

**UNIVERSITY OF ARIZONA**  
**FIRE ALARM POLICY for BUILDING OCCUPANTS**  
**AHS - LIBRARY - BUILDING 201.01**

**In Case Of Fire**

If you discover fire, smoke, hear the fire alarm, or see the fire alarm strobes flashing:

- Leave the building immediately via the stairs. **DO NOT USE THE ELEVATORS.**
- As you leave close all doors, including those propped open.
- On your way out, you will pass a fire alarm pull station. If the alarm is not already ringing, **PULL IT.**
- Once outside, get away from the building.  
*Move far enough away from the building so you are not between it and where the fire department will respond. All building occupants that exit the building should congregate in one of the evacuation points outlined below:*  
**Evacuation Point #1** – Statue of Hippocrates courtyard, located south of the library entrance  
**Evacuation Point #2** – Water Retention Basin, grassy area west of the Medical Library.  
*Library personnel who exit to the College of Medicine lobby and south to the COM plaza should continue down to the Hippocrates plaza so that all library personnel are concentrated in only two spots. Library staff can assist the evacuation process by asking library occupants who have evacuated the building to move away from the building.*
- Building Monitor should call the University Police Department and report the details of the fire: **UAPD: 621-8273 or 9-1-1**

Remain outside the building until the "**ALL CLEAR**" is given by the Tucson Fire Department or UAPD. Silencing of the alarms does not constitute an "ALL CLEAR."

**For mobility-impaired persons:** If a person with a mobility impairment is able to exit the building without use of the elevator, then evacuation should follow the appropriate route out of the building. If exit from the building is only possible by use of the elevator, follow the procedures outlined below:

- The mobility-impaired person should proceed to the nearest enclosed stairwell or "area of safe refuge" and remain there. If possible a co-worker, supervisor, or building monitor should be notified. In case of a fire, enclosed building stairwells are "safe refuge areas," and have a higher fire resistive rating. Both of the library's enclosed stairwells (north stairwell and west stairwell) are designed as safe refuge areas.
- Make sure the door to the stairwell is closed. Open doors will violate the "safe refuge area" and will allow smoke, and possibly fire, into the stairwell.
- Once outside, the co-worker, supervisor, instructor, or building monitor should inform the Tucson Fire Department (TFD) Incident Command Center that there is a mobility-impaired person in a stairwell, which floor the person is on and the location of the stairwell or refuge area. When stairwell evacuations are necessitated, such decisions and evacuations will be made by TFD. **UNIVERSITY PERSONNEL SHOULD NEVER ATTEMPT TO CARRY ANYONE DOWN THE STAIRS.**

After the "ALL CLEAR" has been given by the Tucson Fire Department or University Police (UAPD), the co-worker, supervisor, instructor, or building monitor should immediately go to the stairwell or refuge area and inform the person that it is safe to re-occupy the building.