



Fire Evacuation

Know your building's fire evacuation procedure

If you hear a fire alarm going off:

- Follow the evacuation procedure for your building
- Know where to go
- **Do not** go back to your flat
- Familiarise yourself where the exits of the building are - there may be more than one
- Follow the signage for your building
- Ensure you are safe before raising the alarm
- Call **999** and ask for **fire**
- Ask Thirteen's Building Safety team or Building Support team for any fire safety advice.

If you discover a fire in your flat:

- **Do not** attempt to fight the fire
- Leave your flat, close all doors behind you
- **Do not** stop to collect personal belongings
- **Do not** re-enter the building until you are told that it is safe to do so
- If you can't get out of the building un-aided, please tell us - we need to know.

If you find any faults or defects within the building please report them to us, such as:

- Fire doors that do not close behind you
- Any lights that are out
- Detectors that are faulty
- Signage that is damaged or missing.

Contact us

If you require any further information, please contact a member of the team on:



☎ 0300 111 1000

✉ buildingcompliance@thirteengroup.co.uk

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