

# Emergency Evacuation Plan

**Fire Safety Instructions:** Please Read Thoroughly  
**Proceed to safe Evacuation Location:** RISD Beach



## If a fire is in the room

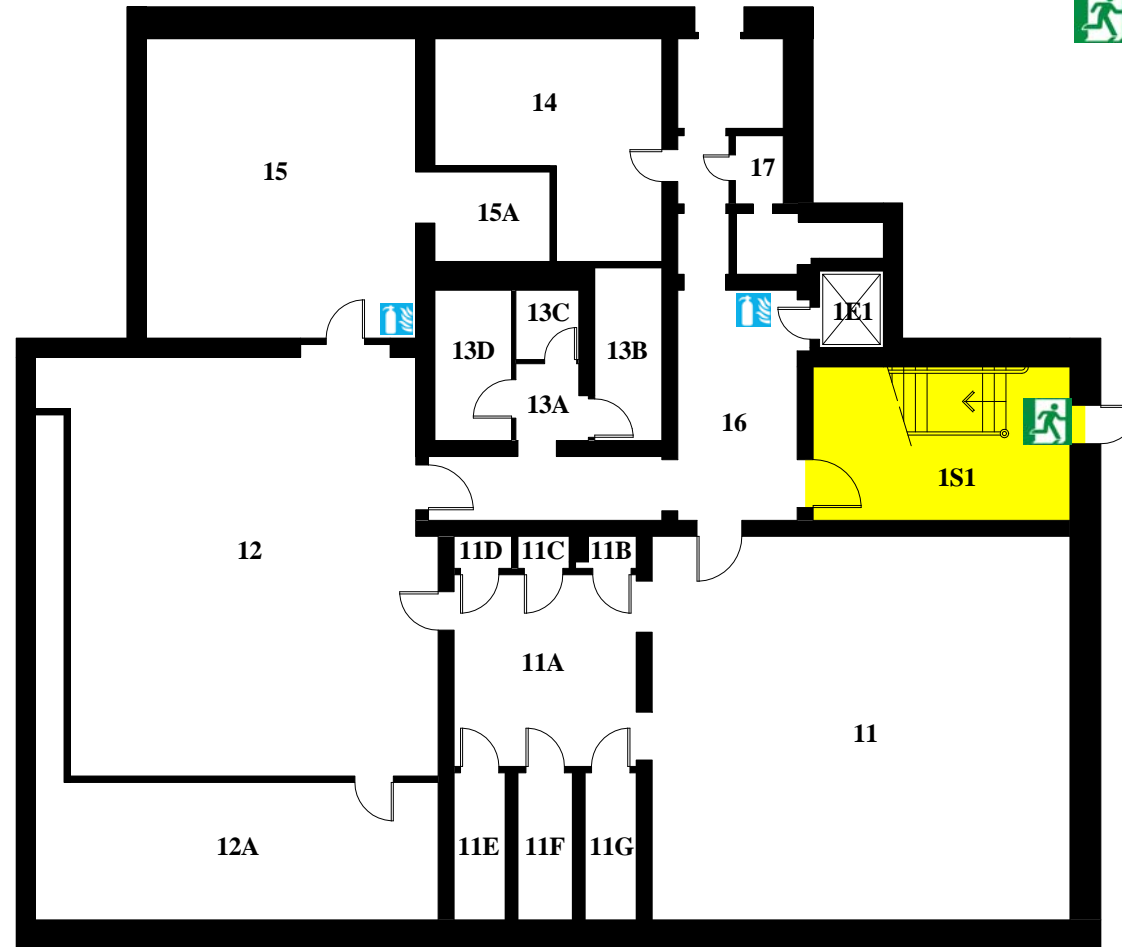
1. Leave the room immediately, take your access card/key if possible.
2. Close the door behind you.
3. Pull the nearest fire alarm pull station.
4. Exit through the nearest fire exit.
5. Call RISD Public Safety from a safe location at (401) 454-6376.
6. Stay outside the building.
7. Direct emergency personnel to the fire.

## If a fire alarm sounds

1. Get your access card/keys, shoes, and coat if possible.
2. Feel all doors before opening; if hot, do not open, return to a safe location.
3. Notify RISD Public Safety at (401) 454-6376, give them your location and place a wet towel at the base of the door.
4. If the door is cool, exit and close behind you.
5. Never ignore an alarm.
6. Never use an elevator during an alarm.

## Reminder

1. Smoke and heat rise; stay close to the floor if your escape route is smoke-filled.
2. Always know two exit routes, in the event that one is blocked.
3. If necessary, instructions will be announced via the fire alarm system.



<b>Date:</b>	1/25/2017
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Rhode Island School of Design  
 13 Waterman Street  
 Providence, RI  
 401 454 6100 Main  
 401 454 6376 Public Safety

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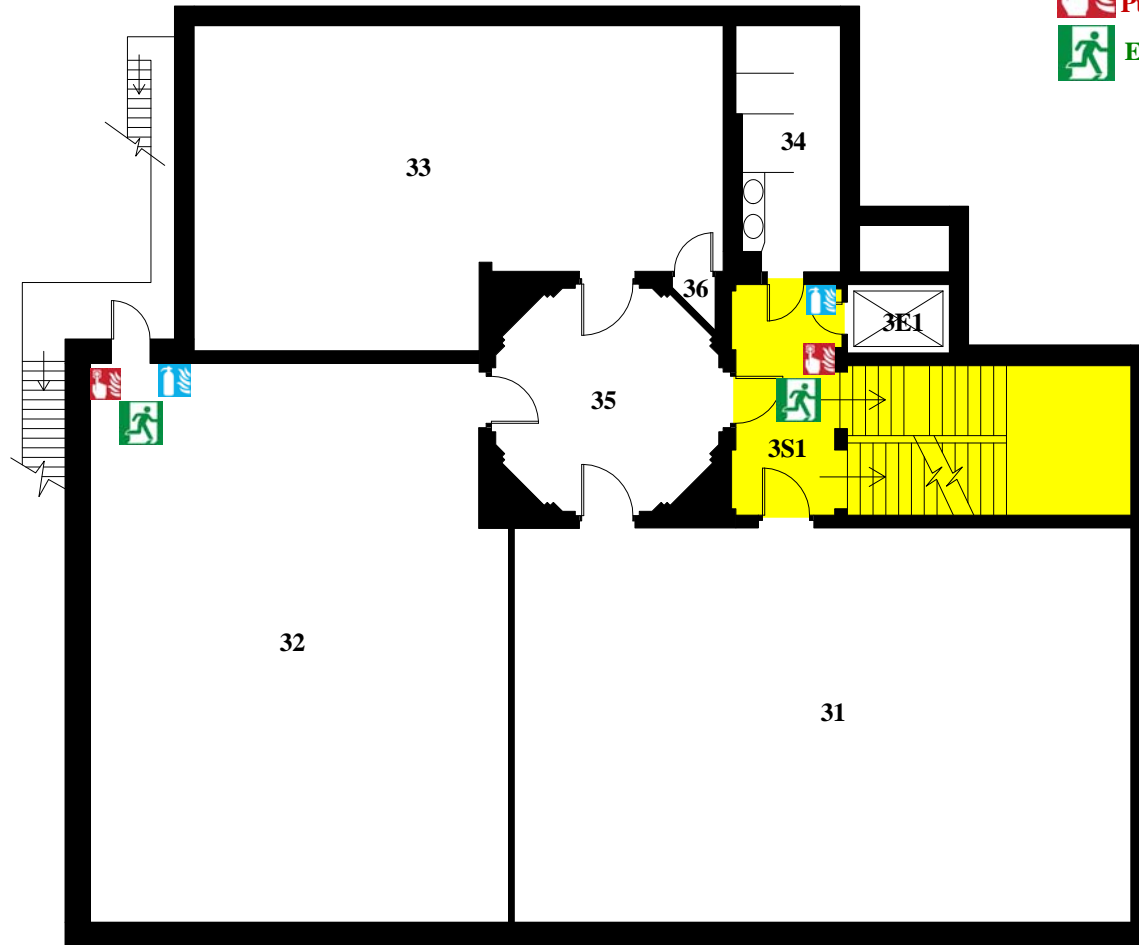
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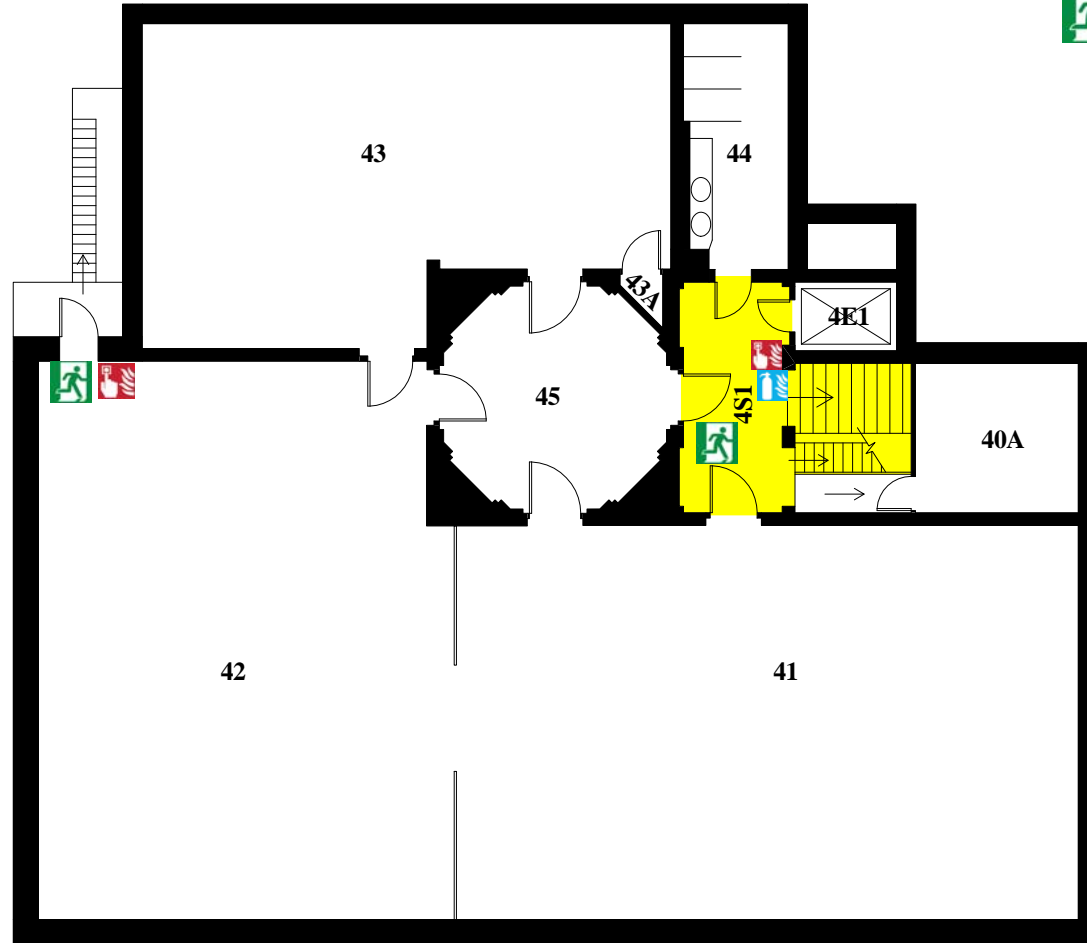
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