

Fires can damage or destroy buildings, equipment, vegetation and livestock.
Fires can injure people through burns or smoke inhalation.

Contact information

Emergency services	Fire/Police/Ambulance	111
Medical centre / Doctor		
Worksafe	Regulator	0800 030 040
First aid trained person		
Manager		
Electricity supplier		

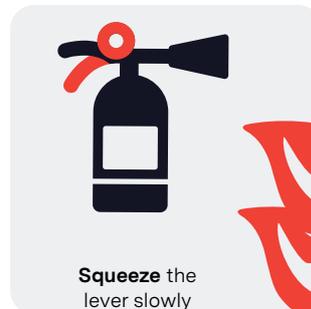
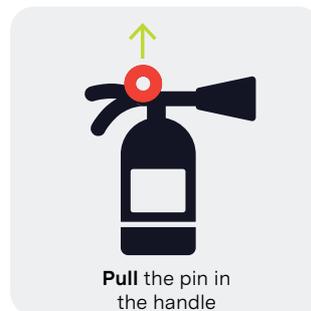
What you need

- Trained fire wardens
- Assembly point
- Fire extinguishers and fire blankets
- A means of rapid communication

Tip

When you practice with your team run through the steps on page 2.

How to use a fire extinguisher



Review date

What to do

Building fire

- 1 Raise the alarm immediately by activating the alarm or shouting “**FIRE**”.
- 2 Call emergency services—dial 111 to notify the fire brigade.
- 3 Do not extinguish the fire unless there is no personal danger to you or anyone else.
- 4 If time permits and there is no danger, close all doors (do not lock) and windows.
- 5 After evacuation meet at the assembly point.

Fire in the outdoors

Small fires

- If it’s safe, extinguish with a fire extinguisher, a wet sack or a nearby hose.

Large fires

- Get to a safe place upwind and well away from the fire—the best protection is distance.
- Raise the alarm and alert all people in the vicinity.
- Call emergency services—dial 111 to notify the fire brigade.

Vehicle fire

- 1 Turn off the engine.
- 2 Take the fire extinguisher and get out (if you forget the extinguisher, don’t go back).
- 3 If the fire is small use the fire extinguisher to put out the fire.
- 4 Call emergency services (dial 111) if the fire is out of control.
- 5 Move to a safe place as far away from the fire as possible.

People on fire

If your clothes are on fire, you should

Stop, Drop and Roll.



STOP

Don’t run, as your clothes will burn faster.



DROP

Lie down. This makes it harder for the fire to spread, especially to your face and head.



ROLL

This smothers the flames. You can also use heavy material like a coat or blanket to smother flame.

After the event

- Maintain a fire watch and check for smoke, sparks and hot spots.
- Check or replace any fire fighting equipment that has been used.
- Determine how the incident occurred and put a strategy in place to ensure it can’t happen again.