

DEPARTMENTAL UNIT SPECIFIC FIRE PLAN BUILDING "AST"

Department	Floor Level
Department Head	Telephone No.
Supervisor	Total No. Of Staff
DSO/Fire Warden	Total No. Of Room/s
Unit/Section/Ward	Functional Services

FOR FIRE: FOLLOW THE R-A-C-E PROCEDURE

RESCUE	Rescue/Remove any person/s in imminent danger - if safe to do so
ALARM	Activate the Alarm by Shouting verbal calls "CODE RED", Dial 4444, Pull / Press Manual Alarm (pull/press glass station)
CONFINE	Confine the fire affected area by closing ALL the Doors & Windows in and adjoining the affected area (but do not lock them) to prevent the spread of smoke and flame; Place Blanket under closed door protecting the safe area.
EXTINGUISH	Extinguish the Fire if safe to do so. Use the Fire extinguisher and follow the P-A-S-S procedure. Pull the ring pin; Aim at the base of the fire (stand 8 feet away); Squeeze the handle and the level together Sweep from side to side If the fire cannot be extinguished closed the room door on fire and Evacuate horizontally beyond a fire door to a safe area.

FIRE SAFETY SYSTEM EQUIPMENTS	LOCATION OF FIRE EXTINGUISHER	
Fire Extinguishers: Types: ABC & CO2	CO2 near Rm 4501, ABC near Rm 4506, ABC near Rm 4510, CO2 Pharmacy Cor. ABC Entrance Pharmacy Store Room ABC Rear of the Pharmacy Store Room	
Manual Call Point (MCP) Fire Alarm	Corridor Entrance of Inpatient Pharmacy	
Safe Area Of Refuge - Fire Doors	Elevator Lobby Exit 6, Laboratory Waiting area, Corridor near entrance of Inpatient Pharmacy	
Emergency Exits – Primary Routes	Exit # 6 Going down to the outside and to ER Assembly point # 1	
Emergency Exits – Alternate Routes	Exit # 1 Going down to the Administrative Parking Assembly Point # 3	
Fire Assembly Point - Internal	Elevator Lobby exit # 6, Laboratory Waiting Area, Corridor Main Entrance Of Pharmacy	
Emergency Assembly Point - External	Primary: ER/Casualty Parking Emergency Assembly Point # 1	Alternate: Administrative Parking Emergency Assembly Point # 3

IMPORTANT SAFETY REMINDER

Ensure that all patients dependent on central medical gases are supported from portable cylinders. Oxygen and other medical gases must be turned off in the event of a fire in the fire affected/immediate area (ensure proper coordination before shutting down central medical oxygen supply). Only the designated personnel should shut off the oxygen after assessing the situation. Charge Nurse of the unit or most Senior staff member Maintenance In-Charge/Medical Gas Technician, Safety Officer.; respectively.

In inpatient care areas where wall mounted Alcohol-based hand-rub are presents in rooms, corridors, and areas open to corridors, the **alcohol bottle dispenser will be removed** in the event of a fire in the immediate area. Removal procedure shall be assigned to designated staff member of the ward.

In the event of CODE RED situation, portable OXYGEN Cylinders will be remove in fire affected area and safely kept to the safe area of the next fire door where it will not create obstruction to the responding team.

IF "CODE RED" PAGING IS HEARD AND NOT IN THE AREA OF WORKPLACE

Be prepared to initiate RACE Action Plan when the need arises.

Prepare to evacuate and wait for instructions through the public address system or from Hospital Fire Team