

# What To Do In Case Fire Breaks Out In The Lab

## a) In case of a small fire (for students, faculty, room keepers, and lab manager):

1. If the fire is no bigger than a wastepaper basket you may try to extinguish it by covering it or by stepping on it with your shoe.
2. You may apply a fire blanket over the fire.
3. If it is an electrical fire or grease fire, **DO NOT** apply water.

## b) If the fire is larger:

### **For the students:**

1. If the fire is too large (generally larger than a wastepaper basket), do not try to extinguish the fire by yourself.
2. Immediately evacuate the lab with the faculty members. If no faculty member is in the lab, immediately evacuate and notify the faculty members or lab manager once you are out of danger.
3. Do not re-enter the building until you are told to do so by the authorities.

### **For the faculty members, lab manager, floor keepers:**

1. Immediately evacuate the students from the lab
2. If the fire seems **VERY LARGE** or is spreading, **ACTIVATE THE FIRE ALARM** to alert the building occupants once you are out of the laboratory and out of danger. **Call IUB's designated fire responders.** If the fire alarm does not work, notify the building occupants verbally to evacuate. The emergency phone numbers are as follows:

*Director, Administration: Mr. A B M Bazlur Rahman 01710819658,  
IP Extn. 1500*

*Security Inspector IUB: Mr. Salim 01741055492*

*Sr. Manager Estate & Facilities: Mr. Mahbub 01819227828*

*Fire Brigade: 01730002245, 01715282853*

3. If the fire was caused by a reagent, **NEVER** apply water (use the fire extinguisher).
4. In an emergency, if it is imperative to extinguish the fire immediately to protect the students or yourself and if you have been trained in the use of a fire

extinguisher, fight the fire from a position where you can escape. A fire contained in a small vessel can usually be extinguished by covering the vessel with a lid of some sort.

5. Do not turn off any hoods in the immediate area, as they will tend to keep the area free from smoke and fumes.
6. **IF POSSIBLE, TURN OFF THE MAIN GAS VALVE AND CLOSE THE DOOR BEHIND YOU** to prevent the fire's spread.
7. Do not re-enter the building until you are told to do so by the authorities.