

RESCUE PLAN FOR THE BUILDING



RETRODORM

CREATED BY:

11 July 2012

Turku Municipal Facilities Corporation
Yliopistonkatu 27

Basic information of the property

Name of property	Retrodorm		
Address of property	Virvoituksentie 3, FI-20720 Turku		
Name of owner	City of Turku, Municipal Facilities Corporation		
Address of owner	Yliopistonkatu 27 A, FI-20100		
Number of buildings	Completed in	Number of stairways	Number of floors
2	1955		

Insurance company		Telephone:	
Security company		Telephone:	
Rescue department	Eerikinkatu 35, FI-20100 Turku	Telephone:	+358 (0)2 263 3111
General emergency number:	112	Police:	112
The estimated time of arrival for a rescue unit is 5–7 min.			
Poison Information Centre:	+358 (0)9 471 977 or +358 (0)9 47 11		

Operational description

- The building serves as a hall of residence for exchange students.

Hazards

- Handling of matches, cigarette lighters and lit cigarettes by the residents
- Electrical devices, such as televisions, fan heaters and kitchen appliances
- Ventilation and hot work
- Transport of hazardous materials on nearby roads

Hazardous situations and consequences

A fire may be caused by the smoking and handling of fire by the residents, shortcuts and overheating of electrical devices and combustion of dust or grease in the ventilation ducts. Sparks and flames generated during hot work cause a fire hazard. Traffic accidents involving vehicles carrying hazardous materials on nearby roads may cause explosion and fallout hazards.

Preventing hazardous situations

- Smoking is only permitted on balconies and outdoors.
- Lighting an open fire or candles indoors is prohibited.
- Monitoring and maintenance of electrical devices
- Regular fire inspections

PROCEDURES IN THE EVENT OF EMERGENCIES AND ACCIDENTS

Internal alarm

The first person to observe a fire or accident is responsible for raising an internal alarm.

Raise an internal alarm in the event of one of the following:

- Fire
- Structural collapse
- Automatic smoke detector activation
- Bomb threat
- Other incident requiring an alarm.

Raise the alarm as follows:

- Press the fire alarm button.
- Make a verbal announcement.

Making an emergency call

In the event of an accident or fire:

- 1) Call 112.
- 2) What has happened?
- 3) Where has the incident occurred?
- 4) Are people in danger?
- 5) Indicate who you are and where you are calling from.

DO NOT HANG UP BEFORE GIVEN PERMISSION TO DO SO!

PROCEDURES IN THE EVENT OF EMERGENCIES AND ACCIDENTS

RESCUE

Notify those in danger without delay. Strive to rescue those who are at risk or injured.

NOTIFY

Notify the rescue authorities of the accident and the need for help by calling 112 (general emergency number).

ALERT

Alert the other residents of the building with an internal alarm.

EXTINGUISH

Extinguish early fires. Use the first-aid extinguishing equipment. Gas fires can be extinguished by closing the relevant valves.

LIMIT

In addition to first-aid extinguishing, smoke and fire must be prevented from spreading by closing doors and clearing the danger zone of items such as gas tanks, flammable liquids and other materials that may make the hazard or fire worse.

GUIDE

Guide the fire and rescue authorities to the scene. Act in a calm and composed yet swift manner.

Co-operation with the fire brigade

Upon the arrival of the fire brigade, the responsibility for leading the operations is transferred to the fire and rescue workers. The residents must follow the instructions they are given.

EVACUATION

Evacuation refers to leaving the premises or location under threat and moving to the assembly area. Evacuation can be necessary due to a fire or bomb threat, for example.

Evacuation order

The evacuation order is issued by the safety chief, his or her deputy or the fire authority leading the rescue efforts. In the event of a bomb threat, the decision to evacuate is made by the safety chief or his/her deputy together with the police.

Leadership

The safety chief or the authority leading the operations is in charge of the rescue efforts.

Assembly area

The assembly area is located at a safe distance from the danger zone. All assembly areas are marked on the enclosed street plan.

Evacuation plans

The aim of the evacuation plan is to ensure that, in the event of a fire or other accident, all people on the premises are as safe as possible and suffer as little detriment as possible.

The plan covers the following alternatives:

- 1) Evacuation to another fire area**
- 2) Evacuation to a safe outdoor area**
- 3) Complete evacuation. The evacuation order is issued by the safety chief or the authority in charge of the rescue efforts.**
- 4) If the danger is immediate, the residents must decide themselves whether to evacuate. In the event of a bomb threat, the decision is made by the safety chief together with the police.**

SAFETY INSTRUCTIONS

THE GENERAL EMERGENCY NUMBER IS 112.

WHEN CALLING, CALMLY DESCRIBE WHAT HAS HAPPENED AND WHERE, LISTEN TO THE INSTRUCTIONS AND HANG UP ONLY WHEN GIVEN PERMISSION TO DO SO.

EMERGENCY PROCEDURES:

ASSESS THE SITUATION, RESCUE THOSE IN MORTAL DANGER, PREVENT ADDITIONAL ACCIDENTS, DO NOT ENDANGER YOUR OWN LIFE.

MAKE AN EMERGENCY CALL TO 112.

Clearly and calmly describe the following:

- **What has happened?**
- **Where has the incident occurred?**
- **Are people in danger?**
- **Indicate who you are and where you are calling from.**
- **Do not hang up before given permission to do so!**

Administer first aid:

- **Ensure respiration and circulation.**
- **Prevent shock and stop any bleeding.**
- **Guide the ambulance to the scene.**

IN THE EVENT OF A FIRE

- **Warn the other residents and rescue those in need.**
- **Ensure that everyone gets out safely.**
- **Use the nearest first-aid extinguisher to extinguish the fire.**

MAKE AN EMERGENCY CALL TO 112.

- **Limit the fire by closing all ventilation ducts, doors, windows and hatches.**
- **Guide the fire brigade to the scene and ensure unobstructed access.**

IN THE EVENT OF A GAS HAZARD

The populace is alerted with the general alarm signal.

In addition, information is provided over the radio.

- **Stay INDOORS! Do not go to the basement or a civil defence shelter.**
- **Close all doors, windows and hatches and shut down the air conditioning.**
- **If you smell gas, breathe through a moistened, breathable fabric.**
- **When OUTDOORS, do not stay downwind of the gas and avoid losing your breath.**
- **Seek higher ground and avoid low-lying areas.**
- **Protect your breathing, eyes and skin with a moistened cloth, for example.**
- **If taking shelter indoors does not provide sufficient protection, the authorities may urge residents to evacuate the danger zone. If you are forced to go outside, protect your eyes and breathing and use impermeable clothing.**

SAFETY INSTRUCTIONS FOR RESIDENTS IN THE EVENT OF A RADIATION HAZARD

The populace is alerted with the general alarm signal.

In addition, information is provided over the radio.

- **Go indoors, close all doors, windows and hatches and shut down the air conditioning.**
- **The basement and the middle of the building provide the best protection.**
- **Ingest iodine tablets only if prompted to do so by the authorities.**
- **Protect food in a dustproof manner and store drinking water in sealable containers.**
- **If you are forced to go outside, use a respirator and an impermeable suit.**

Go into a civil defence shelter or temporary shelter if prompted to do so by the authorities.

ACCIDENT OR MEDICAL EMERGENCY

Ambulance: telephone number 112

Police: telephone number 112

Poison Information Centre: telephone number +358 (0)9 471 977

On-call hospital/health centre: TUH tel. +358 (0)2 313 0000

City Hospital tel. +358 (0)2 10 023

FIRST-AID EXTINGUISHERS:

- **Water extinguishers** (water bucket, stirrup pump, water hydrant).
Usage: most fires, not for electrical devices or grease fires.
- **Portable extinguishers** (powder, CO2 and liquid extinguishers).
Usage: fires involving oil, liquid, machines, electrical devices, etc.
- **Fire blanket**
Usage: waste containers, oil heaters, deep fryers, etc.

FIRST-AID EXTINGUISHING INSTRUCTIONS

- **Extinguish from the upwind side.**
- **Start from the front and continue towards the back.
Extinguish from the top down.**
- **Stop the discharge of extinguishing agent when flames are no longer visible.**
- **Even larger fires can be extinguished with some co-operation.**
- **Spread powder over the fire.**

SAFETY SIGNS AND SYMBOLS

The floor plan of the residential building includes safety signs and symbols indicating various locations related to rescue efforts and protection.

FIRE SAFETY SYMBOLS



EXTINGUISHER

Symbol for portable extinguishers.



FIRE ALARM BUTTON

When the button is pressed, an automatic alarm signal is sent to the emergency response centre and rescue department.



HOSE REEL

Fire extinguishing device with a reel of about 20–30 m of hose.



EXIT ROUTE

The exit route symbol is typically rectangular or square-shaped, and it includes a white image on a green background. The general symbol features a person running towards an exit.



TELEPHONE

Sammutuspeite

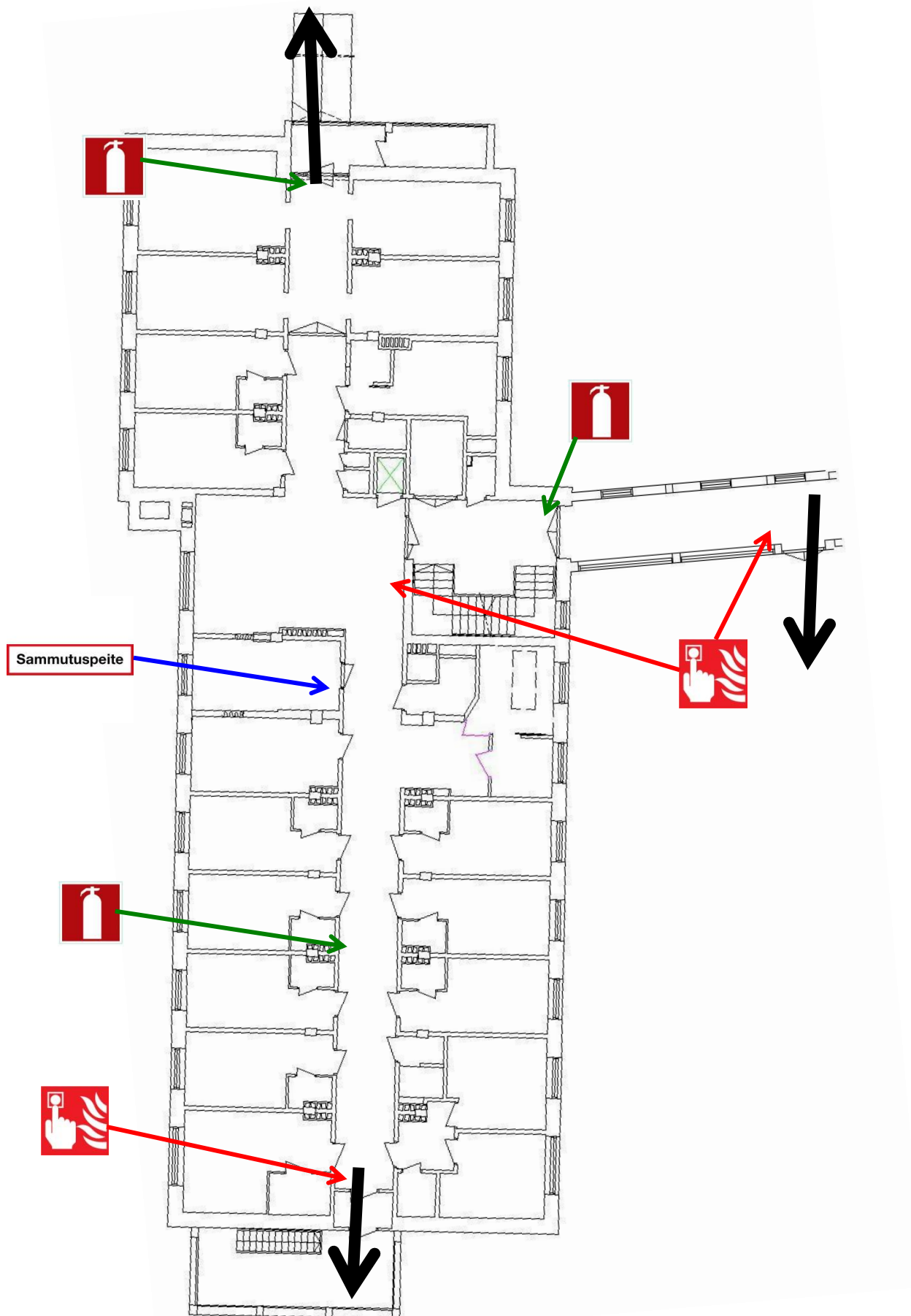
FIRE BLANKET

First-aid extinguishing device.

Emergency exits, first-aid extinguishing equipment and alarm buttons

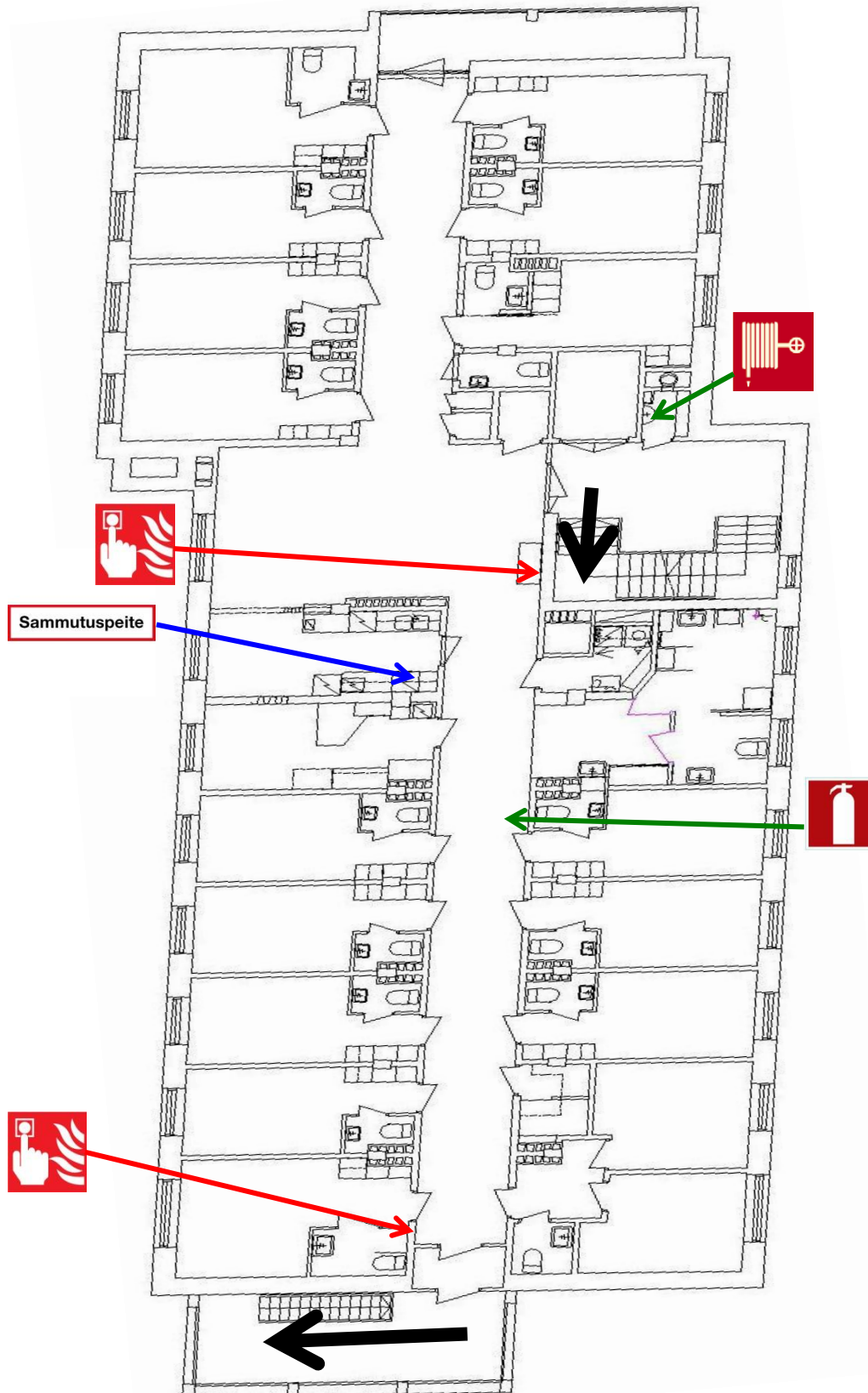
- When in immediate danger, vacate the premises via the emergency routes.
- Do not use the lift.

Section B: ground floor



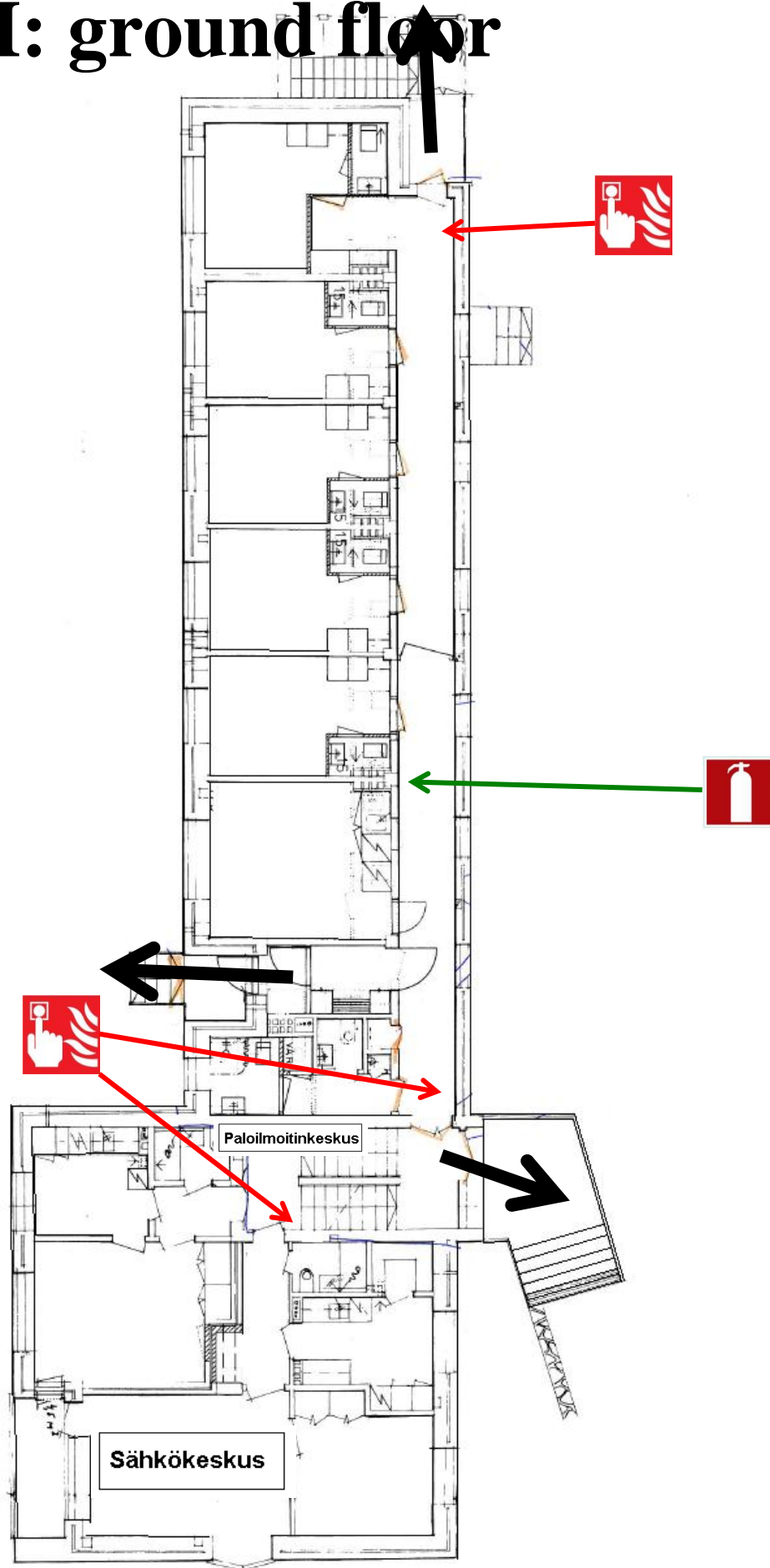
- When in immediate danger, vacate the premises via the emergency routes.
- Do not use the lift.

Section B: floors 2–5

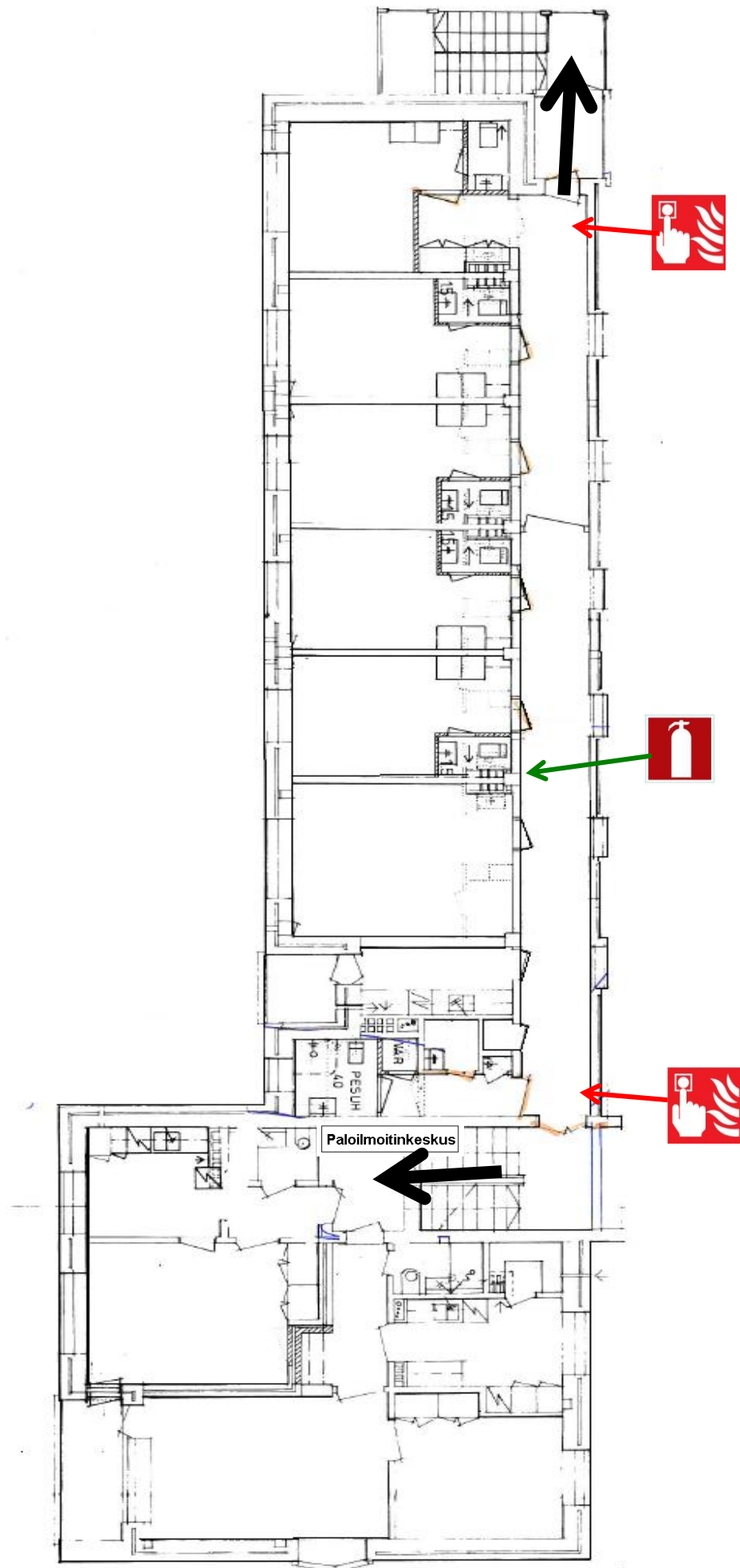


- When in immediate danger, vacate the premises via the emergency routes.

Section H: ground floor



- When in immediate danger, vacate the premises via the emergency routes.



Emergency access roads and assembly area

When vacating the premises, the assembly area is:

IN THE COURTYARD BEHIND BUILDING H

