



Rhode Island School of Design
 187 Benefit
 187 Benefit Street
 Providence RI
 401 454 6100 Main
 401 454 6376 Public Safety

Emergency Evacuation Plan

Fire Safety Instructions: Please Read Thoroughly
Proceed to safe Evacuation Locations: RISD Beach



If a fire is in the room

- 1 Leave the room immediately, take the access card/key if possible.
- 2 Close the door behind you.
- 3 Pull the nearest fire alarm pull station.
- 4 Exit through the nearest fire exit.
- 5 Call RISD Public Safety from a safe location 401 454 6376.
- 6 Stay outside the building.
- 7 Direct emergency personnel to the fire.

If a fire alarm sounds

- 1 Get your access card/keys, shoes, and coat if possible.
- 2 Feel all doors before opening, if hot, do not open, return to a safe location, notify RISD Public Safety 401 454 6376, give your status and location, place a wet towel at the base of the door.
- 3 If door is cool, exit and close behind you.
- 4 Never ignore an alarm.
- 5 Never use an elevator during an alarm.

Reminder

- 1 Smoke and heat rise, stay close to the floor if your escape route is smoke-filled.
- 2 Always know two exit routes, in the event that one is blocked.
- 3 If necessary, instructions will be announced via the fire alarm system.

