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| **FIRE ACTION NOTICE** |
| **Residents & Guests** |
| **IF YOU DISCOVER A FIRE**   * Sound the alarm by activating a manual fire alarm call point * Leave the building by the nearest available fire exit * Go to the fire assembly point * Call 112 or 999 to summon the fire brigade   **IF YOU HEAR THE FIRE ALARM**   * Leave the building by the nearest available fire exit * Go to the fire assembly point |
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| **FOR YOUR OWN SAFETY**   * Do not ignore the fire alarm * Do not panic or run * Do not stop to collect belongings * Do not to use the lift * Do not tackle the fire unless trained to do so * Do not re-enter the building unless the all-clear is given |
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| **FIRE ASSEMBLY POINT**  Assemble in the car park at the front of the building. |