

General Emergency Procedures

- 1) Cease what you are doing immediately and alert everyone in the area.
- 2) Turn off equipment if possible.
- 3) In case of fire:
 - Move towards exit doors. Take note that a class ABC fire extinguisher is located to the right of the door as you exit. There is another ABC fire extinguisher in the hallway outside the lab, across from the men's washroom.
 - If it is safe to do so, turn left and go along the north corridor of the building to the north-east stairwell. Pull fire alarm on the wall at the top of the stairwell. Exit the building via the north-east stairwell. Do not use the elevator.
 - If the primary exit route is unsafe, go down the west corridor. Pull the fire alarm near the south-west stairwell and exit the building via the south-west stairwell.
 - Use a fire extinguisher only after you have pulled the alarm, and only if you feel that the fire is small enough to be safely extinguished (smaller than a basketball).
 - If fire is too large to be easily contained by fire extinguisher or if volatile or toxic chemicals are present, do not attempt to extinguish the fire yourself. Exit the laboratory, pull the fire alarm, and leave the building.
 - Once outside, dial 911. Meet the fire department at the entrance of the building and explain the nature of the fire and identify all possible associated hazards such as toxic fumes, chemical spills, radioactivity etc.
 - Fill out an accident/incident report.
- 4) In case of a chemical spill:
 - Follow guidelines in the laboratory manuals for chemical spills.
 - A spill kit is located outside the laboratory in the east hallway across the hallway from room 226.
 - Priorities in the event of a spill are:
 - 1) People
 - 2) The Environment
 - 3) Property