please complete the information in the form found at the following link. The form is voluntary and the information provided is confidential and will only be used in the event of an emergency.

<http://www.utm.utoronto.ca/housing/emergency-preparedness-form-special-assistance>

Upon Discovery of a Fire:

1. Leave the fire area.
2. Activate fire alarm system using manual pull station.
3. Close all doors behind you.
4. Leave via nearest exit.
5. Call the Fire Department (Dial 9-1-1) from a safe place.
6. Do not return until the Fire Official has declared the situation safe.

If a Fire Alarm is Heard in Your Area:

1. Proceed to the nearest exit.
2. Assist other occupants to evacuate the building.
3. REMAIN CALM.
4. Follow supervisory staff direction.
5. Do not block fire route.
6. Do not return until the Fire Official has declared the situation safe.

If you Become Trapped in an Area/Unable to Leave an Area:

If you cannot leave your area, or have to return to it because of heavy smoke or fire, remain in your area and:

1. Close the door.
2. Unlock the door in the event fire fighters may need to enter your area.
3. Seal all cracks where smoke may get in by using wet towels or sheets (eg. Under the door, air conditioning and heating vents).
4. If you require assistance for evacuation, dial 9-1-1 (if a phone is available) and tell the Fire Department where you are. Signal to the fire fighters by waving from a window (if available).
5. Crouch low to the floor if smoke comes into the room.
6. Move to the most protected part of the room.
7. Remain calm and wait to be rescued.

General:

Occupants are advised to:

- Be fully acquainted with the fire protection installations that are provided for your safety.
- Know where pull stations and fire exits are.
- Call the Fire Department at 9-1-1 if you need emergency assistance.
- Know the address – Roy Ivor Hall Residence Building at 3359 Mississauga Road, Mississauga, Ontario.

