## **EMERGENCY PROCEDURES** • EMPLOYEE HANDBOOK

## 7. EXPLOSION

In the event of an explosion, the Lester B. Pearson Building will be evacuated once the Fire/Emergency Response Organization (FERO) personnel have verified that the stairwells and exits are free of obstructions. Occupants should remain calm and follow the instructions of the FERO personnel handling the situation.

## IF AN EXPLOSION OCCURS IN THE VICINITY OF YOUR WORK STATION

- 1. Take immediate shelter. Tables, desks or other heavy furnishing will offer protection from flying glass and debris. Protect your face and head with your arms.
- 2. Remain under cover until the effects of the explosion have subsided.
- 3. Activate the nearest fire alarm pull station.
- 4. Call the Ottawa Fire Department at 8-911 or contact the Building Fire/Salety Control Centre via red emergency telephone.
- 5. After checking an exit stairwell to ensure it is clear of debris, immediately evacuate the building to a minimum distance of 100 metres.

## IF AN EXPLOSION OCCURS ON ANOTHER FLOOR

Remain at your work station until the alert/alarm signal sounds or until directed by a message received over the building public address system or by the verbal direction of a floor emergency officer.

Note: Occupants requiring special assistance during an evacuation should refer to page 6 of this emergency procedures booklet.