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|------------|-------|------|
| Building | House | Room |
| TGS | | |

Action in Emergencies

Where am I? **HTW Berlin, Ostendstraße 25, 12459 Berlin**

Fire/Smoke

Don't panic!
Remain calm and act carefully.

1. **Activate building or fire 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: 5019-3000**
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)