

## Emergency Exits

Smoke, fire and other workplace emergencies can all prompt the need for evacuation. Exit routes are the primary way to distance yourself from an emergency quickly and safely.

Here are ways you can help keep exit routes safe and be prepared for a building evacuation:

- Look for and remove boxes, decorations and other obstructions (bikes) from exit doors and aisles
- Report locked doors, broken door hardware (door knobs or locks), burnt out lights and anything else that could hinder emergency evacuations
- Report any doors along the exit path that could be mistaken for the emergency exit
- Know where to report after exiting a building so that your supervisor can account for you and your co-workers

Knowing how and when to exit a building is critical in an emergency situation. All employees should be properly trained on emergency exit procedures, and evacuations should be routinely practiced.



Take a look around your work area today when you head out. See if there is clear access to the electrical panels and fire extinguishers. Let us know if something is blocking access. Look to see if any items have been "permanently" blocked by design.

### Safety Talk Discussion

**Be Accountable: Choose safety - work safe - and go home injury free!**