1) Always follow the instructions that you receive from the UB interlocutor or the person in charge.
2) Do not move around UB facilities if you are not authorized. Access to decks, centres of transformation of electrical energy, machine rooms and similar technical facilities, and confined spaces or enclosures is prohibited.
3) Do not use any facility nor manipulate any UB equipment or product or waste containers without authorization.
4) Keep the facilities clean and tidy during and after work. Disorder creates confusion and mistakes, and causes accidents.
5) Put physical barriers to tasks that entail a risk for third parties.

If the person requiring assistance is unconscious, first call **112** and inform the Information Point as soon as possible.

Locate the nearest emergency equipment to be able to use it in case of burning, contact with corrosive or toxic products, etc.

**Chain of survival**
- Early Access to the emergency response system
- Early Cardiopulmonary Resuscitation
- Early defibrillation
- Early Advanced Care

If your building has defibrillators, stay calm during the emergency and follow the instructions for use: there is no risk for you.

If your clothing catches fire
- Drop to the floor and roll slowly on the ground.

If you cannot leave, take refuge in any stairs area or in a closed space as far away as possible from the emergency and ask for help.

Locate it on the “You are here” evacuation maps you will find in the stairs and lifts area.

**IN CASE OF EMERGENCY CONTACT**

**THE INFORMATION POINT**

9340 35759

ossma@ub.edu

IN CASE OF EMERGENCY

FACULTY OF LIBRARY AND INFORMATION SCIENCE
(UB SANTS)

Where is your nearest emergency exit?

Locate it on the map of UB Sants that you will find in the stairs and lifts area.

You need to locate the nearest emergency exit so you can quickly leave the building in case of an emergency.
**IN WHICH CASES SHOULD YOU LEAVE THE BUILDING?**

- **FIRE**
- **BOMB THREAT**
- **GAS LEAK**

In case of other emergencies, such as toxic snow or clouds, follow the instructions of the emergency services.

**If the alarm goes off, exit immediately**

- Take refuge from fire and smoke by closing all doors and using cloth to cover all cracks.
- Warn the centre's Information Point.
- Make yourself visible at the window.

**If you detect fire, give a warning**

- Close windows and do not leave doors open behind you.

**When and how to use a fire extinguisher**

1. There is little smoke.
2. The fire is small.
3. There is an open exit.

- Use the extinguisher only if:
- Take the extinguisher by the handle and remove the seal by pulling the ring.
- Press the handle directing the jet to the base of the flames with a zigzag movement.
In which cases should you leave the building?

- **FIRE**
- **BOMB THREAT**
- **GAS LEAK**

In case of other emergencies, such as toxic snow or clouds, follow the instructions of the emergency services.

**If the alarm goes off, exit immediately**

- Take refuge from fire and smoke by closing all doors and using cloth to cover all cracks.
- Warn the centre's Information Point. Make yourself visible at the window.

**If you detect fire, give a warning**

- Take the extinguisher by the handle and remove the seal by pulling the ring.
- Press the handle directing the jet to the base of the flames with a zigzag movement.

**When and how to use a fire extinguisher**

1. There is little smoke.
2. The fire is small.
3. There is an open exit.

- Close windows and do not leave doors open behind you.

**If fire surrounds you, protect yourself**

- Use the extinguisher only if:
- Warn the centre's Information Point.
HEALTH EMERGENCIES

If the person requiring assistance is unconscious, first call 112 and inform the Information Point as soon as possible.

1) Always follow the instructions that you receive from the UB interlocutor or the person in charge.
2) Do not move around UB facilities if you are not authorized. Access to decks, centres of transformation of electrical energy, machine rooms and similar technical facilities, and confined spaces or enclosures is prohibited.
3) Do not use any facility nor manipulate any UB equipment or product or waste containers without authorization.
4) Keep the facilities clean and tidy during and after work. Disorder creates confusion and mistakes, and causes accidents.
5) Put physical barriers to tasks that entail a risk for third parties.

IN CASE OF EMERGENCY

WHERE IS YOUR NEAREST EMERGENCY EXIT?

FACULTY OF FINE ARTS

If your clothing catches fire

If your building has defibrillators, stay calm during the emergency and follow the instructions for use: there is no risk for you.

Locate the nearest emergency equipment to be able to use it in case of burning, contact with corrosive or toxic products, etc.

IN CASE OF EMERGENCY CONTACT THE INFORMATION POINT

9340 34060

ossma@ub.edu

IN CASE OF EMERGENCY CONTACT

THE INFORMATION POINT

9340 34060

ossma@ub.edu