

# THE PALACE OF WESTMINSTER FIRE ACTION

## Any person discovering a fire:

- 1 Raise the alarm**  
Notify the fire team by using the nearest Red Manual Call Point or dial **x3333 (020 7219 3333)**
- 2 Only tackle a fire with an extinguisher if you have been trained and it is safe to do so**

## On hearing the fire alarm:

- 3 Leave the building by the nearest exit immediately**
- 4 Do not stop to collect personal belongings**
- 5 Do not use the lifts**
- 6 Do not take risks**

Persons may leave the Palace of Westminster security zone and disperse but there will be no access back into the security zone during an evacuation.

To stay within the Palace of Westminster security zone you may go to an Assembly area and await instruction from the Security Team. **Designated Assembly areas are located at New Palace Yard, Westminster Hall, Royal Court, and Black Rod's Garden.**

Do not return to the building until you have been informed it is safe to do so.

Updates will be available via the Emergency Information telephone number **0800 917 8919** and on the annunciators in other Parliamentary buildings. You can also ask any Parliamentary Security Officer.

**The number to call in the event of an emergency on the Parliamentary estate is x3333. 020 7219 3333 on a non-estate phone.**