



HSC EMERGENCY EVACUATION GUIDE

The Health Science Center (HSC) complex with five Network levels, Basic Science and Clinical Sciences Towers, has very unique safety features that safeguard occupants in the event of a fire. A fire alarm system will notify occupants of the need to evacuate for a fire emergency. There are also engineered passive fire protection systems, such as fire walls, that allow some building occupants to remain on separate fire floors, while others evacuate the facility. It is not always feasible or necessary to have the entire population of the building egress to the outside for a fire alarm or small, controllable fire that is not on their fire floor. The impracticality of moving large numbers of people for routine situations necessitates other procedures to be put into place. This guide will help explain the concept of “evacuate-in-place” as well as try to clarify the fire alarm signaling system within the complex.

Fire Alarm Notification System

The fire alarm system uses a combination of bells and chimes that are used to indicate different actions required of the occupants. Currently, the fire alarm has mechanical bells in most areas, along with newer electronic bells in areas that are being renovated and upgraded with new ADA compliant systems. Both systems operate under similar concepts, but the signaling devices differ slightly. For this reason, you must be familiar with both to understand how you must respond when they sound.

- √ Bells: Warn you that a fire condition was detected on your floor
- √ Chimes: Alert you that a fire alarm has activated on some other floor.
- √ Strobe lights: Strobe lights, where provided, will activate on the floor where a fire condition exists.

Existing fire alarm system activation:

- Bells (clapper type) ring on fire floor
- Chimes (mechanical type) sound in all areas
- No strobes on existing fire alarm



New fire alarm system activation:

- Bells (electronic type) ring on fire floor for 60 seconds followed by 30 seconds of chimes (electronic type) followed by bells
- Chimes (electronic type) sound in all areas for 30 seconds only
- Strobes flash on fire floor only

Evacuation Procedures

The fire alarm system described above was set up so that only individuals on the fire floor will be required to evacuate. Each floor is fire barrier separated from the adjacent floors, forming safe havens from a fire incident so that people can “standby” awaiting further instruction from fire officials. Remember, bells will ring only on the fire floor that needs to be evacuated.

- √ Bells sound: Everyone immediately evacuate! Move to the outside by the closest exit and gather at an assembly point. If in the towers, evacuate two floors down via the stairway.
- √ Chimes sound: Chimes are letting you know that there is a fire situation on another floor. Remain in place and await further instruction.

Assembly areas for the HSC will be the HSC parking garage or tunnel to the West campus, whichever is closer to your exit

General Fire Evacuation Guidance

Preplan Your Escape:

- √ Know the location of fire alarm pull box locations.
- √ Make sure your floor has at least two unobstructed ways out.
- √ Check the fire exits to make sure they are usable.
- √ Do not use the elevators. They could become disabled, trapping you on the fire floor.
- √ Know the location of fire rated stairwells that will provide a protected path all the way to the outside.
- √ Post emergency numbers near all telephones.
- √ If you have fire blankets in your area, know how to use them.



If There is a Fire or Fire Alarm: **EVERYONE EVACUATES!**

- √ If you discover a fire or smoke condition, sound the building alarm by activating the nearest pull station. Make a follow-up call to University Police at x333 (632-3333)
- √ Whenever you hear the fire alarm sound, **LEAVE IMMEDIATELY!** Don't assume the fire alarm is false or a test and wait to see what others do. In a fire seconds count.
- √ Try to help others, if you can do so safely.
- √ Unless conditions dictate otherwise, the best evacuation route is the nearest stairway and out the nearest exit.
- √ When leaving, close (do not lock) the door behind you. If the door locks automatically, take your key with you in case you need to get back in for refuge.
- √ Once outside, meet at your assembly point and take a head count to make sure everyone is out and accounted for. Never attempt to re-enter the building to search for someone missing – let fire or police officials know.

A background image of a fire with a white text box overlaid. The text box contains the following text:

Bottom line is that each person has an individual responsibility to preplan how to get out of their work area should the fire alarm sound. Know your closest emergency exit – it's probably not the one you use to get to work every day. Each person is also responsible to evacuate when the bell sounds. Don't wait for someone to tell you what to do. The only people remaining in the area of the fire bell should be fire officials. No excuse is so important that it could cost your life.