

FIRE EVACUATION PLAN

In an effort to increase emergency preparedness in our buildings, Fire Evacuation Plans have been developed for these buildings and each residence hall. The International Fire Code, New Jersey Edition requires that each occupant review the plan and become familiar with the requirements contained.

The Fire Evacuation Plans contain information on what to do in case of a fire in your building and should be reviewed by all employees and students. To access the Fire Evacuation Plan for the building to which you are assigned, please visit <http://myrehs.rutgers.edu> and log in with your RU NetID and Password

Upon hearing a building fire alarm signal, which could be a bell, horn, or voice message immediately begin evacuation. Close the doors behind you. Use the nearest safe exit, but **DO NOT** use elevators. Full evacuation of the building is required upon an activation of the fire alarm system. Once you have evacuated the building, re-entry is permitted only after approval from the appropriate emergency responder (e.g. Emergency Services, municipal Fire Department or other mutual aid responder).

When leaving the building, assemble in an area established by the specific evacuation plan for your building (if required), area designated by your supervisor, or 100 feet from the main entrance of the building where you will not hinder the approaching firefighters and apparatus. Upon arrival at the assembly point, a survey of staff members/students/visitors present shall be conducted to determine if anyone failed to evacuate the building. If anyone is discovered to be missing, immediately report that information to the Emergency Responders (Police, Fire or Emergency Services).

If caught in smoke or heat, stay low where the air is better and attempt to reach a safe exit or area of refuge.

Know the location of all exits from your building. All required exits in University facilities are properly marked with illuminated EXIT signs and directional arrows.

During an emergency event, the Department of Emergency Services, RUPD and municipal emergency departments, as necessary, will be responsible for rescue and emergency medical aid.

If you have any questions regarding Fire Evacuation Plan, please contact Rutgers University Emergency Services at 848-932-4800 or visit rues.rutgers.edu