# **Emergency instructions University of Bern** Baltzerstrasse 6, 3012 Bern

# In the event of fire



## 1. Alarm fire brigade

- Press alarm button or call (0)118 - Warn internally / alarm people

#### 2. Close doors and windows

- Limit expansion of fire

#### 3. Rescue

- Guide people out of the danger zone
- Rescue and care for people

#### 4. Extinguish

- if you can extinguish the fire without putting yourself in danger
- 5. Do not use lifts

# **Evacuation**



### 1. Evacuation alarm

- Alarm is sounded with a constant tone



### 2. Follow instructions

- Follow instructions given by the evacuation staff

#### 3. Leave the building - use emergency paths and exits

- Help disabled people

#### 4. Meeting point

- Go to the meeting point (See below)

### 5. Do NOT go back

- Stay at the meeting point
- Wait for and follow further instructions

# In the event of an accident



### 1. Observe - think - act

- pay attention to your own safety

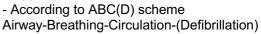
2. Alarm - Ambulance: (0)144

- facility manager: 3030

# 3. Rescue

- Move people out of danger only in case of immediate danger

#### ABC 4. First Aid





### 5. Provide Care

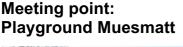
- Attend to injured people - Assist the rescue team

## **Emergency phone numbers**

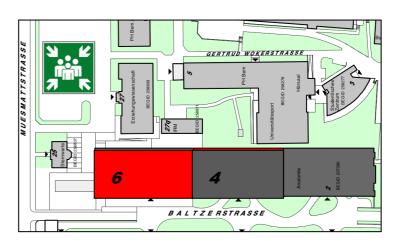
Fire Brigade:	(0)118
Police:	(0)117
Ambulance:	(0)144
Emergency:	(0)112
Poisoning:	(0)145
REGA:	(0)1414

# **Internal Contacts**

(	(prefix 031 631)	
	Facility manager: Daniel Giot	3030
	Office Management IEE:	4511
	Crisis Management University of Bern:	5555







Verwaltungsdirektion Abteilung Betrieb und Technik