

# Hawkwood Baptist Church – Fire Evacuation Plan (April 2017)

## All Occupants

- If you detect fire, activate the nearest fire alarm pull station *if safe to do so*.
- If alarm sounds leave through the nearest exit.
- Proceed to Muster Area - Upper Parking Lot(s).
- Do not re-enter church unless all-clear given by Fire Dept.

## Evacuation Lead

- *If willing, able and safe to do so*, the following please ensure all rooms of occupied floor are clear of people, then exit.
  - Main floor – Pastor(s)
  - Upstairs, Fireside Room, Basement – The Activity’s Leader(s) (e.g. teacher(s), ministry leader(s), meeting chairperson, etc.)

