



# In Case of Emergency at MCFRS Fire Stations

(Fire, Haz-Mat spill, Gas Leak, Electrical Hazard, etc.)

\* Notes that pertain to stations with LFRD ownership or presence are in green. \*

## Take the Following Immediate Actions:

- Immediately evacuate the danger zone and account for all personnel.
- If applicable, call for appropriate emergency assistance.
- Take reasonable actions necessary to decrease the impact.
- Immediately call DGS Facilities Management (240) 777-7777 and report the nature of the emergency. Document the name of with whom you spoke.
- Call the on-duty BC for notification purposes. The on-duty BC will notify the on-duty DOC for notification purposes.
- **Make all appropriate LFRD notifications (if applicable).**
- The DOC or designee will notify the on-call FRS Facilities emergency POC as noted in the Operational Support Calendar via phone and email. If there is no answer, leave a descriptive message of the problem and provide call back information.
- Refer to and follow the MCFRS Fire Station Defect Reporting Guide.

If you are not sure, assume the issue to be an emergency.