

Action in Emergencies

Where am I? **HTW Berlin, Ostendstraße 1, 12459 Berlin**

Fire/Smoke

Don't panic!
Remain calm and act carefully.

1. Activate building alarm



2. Call the fire brigade,
Telephone: 112
(Cellphone or landline, no area code)

3. Close windows and doors

4. Use fire extinguisher
(Do not put yourself in danger!)

5. Leave building
Follow emergency exit signs



6. Take persons requiring help with you

7. Inform security staff,
Telephone: 5019-2000

8. Go to assembly point



Person running amok

Do not activate the fire alarm! Secure your safety quickly:

1. Do not enter the hallways

2. Lock yourself in a room

3. Call the police,
Telephone: 110
(Cellphone or landline, no area code)

4. Barricade the door with furniture

5. Do not stand behind the door or near the windows

6. Silence and hide cellphones
(Attackers target cellphone holders)

7. Stick help signs on windows, e.g.:

Hilfe Amok!

**15 Personen in Not.
2 Verletzte
im Raum _____**

Threat of violence

Never risk your own well-being for your belongings!

1. Get into a public place
(Do not remain in the room with the violent person)

2. Maintain a safe distance to the violent person
(at least 2 till 3 metres)

3. If you are threatened:
Try to calm the violent person
e.g.: „I understand ...“
or „I can help ...“

4. In the case of escalation:
Allow all persons to escape
(Flee yourself, do not stand in the way of the violent person)

5. Call the police,
Telephone: 110
(Cellphone or landline, no area code)