



## **Parks and Facilities Department**

986 County Road 10

**Tel:** 705-932-2911

Millbrook, ON

**Fax:** 705-932-3458

L0A 1G0

[www.cavanmonaghan.net](http://www.cavanmonaghan.net)

# **Cavan Monaghan Community Centre Emergency Procedures Instructions to Occupants in Case of Emergency.**

Within this document an “emergency” can be either a fire or gas leak. In the event of an emergency the Cavan Monaghan staff will be present to assist its patrons in a quick and orderly manner.

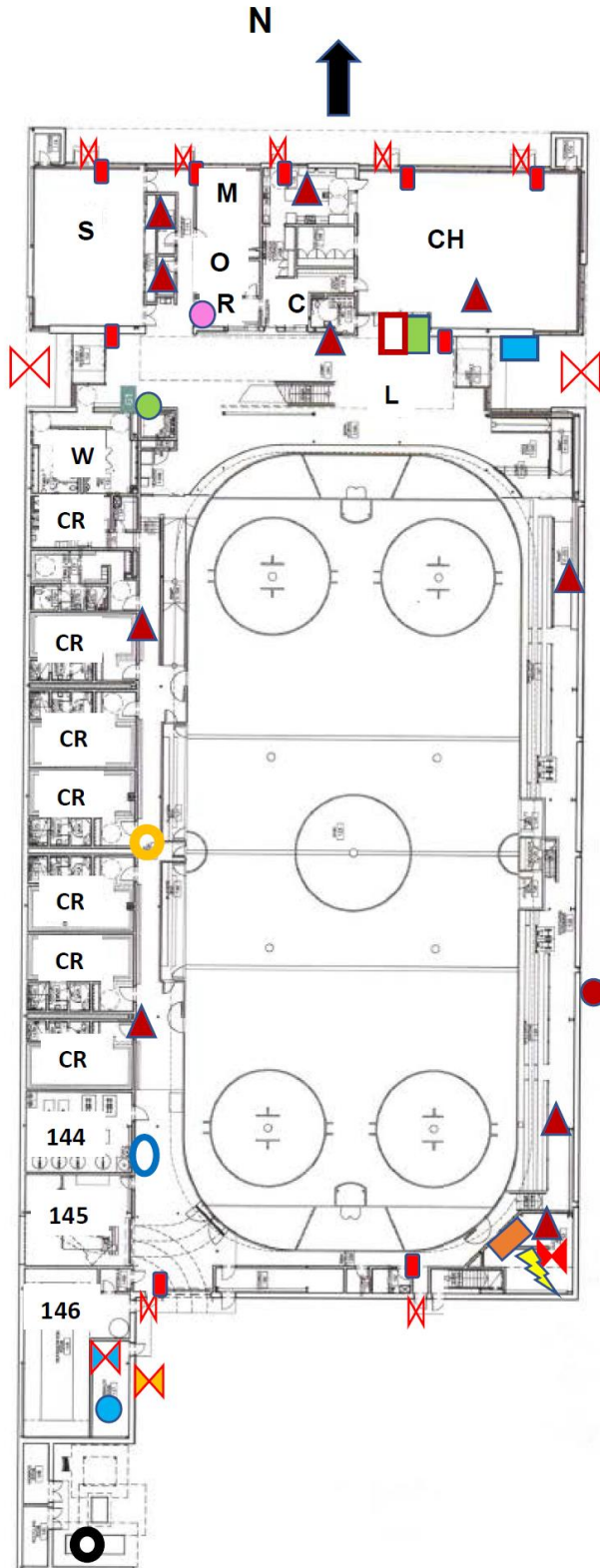
If you or one of your participants discover an emergency or here the alarm you need to:

- Remain Calm.
- Sound the alarm by pulling the nearest pull station (if you detected the emergency),
- Immediately leave the building at the nearest exit.
- If you encounter smoke or flames at the exit use an alternate exit to leave the building and do your best to shout out to others about the danger.
- Once safely outside the building you will call 9-1-1 and provide them with your

location:

**The Cavan Monaghan Community Centre  
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- While outside stay together with others who have left the building and wait for instructions from our staff and Fire Officials.
- It is the Renter’s responsibility to ensure they have quick access to these Emergency Procedures during their rental and to communicate the information to their guests/participants.



**CMCC Ground Floor**

**Legend:**

- Exit
- Pull Station
- Fire Extinguisher
- AED Unit
- Elevator
- FD Connection
- Fire Alarm Control Panel
- Fire Alarm Annunciator
- Fire Safety Plan Box
- PA System
- Gas Main Shut Off
- Water Main Shut Off
- Electrical Main Shut Off
- Generator
- Carbon Monoxide Alarm
- Eye Wash Station

Rooms/Spaces:

- Community Hall - CH
- Studio - S
- Meeting Room - M
- Office - O
- Reception - R
- Concession - C
- Lobby - L
- Team/Referee Change Room -CR
- Washrooms - W
- Mechanical Room - 144
- Resurfacer/Olympia Room - 145
- Refrigeration/Ammonia Room 146
- Sprinkler Room
- Electrical Room