OBJECTIVES OF FIRE EMERGENCY PLAN

- To establish a systematic and orderly evacuation during an emergency

- To safeguard human lives and the Institute’s properties
EMERGENCY TELEPHONE NUMBERS

- Please call extension 6790-3999 (Security) or 6790-3000 (Fire Command Centre) to report a fire
SOUNDING OF ALARM

When the 1st stage alarm is activated

- Remain calm and alert

- Wait for further instructions through the Public Address System (PA System)
SOUNDING OF ALARM (Cont’d)

- If it is a **false alarm**, there will be a message via the PA system to inform occupants that it is a false alarm.

- If there is an **outbreak of fire**, the “Evacuation Message” will be broadcasted via the PA System. The 2nd stage alarm, a continuous ringing, will sound.
SOUNDING OF ALARM (Cont’d)

2\textsuperscript{nd} Stage Alarm
Continuous Ringing of Alarm

Evacuation Message Via PA System

All Floors to Effect Evacuation

All personnel to follow the instructions of Fire Evacuation Wardens and evacuate in an orderly manner
**EMERGENCY ESCAPE STAIRCASES**

The emergency escape staircases for the Blocks are:

<table>
<thead>
<tr>
<th>Block</th>
<th>Emergency Escape Staircases</th>
</tr>
</thead>
<tbody>
<tr>
<td>NIE 1, Administration Building</td>
<td>AD 1 to AD 3</td>
</tr>
<tr>
<td>NIE 2, Education Building</td>
<td>ED 1 to ED 5</td>
</tr>
<tr>
<td>NIE 3, Arts Building</td>
<td>AR 1 to AR 9</td>
</tr>
<tr>
<td>NIE 3B, U.iD</td>
<td>SH 1 to SH 2</td>
</tr>
<tr>
<td>NIE 4, Library/Canteen Building</td>
<td>LC 1 to LC 7</td>
</tr>
<tr>
<td>NIE 5, Physical Education Building</td>
<td>PE 1 to PE 12</td>
</tr>
<tr>
<td>LT1 &amp; NIE 7, Science Building</td>
<td>SC 1 to SC 5</td>
</tr>
<tr>
<td>NIE 7A, Science Lab Building</td>
<td>SL 3, LA 1 &amp; LA 2</td>
</tr>
</tbody>
</table>

Please refer to the next slide for the locations of the escape staircases.
ASSEMBLY AREAS

Assembly Areas for the various Blocks Are:

<table>
<thead>
<tr>
<th>Block</th>
<th>Assembly Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>NIE 1</td>
<td>Open area behind water feature</td>
</tr>
<tr>
<td>NIE 2</td>
<td>Car Park 2</td>
</tr>
<tr>
<td>NIE 3/3A/3B/3C</td>
<td>Car Park 2</td>
</tr>
<tr>
<td>NIE 4</td>
<td>Open area beside Car Park 4</td>
</tr>
<tr>
<td>NIE 5</td>
<td>Car Park 5</td>
</tr>
<tr>
<td>NIE 7A/7/Greenhouse/LT 1</td>
<td>Open area along Eco Pond</td>
</tr>
</tbody>
</table>

Please refer to the next slide for the Assembly Area of each dept
ASSEMBLY AREAS (Cont’d)

NIE 1 – ADMINISTRATIVE BLOCK
Open Area Behind Water Terrace
ASSEMBLY AREAS (Cont’d)
ASSEMBLY AREAS (Cont’d)

NIE 3 – ARTS BLOCK
ASSEMBLY AREAS (Cont’d)

NIE 4 – LIBRARY (beside Car Park 4)
ASSEMBLY AREAS (Cont’d)
ASSEMBLY AREAS (Cont’d)
LOCATIONS OF FIRE EXTINGUISHER

- Fire extinguishers are conveniently located within the campus and can be identified by the prominent signage shown in the next slide.
SIGNAGE OF FIRE EXTINGUISHER
ELECTRO-MAGNETIC (EM) LOCK

- When an emergency occurs, the EM locks will automatically be de-activated.

- In the rare event that an EM lock fails to de-activate, the door can still be unlocked by breaking the green break glass (Refer to the picture of the break glass in the next slide).
ELECTRO-MAGNETIC (EM) LOCK (Cont’d)

Emergency Door Release Break Glass
OTHER USEFUL EQUIPMENT

Emergency Fire Telephone

By breaking the glass on the emergency phone panel, the door of the box will open and you will be able to communicate with the Fire Command Centre (FCC) using the handset provided.
IN CLOSING…. 

- To enhance fire safety, no passageway or staircase should be obstructed. If you observe any such obstruction, please inform Security at ext. 3999 immediately.

- While precautions are already in place to minimise an emergency in NIE, a fire safety emergency plan is still very necessary and should be understood by all. Please follow the drills whenever they are practised.
SOME TIPS

For more tips, please refer to Singapore Civil Defence Force website at http://www.scdf.gov.sg/Community_and_Volunteers/publications.html
We welcome any clarification or suggestion pertaining to fire emergency procedures
To DED Admin nieded@nie.edu.sg
or
Contact 6790-3666

THANK YOU FOR YOUR CO-OPERATION