Basic instruction
to respond to an emergency

Identification of the buildings

These instructions affect the Barcelona Biomedical Research Park building

Identification of the collective protection means

The specific collective protection means can be found in the hallways with the following signs:

- Alarm button
- Fire extinguisher
- Fire Hydrant
- Direction towards an emergency exit
- Emergency exit
- Heart attack equipment (reception)

What to do in case of fire

1. **Protect yourself** from the fire to avoid exposing yourself to the smoke being given off.
2. **Raise the alarm** as soon as possible, by calling the campus emergency numbers: **1020** or **1900**
   - Alarms Coordination Center
   - UPF Reception
   You can also raise the alarm by pressing one of the alarm buttons.
3. If necessary, and only if you feel capable of doing so, **try to put the fire out** by using an extinguisher. Follow the instructions and means of protection specified on the label.

What to do in case of hearing the evacuation siren

1. **Follow evacuation routes signed**, which will take you to the nearest emergency exit. Do it quickly but without running.
2. **Do not block the emergency exits** on leaving the building.
3. **Proceed to the assembly point** foreseen, the *Passeig Marítim de la Barceloneta*, in front of the access to the Carpe Diem Lounge Club restaurant.
4. **Remain at the assembly point** and await further instructions.

What to do in case of accident

1. **Protect yourself** from the risk that caused the accident to avoid becoming a victim.
2. **Raise the alarm** as soon as possible, by calling the campus emergency numbers (**1020** or **1900**).
   
   If the accident is serious or very serious, call this number first: **112**
3. **Help** the injured person, if you can, or keep him company until the health care professionals come.

Technical Office for the Prevention of Occupational Hazards
Reference: IB-04-83/4-5/62-03-Eng

Date of approval: 16-7-2009
Version: 03

Date of revision: 8-10-2014
Revision: 01