

# FIRE SAFETY PLAN



**RAHBAR COLLEGE  
OF DENTISTRY**

**PRINCIPAL  
PROF. DR. MUHAMMAD NASIR SALEEM  
RAHBAR COLLEGE OF DENTISTRY**

No.102/RCoD/P/110 Dated: 30 July 2024

To: Director Admin

**Prof. Dr. Muhammad Nasir Saleem**  
BDS (Hons), FCPS, MSc, ICMT,  
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Principal  
HOD Operative Dentistry,  
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# SOP - FIRE SAFETY

## RAHBAR COLLEGE OF DENTISTRY

1. The college is dedicated to providing a safe environment for its staff, students, and visitors. Ensuring fire safety through the proper management of fire safety systems and procedures is a key aspect of this commitment. Every member of the college community has an obligation to adhere to the fire safety guidelines outlined in this Standard Operating Procedure (SOP). Fire is acknowledged as a significant threat to the college's activities. Even a minor fire outbreak poses risks to life and property and disrupts routine operations. Fire fighting is inherently dangerous, and it is crucial to recognize the hazard present at all emergency scenes. Ensuring safety in emergency situations and operational environments can be achieved by developing, understanding, and following the College's Standard Operating Procedures (SOPs) while utilizing available resources correctly.
2. **Aim:**  
To provide practical fire safety framework in order to ensure the safety of everyone within the college community and assets
3. **Objectives:**
  - a) Chances of fire outbreak are minimized.
  - b) In case of fire outbreak, full efforts to be used to put off the fire in a very organized manner to avoid loss to lives and material.
4. **Likely Places of Fire Outbreak**
  - a) Laboratories
  - b) Offices
  - c) IT Room
  - d) Boys/Girls Hostels/ Café Kitchens
  - e) Electricity Junction Points
  - f) Generators/ Transformer
5. **Nature of Fire**
  - a) Electric short circuiting
  - b) Chemicals in the laboratories
  - c) LPG cylinders/ Sui Gas

## 6. Resources Available:

Details are as under:

- a) Fire Hydrants – Annexure A
- b) Fire Extinguishers – Annexure B
- c) Manpower
  - i. During office hours – Annexure C
  - ii. After office hours – Annexure C

## 7. Assembly Area

Following are the designated assembly areas and will be used according to the location of incident site

- Polo Ground
- RMDC Car Parking Area

## 8. Immediate Actions on Fire Outbreak

### *a) During Office Hours*

- (1) The individual who observes smoke or fire first should start shouting "Fire, Fire, Fire".
- (2) The concerned department or individuals present in close vicinity of incident site to immediately use fire extinguishers placed at closest fire point.
- (3) At the same time, inform the Chief Security Officer or Security Department on intercom.
- (4) Security department representatives' will immediately reach the incident site and will evaluate the gravity of situation and decide the further course of action.
- (5) In case of major fire outbreak, college fire fighting procedure will start by activating siren. Meanwhile, Rangers Security Force control room will be informed for help from Fire Brigade Department and Rescue 1122.
- (6) On hearing the siren, designated fire fighting parties will immediately get together at above mentioned assembly area located closest to incident site Incident will be reported immediately on telephone to college chain of command.

**b) After Office Hours**

- (1) The individual who observes smoke or fire first should start shouting "Fire, Fire, Fire."
- (2) The concerned department or individuals present in close vicinity of incident site to immediately use fire extinguishers placed at closest fire point.
- (3) At the same time, inform the Security Supervisor present round the clock at Rangers Control Room on intercom or Security Guard present near the incident site
- (4) Remaining actions are same as mentioned above.

**9. Fire fighting Parties**

- a) Fire fighting party
- b) Salvage party
- c) Cordon party
- d) Evacuation party

**10. Action/ Duties of Fire fighting Parties**

**A. Fire fighting Party**

**(1) Composition**

**(a) Commander**

- Adm Inspector

**(b) Members**

- Adm NCO
- Office boy no. 1
- Office boy no. 2

**(2) Duties**

Party will immediately reach the assembly area along with available fire fighting equipment on hearing the siren and as per evaluation of situation, will start fighting the fire.



## **B. Salvage Party**

### **(1) Composition**

#### **(a) Commander-**

- Supervisor Labs

#### **(b) Members**

- Duty Runner

### **(2) Duties**

Salvage party will immediately reach the assembly area on hearing the siren and as per evaluation of situation, will start carefully removing the valuable items according to priority from the incident site.

## **C. Cordon Party**

### **(1) Composition**

#### **(a) Commander**

- Guard Commander ex 25 Wing

#### **(b) Members**

- Soldier no. 01
- Soldier no. 02

### **(2) Duties**

Cordon party will immediately reach the assembly area on hearing the siren and as per evaluation of situation, will cordon the incident site to ensure no unauthorized entry into the area

## **D. Evacuation Party**

### **(1) Composition**

#### **(a) Commander**

- Duty Doctor

#### **(b) Members**

- 2 x Lab Assistants

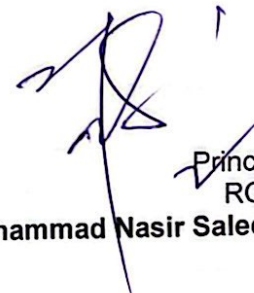
## 11. Training

Following training will be imparted to college employees and students on quarterly and six months basis

- A. Lectures
- B. Drills
- C. Demonstrations/ Practice of using fire fighting equipment

List of Important Telephone Numbers - Annexure D

No.102/RCoD/ dated July 2024



Principal  
RCoD  
(Prof. Dr. Muhammad Nasir Saleem)

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**ANNEXURE A**

**STATE OF HYDRANTS**

**RCOD**

Sr no.	Location	Existing				Remarks
		Hydrant	Cabinet	Pipe	Nozzle	

**ANNEXURE B**

**STATE OF FIRE EXTINGUISHERS**

**RCOD**

Sr no.	Location	Distribution	Remarks

**TYPES OF FIRE EXTINGUISHERS AVAILABLE WITH COLLEGE**

Sr no	Qty held	Weight	Type	Classification	Effective against

**ANNEXURE C**  
**STATE OF MANPOWER**

**RCOD**

Sr no	Manpower	Quantity

**AFTER OFFICE HOURS**

Sr no	Manpower	Quantity



**ANNEXURE - D**

**EMERGENCY CONTACT NUMBERS RAHBAR COLLEGE OF DENTISTRY**

<b>HELPLINE</b>	
Emergency helpline	042-366366834
<b>SECURITY FORCE</b>	
Rangers Security Force	042-36631162
<b>RAHBAR MEDICAL AND DENTAL COLLEGE</b>	
Rahbar Medical and Dental College	042-36636683
<b>POLICE CONTACT NUMBERS</b>	
Police Helpline	15
Saddar Police Station	042-99223034
Chowki Guldast Town	042-36861073
<b>AMBULANCES</b>	
PRTH	042-36637004
Edhi Centre	115
	042-37806664
Rescue	1122
Al- Awan Ambulance (Zafar Iqbal)	0344-1207258
Al- Shifa Ambulance (Muhammad Daud)	0300-4833384
Al- Sheikh Ambulance (Azhar Mehmood)	0333-4503857
<b>FIRE BRIGADE</b>	
Cantt Board	042-99220400