

# Specimen Instructions for Person Responsible for Calling the Fire Service

(Also to be posted adjacent to the telephone or switchboard)

## On Hearing the Fire Alarm

Call the Fire Service by telephone

Dial "999"

Give the Operator your telephone number and ask For "**Fire Service**",

When the Fire Service Replies:

Give the call distinctly:

Fire at.....

(Give Exact Address)

Do not assume that the call has been received until it has been acknowledged by the Fire Service.

**Note:** If informed of any outbreak of Fire by word of mouth, first operate the Fire Alarm and then call the Fire Service as above.