

**STANDARD ANNOUNCEMENTS**

**TEXT 1**

(In the event of activation of fire alarm in the building)

“Ladies and gentlemen, your attention, please. The fire alarm has been activated in the building. We are investigating the situation. Please remain calm and stand-by your speakers for further instruction. Thank you.” (Announce Twice)

**TEXT 2**

(In the event of a need to evacuate from the building)

“Ladies and gentlemen, your attention, please. There exists an emergency situation in the building. Please evacuate by the nearest exit staircase and obey all instructions given by the Fire Wardens. Remember to avoid the use of lifts. (Announce Twice)

**TEXT 2A**

(Message to be announced to floor remaining in the alert mode when phase evacuation of other floors is in progress)

“Ladies and gentlemen, your attention, please. There exist an emergency situation in the building. Our fire fighting team is now dealing with the situation. All occupants please remain calm and stand-by your speakers for further instruction.”

**TEXT 3**

(In the event where evacuation is not required)

“Ladies and gentlemen, your attention, please. The emergency situation is now under control. We regret for any inconvenience caused. Thank you.” (Announce Twice)

**TEXT 4**

(In the event of a false fire alarm)

“Ladies and gentlemen, your attention, please. We have investigated the situation and found it to be a false alarm. We regret for any inconvenience caused. Thank you.” (Announce Twice)