

## YENTON ASSEMBLY ROOMS

### Important Evacuation Procedure:

If attending a Lodge meeting, ensure you have signed the Tyler's book and made yourself aware of the nearest exit in the event of an Emergency.

Similarly if you are in any other part of the building like the Dining Room or bar areas make yourself aware of the nearest evacuation route which are clearly sign posted (Fire Exit) above doors and escape routes with Emergency lighting.

In any event leave the building by the nearest exit. Do not under any circumstances wonder about the building to get your belongings.

### On Discovering a Fire:

#### **Attending a masonic meeting:**

Activate the nearest Fire alarm by breaking the glass and if circumstances permit contact the rooms' responsible person to confirm the location of the fire.

Immediately leave the building by the nearest Fire Exit and assemble at the Fire Assembly Point which is located outside the locker room on the car park and await the arrival of the dedicated Fire Marshall.

Any Brother or visitor needing assistance please make yourself known to the Tyler who will assist you to evacuate the building. It is hoped that able bodied brethren would also assist in this event.

#### **If attending a function at the rooms:**

Activate the nearest Fire alarm by breaking the glass and if circumstances permit contact the rooms' responsible person to confirm the location of the fire.

Immediately leave the building by the nearest Fire Exit and assemble at the Fire Assembly Point which is located outside the locker room on the car park and await the arrival of the dedicated Fire Marshall.