

- Raise the alarm by using the nearest fire alarm call point.
- Inform staff of the location of the fire.
- Leave by the nearest fire exit.
- Proceed directly to the closest assembly point.
- **DO NOT** use the lift.
- **DO NOT** rush.
- **DO NOT** stop to collect personal belongings.
- **DO NOT** re-enter the premises.
- **OBEY** the instructions of the staff.

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