At the sound of the building alarm:

- Stop all activities and promptly leave the classroom. Your instructor will guide you through the evacuation route to the nearest fire exit.
- Use the stairways to exit the facility. Do not use elevators.
- Proceed to the assembly area as indicated by the instructor.
- Wait for the instructor to conduct a roll call.
- Re-enter the building only when informed by the instructor.

High Rise Building Evacuation of Persons with Mobility Problems

If you are a designated helper for students with mobility problems, please following these procedures. The instructor should designate two helpers for each student with mobility problem.

- Do not attempt to carry the person down the fire escape. The Honolulu Fire Department (HFD) will be responsible for evacuating the persons.
- Assist the person to the nearest fire escape.
- Place the person in a safe area on the landing inside the fire escape. Make certain that he/she is not obstructing evacuating traffic. Keep the fire door closed.
- One helper stays with the person while the other helper seeks assistance from HFD officials. Prior to leaving, both helpers should agree to meet and report to the instructor at the assembly area.
- The other helper should leave to inform HFD officials the exact location of the person requiring assistance:
  - Location of the fire escape: Ewa, Mauka, Makai, or Diamond Head
  - Building and floor landing numbers
- After successful evacuation of the building, both helpers report to the instructor at the assembly area.