

FIRE EMERGENCY PROTOCOL



RocaLisa
COMUNIDAD DE PROPIETARIOS



This guide is an effective instrument for the prevention of fire risk, instructing Roca Llisa residents what to do in case of possible evacuation from Roca Llisa.

An emergency plan is a set of measures designed to manage risk situations, minimizing possible impact on persons and properties guaranteeing safe evacuation of the residents if necessary. This brief plan establishes the intervention of specialized teams, which will act accordingly to the necessities. In case of emergency, the plan will require participation of all residents apart of these directly involved teams.



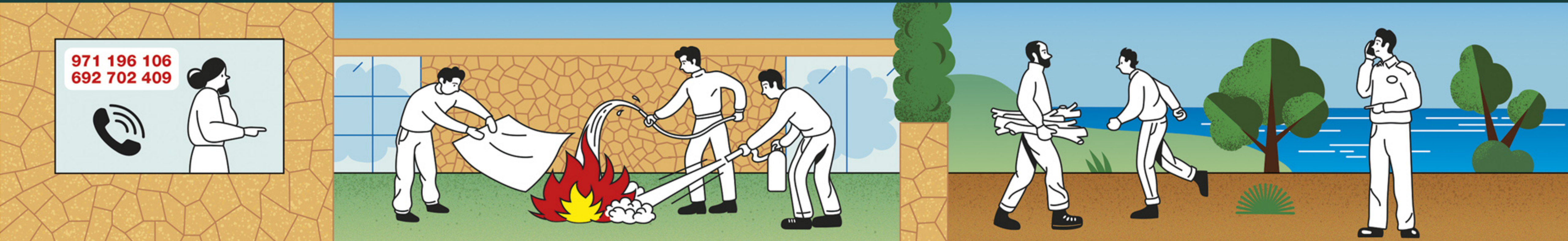
PREVENTION IS THE BEST PROTECTION



- Do not smoke in public spaces of the urbanization, especially in bush area.
- Leave cigarette butts and matches exclusively in ashtrays, making sure that they are perfectly extinguished, never deposit them in rubbish bins.
- Avoid the use of multiple plugs and electrical extension cords.
- Keep flammable materials away from electrical appliances which produce heat.
- If you notice any failure in any installation or electrical device, proceed to disconnect it and notify it to a specialist.
- Avoid leaving mirrors or reflective items in places with direct sunlight.



HOW TO ACT IN CASE OF FIRE OUTBREAK



A fire outbreak is a beginning of a fire. Chance of extinguishing a fire outbreak is high, in case of a quick and efficient action. A fire outbreak not extinguished on time will become into a real fire, which consequences might be terrible.

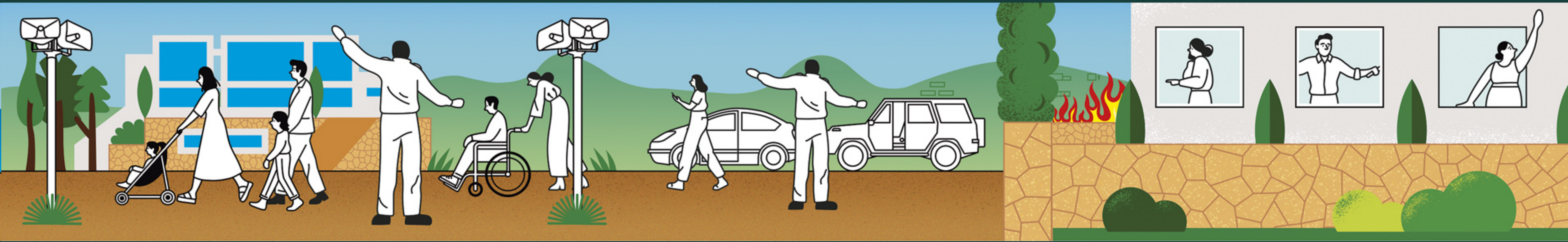
If you discover a fire, please report it immediately by calling **(+34) 971 196 106 – (+34) 692 702 409** Security Department will assist you analysing and managing emergency.

If fire is in the urbanization's public or woods area, do not carry out any action and wait until receiving instructions from Security Department.

If fire is at home, proceed with following instructions:

- If fire is spreading and first intervention team has not arrived yet, try to extinguish fire by using a fire extinguisher if it's safe to do so. If you do not have a fire extinguisher, wait first intervention team arrive and inform them about the situation.
- Remove any nearby material that could serve as fuel.

If intervention team fails to extinguish the fire, or the chances of extinguishing are low, they will notify immediately the Head of Emergencies who will activate Alarm Phase.



Emergency chief will request external help.

He will give the order to evacuate affected area (partial evacuation) until emergency services arrive.

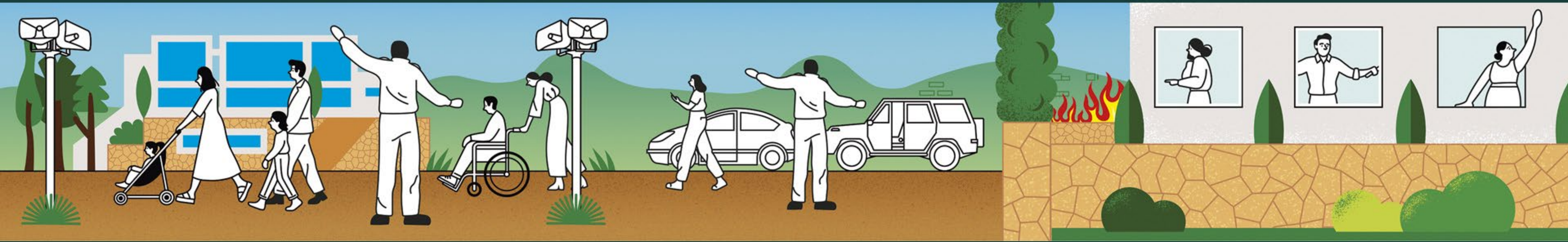
If evacuation order has been given, follow Evacuation Team's instructions until Firemen arrive, in the annex you can find evacuation routes and meeting point.

Urbanization has a loudspeaker system through which clear and concise instructions will be given to follow.

Once you will receive evacuation order, you must proceed to leave your house and evacuate and reach the meeting point. Please follow the instructions below and obey Evacuation Team instructions.

- Leave your area by reaching nearest exit. Emergency routes are marked on plans of this guide.
- If nearest exit is impassable, go to another exit nearby.

IN CASE OF FIRE



- In case of getting stuck in one of the exit roads because of blocked traffic, you must leave your vehicle and continue walking.
- If you become trapped at home, proceed to inform by calling urbanization emergency telephone number, try isolate home area from fire by closing all doors and windows and try to make yourself heard through a window of a different room.
- Help handicapped people.
- Act quickly, but keep calm, it is not necessary to run to avoid panic.
- Do not carry belongings with you.
- During evacuation, do not go back in order not to block anyone.

IN CASE OF FIRE



If fire is in your community or home, do not use elevator.

Intervention Team will try to keep fire contained until arrival of Firemen.

Upon Firemen arrival, they will take charge of the situation and receive instructions from Emergency Chief.

Once reached the meeting point, get together with the rest of the neighbours, if you notice someone missing, notify the team which is handling the emergency.

Please remain at meeting point until receiving instructions.

-  Meeting point
-  Evacuation sector 1
-  Evacuation sector 2
-  Evacuation sector 3



If an evacuation order has been given, leave your area going to nearest exit. In this map you can find evacuation routes of the urbanization and the meeting point.

Once reached meeting point, group up with the rest of the neighbours. If you notice any absence, inform the team that is handling the emergency.

Please remain at meeting point until receiving instructions.