

TURUN **TEKNOLOGIAKIINTEISTÖT**

KOy IndustryCity

Rescue Plan



KOy IndustryCity rescue plan

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1 Introduction

The drafting, upkeep and communication of the rescue plan are based on the requirement of the Rescue Act (379/2011). In this rescue plan, there is an account:

1. for the conclusions of the assessment of hazards and risks;
2. for the safety arrangements of the building and the premises used in the operations;
3. regarding the instructions to be given to people for the prevention of accidents and acting in accident and danger situations;
4. other possible actions for independent preparation at the location. (Rescue Act 379/2011, Section 15))

The rescue plan must be kept up to date and it must be communicated in the necessary way to the persons in the relevant building or other site. (Government Decree on Rescue Action 407/2011, Section 2.)

There are also other requirements for safety in the Rescue Act; the most important of these are: The owner and holder of the building and the operator must, for their part take care that the building, structure and its surroundings are kept in such condition that:

1. the risk of the starting, intentional starting and spreading of a fire is slight;
2. the people in the building can vacate the building in the event of fire or other sudden danger situation or they can be rescued in another way;
3. rescue operations are possible in the event of fire or another accident;
4. the safety of rescue personnel has been taken into account. (Rescue Act 379/2011, Section 9))

The following equipment and devices must be kept in working order and serviced and inspected appropriately:

1. extinguishing, rescue and prevention equipment;
2. devices that facilitate extinguishing and rescue work;
3. fire detection, alarm and other devices signalling the risk of an accident;
4. the lighting and signs of the exit routes;
5. the equipment and devices of the civil defence shelters (Rescue Act 379/2011, Section 12))

The owner and holder of the building and the operator must, for their part:

1. the starting of fires is to be prevented, as well as the arising of other hazardous situations;
2. the protection of persons, property and the surroundings in danger situations is to be prepared for;
3. the extinguishing of fires, and other such rescue measures that they are able to do independently, are to be prepared for;
4. start action for securing safe exit from fires and other danger situations, as well as action for

making rescue operations easier. (Rescue Act 379/2011, Section 14))

2 Basic property information

A former prefabricated factory and hardware store, renovated into an office and production building.

Production and storage facilities -Wärtsilä product maintenance and field service depot

Fire risk category 1

2.1 Basic information

Property name	KOy IndustryCity
Building address	Teollisuuskatu 35 20520 TURKU
Number of buildings	1
Number of operators	1
Property owner	Turun Teknologiakiinteistöt Oy http://www.turunlogiakiinteistot.fi/?id=4
Year of construction	2023
Surface area	10,000 m ²
Number of floors	2
Fire class	P1
Building material	Concrete
Use	Warehouse, Production space

2.2 Other information

The site falls within the area of the following rescue service: Southwest Finland. The rescue department's estimated time of arrival at the site is approximately 6 minutes.

Location of the fire alarm	Cooling centre, on the street side of the property
Maintenance	Are Oy phone 020 5305700 service 020 5305700
Gathering area	Large paved area at the end of the building, on the office wing side
Back-up gathering area	Determined if necessary
Key storage lock box	The maintenance lock is at the door of the technical rooms
Key storage lock box	The rescue department's pipe lock is on the door of the long-distance cold store
Number of civil defence shelters	1
Location of civil defence shelter VSS1	Basement. Access from the fire alarm control centre corridor 013b down the stairs.
Heating type	District heating
Main water shutoff	In the boiler room immediately to the left of the door
Heat distribution room	On the street side wall, on the large hall side of the property. Entrance through the wall door immediately to the right.
Electricity switchboard	On the street side wall, on the large hall side of the property. Entrance through the wall door immediately to the right. Warehouse and production areas have their own group centres.
Air ventilation machines	Space 103a Space 201b
Air ventilation emergency stop	Next to the fire alarm From the fire alarm



Access to technical areas and site maintenance pipe lock



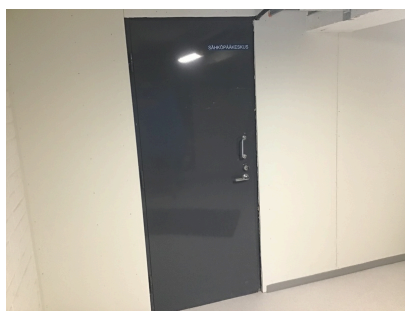
Access to the fire detector in the remote cold room and the pipe lock for the rescue service



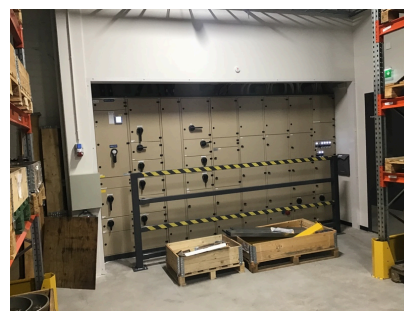
Water inlet shut-off in the heat room



Access to the heat room



Access to the main electricity board



Group electricity centres in storage facilities

The premises of the property

Business premises

Location	Name
 and 2nd floor at the front of the house 	Wärtsilä Oy

3 Organisation

Property manager

Jani Jeromaa
phone 040 0218852
jani.jeromaa@teknologiakiinteistot.fi

3.1 Operators' safety personnel

Company	Person	Contact information
Wärtsilä Oy		tel. 010 7090000

3.2 Important numbers of the property

Task	Name	Telephone number	Service phone number
Maintenance company	Are Oy	020 5305700	020 5305700

3.3 Other important numbers

Operator	Telephone number	Duty hours
Public emergency numbers	112	24 h
Poison information centre	0800 147 111	24 h

4 Hazards

A **hazard** is a factor or circumstance that can cause harm or bring about an adverse event. **Risk** is the combined effect of the probability and severity of harm associated with a threat.

Risk and probability	Causes and consequences	Preparedness
Fire (possible)	Reasons for occurrence: Open fires, candles, smoking, electrical appliances, electrical switchboards and installations, vehicles, fire work, cooking, arson (excess combustible material at waste site, goods on building walls) Consequences: Personal injury and damage to property	Use of open fires only under supervision, no use of broken electrical appliances, fire work only with a fire permit and card, proper waste sorting, no excess combustible material stored on building walls
Accident (possible)	Reasons for implementation: Winter slipperiness, snow or ice falling from roofs, falls in public areas, traffic accident, accidents at work Consequences: Personal injury	Winter maintenance by the building maintenance service (prevention of slipping, snow removal if necessary), notification of any deficiencies to the maintenance service, caution when using stairs and especially outside in winter, maintenance of public areas (e.g. cleaning, not storing excess items in passageways).
Accidents, vandalism, theft (unlikely)	Reasons for implementation: Open/unlocked front door or premises door Consequences: Property damage, risk of personal injury	Keeping doors to warehouses and other premises locked, notifying maintenance if any deficiencies in door locking are found
Water damage (possible)	Reasons for implementation: Lack of maintenance/control, freezing, blockages, equipment failure, storm Consequences: Property damage	Maintenance and upkeep of the building's plumbing system, maintenance of storm drains. Report any observed leaks to property maintenance and upkeep.
Electrical outage (possible)	Reasons for occurrence: Lightning, storm, equipment failure Consequences: Equipment failure, premises freezing in winter	Self-preparedness, e.g. torch, candles, matches, spare power supply for charging mobile phone, warm clothes in winter. Evacuate the building if the situation becomes protracted

Risk and probability	Causes and consequences	Preparedness
Gas hazard (unlikely)	Reasons for implementation: Transport of dangerous goods, fire in the vicinity Consequences: Shelter in place.	Follow the instructions of the authorities, refer to the general instructions for the general danger sign.
Radiation hazard (unlikely)	Reasons for occurrence: Radiation accident Consequences: Shelter in place	Follow instructions from the authorities, home security, familiarise yourself with the instructions in advance

5 Safety procedures

5.1 Safety at premises

The property has a recording CCTV system.

Camera surveillance

Description	CCTV surveillance of the area and the property
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5.2 Extinguishing equipment

Location	Extinguishing equipment	Description
Electricity/furnaces	Fire extinguisher	5kg of carbon dioxide CO2
Firework room	Fire extinguisher	2 pcs 43A 233BC 6 kg powder extinguishers
Large ventilation room	Fire extinguisher	12kg hand-held extinguisher
On premises 1/300 m2	Fire extinguisher	34A Class 183B, 6 litre foam extinguishers
On the premises	Fire hydrant	Hose length 30 m



6kg and 12kg fire extinguishers



CO2 extinguisher for electrical and telecommunications rooms



Fire hose

Hand-held fire extinguishers should be inspected:

- at least yearly when the extinguisher is subjected to factors affecting its operational ability, such as moisture, vibration or fluctuations in temperature (outdoor areas)
- at least once every two years (indoor areas)

Fire hydrants should be inspected:

- The functionality of the rapid fire hydrants should be checked every year. A pressure test for the rapid fire hydrant hoses should be performed at five-year intervals.

5.3 Safety equipment

Smoke extraction

The purpose of smoke ventilation is to remove fire gases, smoke and heat from the premises. The smoke ventilation equipment must be maintained and tested regularly according to the user maintenance instructions. The smoke ventilation equipment may only be used by the rescue services.

Smoke removal machine

Description	<p>The building is equipped with a pressurised smoke extraction system with smoke vents and windows A total of 27 smoke vents in the roof.</p> <p>Wärtsilä premises:</p> <ul style="list-style-type: none"> - SL PH, stairwell - SL KP, stairwell - SL 1-1, laboratory space on the 1st floor - SL 1-2, maintenance and loading space on the 1st floor - SL 1-3, clothes storage space 1. - SL 1-4, workshop on 1st floor - SL 1-5, high storage room on 1st floor - SL 1-6, equipment calibration room - SL 2-1, office room on 2nd floor - SL 2-2, laboratory on 2nd floor - SL 2-3, ventilation room on 2nd floor
Location of centre	Next to the fire alarm control centre on the ground floor, next to the staircase of the civil defence shelter
Smoke removal activation	From the Fire Notification Centre



Office smoke extraction windows



Roof smoke vents



Smoke extraction units and fire alarm control panel in the corridor of stairwell 013b

Exit guide, security or signal light

Emergency exit signs show how to exit the building. Any faulty or incomplete signs must be reported to property maintenance services.

Exit guide, security or signal light

Description

Always illuminated exit signs and exit route lighting, which is activated when the normal lighting fails. The lighting has a minimum operating time of 60 minutes.

Location of centre

Fire alarm

Coverage

Exit routes and exits from the building



Exit signs



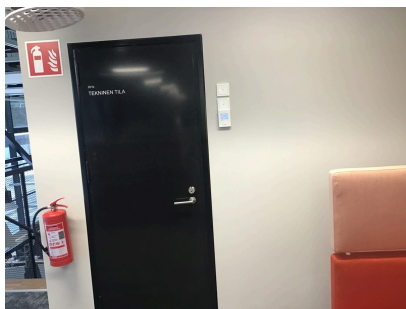
Safety lights

Ventilation emergency stop

If the building is subjected to an external danger, such as fire gases from an adjacent building, the ventilation must be shut off. In such a case, the rescue authorities usually issue an emergency warning, providing additional instructions, such as to turn off ventilation systems.

Air ventilation can be stopped by anyone.

Ventilation emergency stop: Next to the fire alarm, From the fire alarm



Access to the office ventilation room



Access to the ventilation room in the warehouse and production area

5.4 First aid

According to the Occupational Safety and Health Act (738/2002) 46 §, the employer is obligated to ensure the availability of first aid to employees and other personnel at the work place, to provide directions for getting first aid, as well as reserve enough first aid supplies at the work place or in its close proximity.

- The ambulance will be directed to: To the entrance. Staff will arrange for a person to guide the ambulance.

5.5 Fire safety

Fire alarm

The purpose of the automatic fire alarm system is to warn people in the property about an imminent fire. The system detects fires quickly as sensors react to the fire and the alarm bells start ringing. The system will alert the emergency response centre automatically.

Fire alarm

Description	The automatic fire alarm control panel is connected to the building's fire detectors, fire alarm buttons and fire sirens. Unit ID: 8900/55650
Location of centre	Cooling centre, on the street side of the property
Coverage	Property
Type of centre	Prodex FIREscape



Fire alarm buttons



Fire alarm centre, remote smoke extraction and emergency stop button for ventilation in the remote cooling room



Fire detectors

Securing the functionality of the notification transfer connection

- Periodic maintenance and malfunction repairs
- Monthly testing of the notification transfer connection
- Periodic inspections

Actions in the event of malfunction of the notification transfer connection

In the event that a malfunction is detected in the notification transfer connection, an enhanced surveillance is performed on the premises with the help of personnel.

- Connection to the emergency centre
- An on-call person to supervise the fire alarm centre
- An on-call person makes the emergency notification if needed and guides the rescue department to the site of fire

Fire compartmentalisation

The purpose of fire compartmentalisation is to limit the spread of smoke and fire and to secure safe exiting. For this reason, it is very important that the fire doors are kept closed. **Fire doors must not be wedged open.**

Spaces which differ from each other fundamentally in terms of usage or fire load are divided up into separate fire compartments, if it is necessary for the protection of property or personnel. (usage way compartmentalisation)

Fire compartmentalisations in the buildings:

Building	Type	Description
Industrial street 35	Usage method compartmentalisation	The building's fire class is P1. The office spaces are separated from the production areas by fire partitions. The size of the fire compartment in the production areas is approximately 6000 m ² . The boundaries of the fire compartments are shown in the attached fire engineering drawings.

Fire load

Easily ignited material or other objects must not be stored in the attic, cellar, under the building or in its immediate vicinity if that means that it causes a risk of a fire starting or spreading or if it makes extinguishing a fire more difficult.

A property contains the following types of fire load:

Building	Type of fire load	Location
Industrial street 35	Gas cylinders	Hot work room
	Acetylene and oxygen cylinder	

Rescue route

The rescue way is a drive way, which the rescue department's vehicles can use in emergency situations to reach to within close proximity of the building.

- It is not permitted to park cars, pile up snow, set up lampposts, plant vegetation, or do, leave, or set up anything else that might block traffic on the rescue way.
- Escape routes must be indicated with a text sign in accordance with Ministry of the Interior decree no. 468 of 2003.
- A rescue way sign is not used if the rescue way is not marked in the building's construction permits.
- Please contact rescue authorities for advice on any escape route questions.

Rescue route

Location

Driveways in the yard

Description

The entrances to the lanes are marked with traffic signs



Escape road in front of the office wing



Escape route to the rear wall of the property

Emergency exit routes

The principle of exit safety is that all spaces of the building must have at least two exit routes at all times which do not require keys or other tools to open the doors. Doors are not to be kept double-locked during working hours. Objects are not to be stored in front of the exits.

There are the following types of evacuation procedure in the property:

Building	Evacuation procedures
Industrial street 35	Exit the site via the nearest marked exit route. Staff will guide and assist potential guests and clients out of the property. Once outside, proceed immediately to the assembly area.

Gathering area: Large paved area at the end of the building, on the office wing side

Hot work

Hot work is defined as work in which sparks arise or in which naked flames or other heat sources are used and may cause a fire hazard. Such work includes e.g. oxyacetylene and arc welding, flame and arc cutting, disc cutting and metal grinding, which create sparks, as well as work involving the use of gas burners, other open fire or combustion air blowers. Alternative methods must always be considered for hot work due to the fire hazard it presents.

Carrying out hot work always requires a hot work licence. The person carrying out the hot work must have a valid hot work card.

Location of the permanent hot work site:

1. floor, Wärtsilä premises

The fire alarm system tender must take care of any deactivations needed so that the hot work or other refurbishment work does not cause an unnecessary fire alarm.

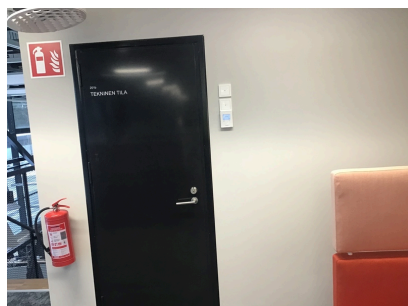
Any possible fire alarm system deactivations are to be fixed.

6 Other arrangements

6.1 Ventilation device

Ventilation device #1

Location	Space 103a
Description	A large ventilation room that provides ventilation for the warehouse and production area of the building
Emergency stop switch location	Next to the fire alarm



Access to the office ventilation room



Access to the ventilation room in the warehouse and production area

Ventilation device #2

Location	Space 201b
Description	A small ventilation machine to manage the ventilation of offices
Emergency stop switch location	From the fire alarm

7 Action guidelines

The following pages contain a guide on accident prevention and on how to act in accident and danger situations. **Read the action guide carefully!**

The correct actions, solutions, and choices prevent and limit accidents. This way accidents can be minimised or they can be prevented altogether.

Safety and security are our shared concern!

7.1 Alerting help

In all urgent emergency situations, whether it be a police, fire department, paramedic, or a social worker case involving an urgent need for help CALL THE EMERGENCY NUMBER: **112**

Call the emergency number yourself if you can

It is important to make the emergency call yourself, if the matter concerns you. The victim has more knowledge on the situation, based on which the dispatcher can send help accordingly. Using middle-men to make the call can delay getting the right kind of help on site.

Tell what happened

The emergency centre dispatcher will ask the caller about what happened so that they can send the appropriate assistance.

Give the exact address and municipality

The emergency centre might have several same addresses in different municipalities/cities in its service area. Therefore it is also important to know the name of the town/city/municipality where the accident has taken place.

Answer the questions that are asked of you

The questions asked by the dispatcher are important. They do not delay alarming for help. In urgent cases the dispatcher already alerts the authorities and other partners during the call, and gives them more information on what has happened.

Act according to the information given to you

The dispatcher is trained to give instructions in various types of situations. It is important to follow the given instructions. Correct initial actions often play an important role in the end result.

End the call only after you're given permission to do so.

Ending the call too soon may delay the help from arriving. After you are given the permission to end the call, end it. Keep the phone line open. The dispatcher or the help on its way may need additional information on what has happened.

In an emergency, the rescue department shall be guided as follows:

To the fire alarm centre. The staff will organise a person to guide the rescue services

7.2 Sudden illness or accident

Clarify and check

- What has happened?
- Check the person's condition (do they wake up, are they breathing?)

Give first aid if needed.

- Turn an unconscious but breathing patient into the recovery position on their side.
- If the person is not breathing, start with first aid.

Make an emergency call.

- Call the number **112**.
- Tell where you are calling from. **Teollisuuskatu 35, TURKU**
- Tell what happened
- Act according to directions.
- Inform the emergency centre of any changes that take place in the condition of the patient.

Adult basic resuscitationRecognition of cardiac arrest

- basic resuscitation should be started for every unresponsive patient
 - who is not breathing
 - whose breathing is not normal
- loud/crackling and irregular breathing in an unresponsive person indicates cardiac arrest

Emergency notification

- An emergency call should be made immediately to the public emergency number **112**
 - if the person is unresponsive
 - if the person is not breathing normally
- If you are resuscitating the person alone
 - put the phone on speakerphone
 - you can resuscitate and listen to the instructions from the emergency centre

CPR

- CPR should be started as soon as possible
 - the point of application of pressure is the lower part of the sternum
 - place the base of the palm of one hand on the pressure point and the other hand on top of it
 - it is recommended to change the pressure reliever every 2 minutes (if possible)
- The stimulation should be started with 30 compressions

Puff release

- Alternate between 30 compressions and 2 inflations
- Blow two calm puffs of about one second each
 - the chest should rise and fall with the blows
- If puffing fails, continue uninterrupted puffing

7.3 Fire

Save and warn

- Rescue those in immediate danger and warn others.
- Direct people to the gathering area.

Extinguish and contain

- Try initial extinguishing and avoid smoke. Do not put yourself in danger.
- Contain the spreading of the fire and smoke by closing the windows and doors that lead into the fire area.

Alert

- Use the fire alarm button to alert the fire department and to warn others with fire bells.
- After getting to a safe location, call the number **112** (also after using the fire alarm button).
- Say where you are calling from, where the fire is (address and floor) and if there are people in danger.
- Do not hang up the phone until you are given permission to do so.

Guide

- Direct the rescue personnel to the location.
- In an emergency, the rescue department shall be guided as follows: To the fire alarm centre.
The staff will organise a person to guide the rescue services

In evacuation situations the gathering area is: Large paved area at the end of the building, on the office wing side

Back-up gathering area: Determined if necessary

7.4 Action in a fire alarm situation

The building has an automatic fire alarm system, which sends an alert to the rescue department. Everyone must vacate the building immediately when they hear the fire alarm.

- Bring outdoor clothes with you if they are nearby.
- Close doors and windows
- Use the nearest escape route to exit the building.
- Direct customers and guests.
- Call the number **112** from a safe location and provide further information about the situation. At the same time, you will make sure that the emergency center has been notified about the fire.
- Move to the gathering area; do not stay in front of the entrances.
- No-one may leave the gathering area without permission.

Gathering area: Large paved area at the end of the building, on the office wing side

The danger is only over when the rescue department gives permission to return to the building. The safety personnel of the property passes on the announcement concerning moving back inside to the personnel.

7.5 Activities at the meeting place

Meeting place: Large paved area at the end of the building, on the office wing side

Depending on the situation, consider whether it is safe to stay at the designated assembly point or whether people should be directed elsewhere, for example to a nearby property. **Things to remember at the assembly point:**

- dealing with any injured persons, informing security staff
- care for persons with reduced mobility or other disabilities
- inform the rescue services if you know someone is trapped inside

If the assembly point is not safe, move to a safer place (further away from the building or temporarily to a nearby building). If necessary, the authorities will designate shelters for longer-term protection.

7.6 Assisting people with reduced mobility in emergency situations

In an emergency situation, the movement of people with reduced mobility out of the building may be difficult and slow. Try to help them as much as you are able to.

Things to consider when helping people with reduced mobility

- Help a person with reduced mobility to exit, within the limits of your own capabilities.
- Take care of the person you helped also after getting out.

7.7 Water damage

Action guide

- Disconnect power from where the leak is and from its proximity.
- Stop the water from flowing, from i.e. the water mains, if possible.
- Notify of the situation immediately:
 - to the maintenance personnel: Are Oy, phone 020 5305700, service 020 5305700
- Contact the emergency number if needed **112**.
- Main water shutoff: In the boiler room immediately to the left of the door
- Heat distribution room: On the street side wall, on the large hall side of the property. Entrance through the wall door immediately to the right.
- Electricity switchboard: On the street side wall, on the large hall side of the property. Entrance through the wall door immediately to the right. Warehouse and production areas have their own group centres.

Should there be threat of water outside the building

- Inform property maintenance and, if needed, the emergency centre on **112**.

7.8 When violence is threatened

In an **unarmed threat situation, do the following.**

- Act calmly and try to reassure the person with your own behaviour.
- Make sure you do not turn your back or corner yourself so that you always have an escape route from the threatening person.
- If possible, ask for help.
- Run away and help others to escape from the scene

Take care of your own safety. Try to direct the threatening person to a place where they cannot be harmful to others. After the incident, report the incident to the police if necessary.**If the threatening person has a weapon, do the following.**

- Do not resist.
- Do only what the threatening person tells you to do.
- If possible, try to warn others.
- After the incident, call 112. Listen to the instructions and act on them.

Any threat or observation of a possible threatening situation must be taken seriously and reported to the police immediately.

7.9 Bomb threat

Bomb threats are often baseless and made by a disturbed person, but they should always be taken seriously and any threat should be reported to the police. The important thing is to maintain your composure and calm.

- When the threat comes over the phone
- Remain calm. Prolong the call.
- Take notes. Write the threat down verbatim.
- Ask questions.
- Where is the bomb?
- What does the bomb look like?
- When will the bomb explode?
- Why?
- Pay attention to the caller's speaking style and tone of voice.
- Are there any dialects or other distinctive features in his speech?
- Is he or she agitated?
- Does he read the message from the paper?

After the call, report it to **112**. Follow the instructions given by the authorities.

7.10 Public warning signal

The public warning signal is a one-minute-long ascending and descending tone or a warning announcement by the authorities. The length of the ascending tone is 7 seconds. The public warning signal means an immediate danger threatening the public.

The All Clear signal is a one-minute-long monotonous signal. It is an announcement of the threat or danger having passed.

Act in the following way after you've heard the public warning signal

- Proceed indoors. Close doors, windows, ventilation holes, and air conditioning devices.
- Turn on the radio and wait for instructions.
- Avoid using the phone to prevent telephone lines from getting jammed.
- Do not leave the area unless urged to do so by the authorities.

Gas hazard**Public warning signal in danger situations concerning gas****Do the following**

- If you are indoors and can smell gas:
 - stay inside, get to the top floors and listen for further information on the radio
 - place a wet cloth over your mouth and breathe through it
- If you are outside when you smell gas but are not able to get indoors:
 - hurry into side wind from underneath the gas cloud
 - try to get as high as possible, for example to the top of a hill

Additional information on taking cover from gas

- Switch off air conditioning devices and close doors and windows tightly.
- You can also close or tape inside doors and stay in upwind areas.
- If you smell gas you can breathe through a moist and spongy cloth.
- The authorities will announce on radio or with vehicles with loudspeakers when the gas cloud has dispersed. Ventilate indoors well after the event.

Radiation hazard**A public warning signal is given upon the threat of radiation.****Go inside.**

- Close doors, windows, ventilation holes, and air conditioning devices.
- **The centre and basement of the building are the best places to take shelter. Take iodine tablets only when advised to do so by the authorities (there should be two iodine tablets per person).**

Avoid moving outside**Additional instructions**

You will get additional information from your city's rescue authorities, from broadcast media, and from Yle's (the Finnish Broadcasting Company's) Teletext page 867. You can also find information from the Finnish Radiation and Nuclear Safety Authority's website www.stuk.fi and the website of the rescue authorities www.pelastustoimi.fi.

7.11 Blackouts

In the event of a power cut, the safety lights will remain on.

Action during a power cut

Electricity is down in the operating premises, but the lights of public areas are still working

- If possible, check the fuses in the operating premises' own electrical switchboard.
- If the problem was not solved, contact property maintenance (tel. 020 5305700).

Electricity is down in both the operating premises and the public areas

- Use a flashlight
- Direct others, if so needed.

8 Civil defence

The purpose of the civil defence shelter is to protect people from collapses, explosion pressure waves and fragments, gases, radiation and fire. This property has a civil defence shelter. It is recommended that a civil defence shelter have an elected manager and deputy. It is good for the property's shelter's manager to learn how to use the equipment and how to prepare the shelter for use.

This property has a civil defence shelter:

Location	Protection grade	Location of equipment
Basement. Access from the fire alarm control centre corridor 013b down the stairs.	S1	In the shelter

The civil defence shelter is in class S1. The civil defence shelter in protection class S1 is a newer shelter, built after 1971. It is possible to stay in this shelter model for long time periods. The shelter has a manually operated or mechanical air intake machinery, equipped with a pre-filter and an activated carbon particle filter.

The authorities provide instructions by radio if it is necessary to move to civil defence shelters and information on which of the public shelters people are to move to. Moving into the civil defence shelters therefore always happens as a result of direction by the authorities. Accidents occurring in normal times do not generally ever require taking cover in civil defence shelters, with taking cover indoors being sufficient. There are 110,000 spaces altogether in the civil defence shelters of Finland.



Civil defence shelter emergency exit



Civil defence shelters ventilation machine



Door to the civil defence shelter

9 Storing movables

Storage of different kinds of objects may lead to a hazard of fire starting or spreading, the prevention of safe exit in an emergency situation and increased difficulty in extinguishing the fire.

The building's exit hallways and staircase areas must be kept walkable and clear of any obstacles.

Exit corridors, staircases, inside hallways, and storage area passages

- It is not permitted to store any items.

Under or near buildings

- It is not permitted to store flammable material or other goods by the walls of the building, e.g. garbage containers, piles of cardboard, or transportation trays

Attention!

- The rescue authorities can permit single case exceptions, for example for storing a larger amount or allowing storage in a different place or limit storing, if safety requires that

10 Attachments

This rescue plan has the following attachments:

- How to use a small fire extinguisher

Appendix A How to use a small fire extinguisher

A.1 Extinguishers

- Turn the extinguisher upside down and shake the extinguisher to ensure the powder's running.
- Remove the safety pin.
- Approach the fire from the direction of the wind.
- If you are indoors, approach low on the floor, as this will improve the visibility.
- Take a hold of the extinguisher's hose from the end and direct the extinguishing substance at the base of the flames, don't cut through them.
- Start extinguishing from the front and continue towards the back, or from bottom to top.
- Extinguishing can be improved with a back and forth motion.
- The whole area that is burning must be covered in the extinguisher cloud.
- After the flames are extinguished the extinguishing can be stopped.
- Observe the burnt object and make sure that the fire is out.
- If the target catches fire again, repeat the extinguishing.

A.2 Fire hydrant

- Open the fire hydrant cabinet. If necessary, break the plastic covering of the lockguard by, for example, hitting it with your elbow.
- Open the stopcock and pull out as much hose as you need.
- Turn on the nozzle at the end of the hose and begin extinguishing from a safe distance.
- Direct the water jet at the base of the flames and continue until the fire has been extinguished.
- Make sure the fire has been put out. Suffocate or wet all possibly still- smouldering spots.

Do not put yourself in danger. Avoid breathing smoke. If the extinguishing is not succeeding, move to safety. Close the door to the space to limit the fire.