

# Emergency Response Guidelines

## Typhoon/ Heavy Rain



Avoid dangerous places such as flood-prone areas and landslide hazard areas; **evacuate to a safe place.**



Close doors and windows and **check weather conditions** through TV, radio, and the Internet **instead of going out.**



**Do not go near** inundation hazard areas such as brooks, streams, and shores, where **you may get swept away** by the rapids.



Hikers in mountains and valleys **must evacuate to a safe place** rather than go near valleys or slopes.

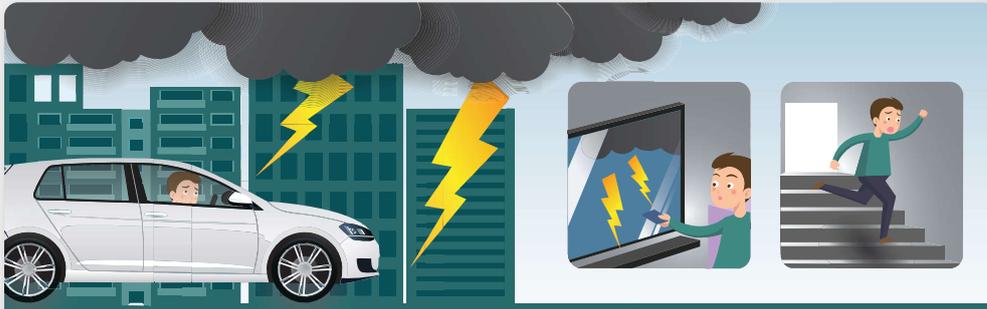


**Do not go near construction sites** due to falling construction materials.

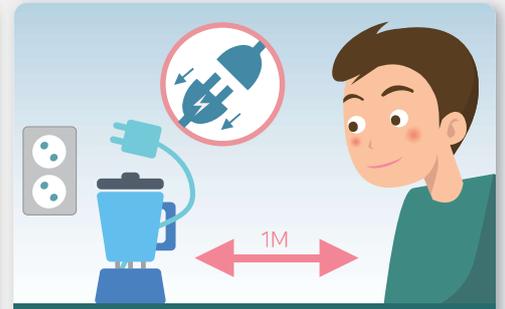


In rural areas, **do not go out** to check rice paddy levees or inlets for irrigation.

# Lightning Strikes



**Avoid going out** when lightning strikes are forecast; evacuate to a safe place such as **cars, buildings, and the basement** when you are outside.



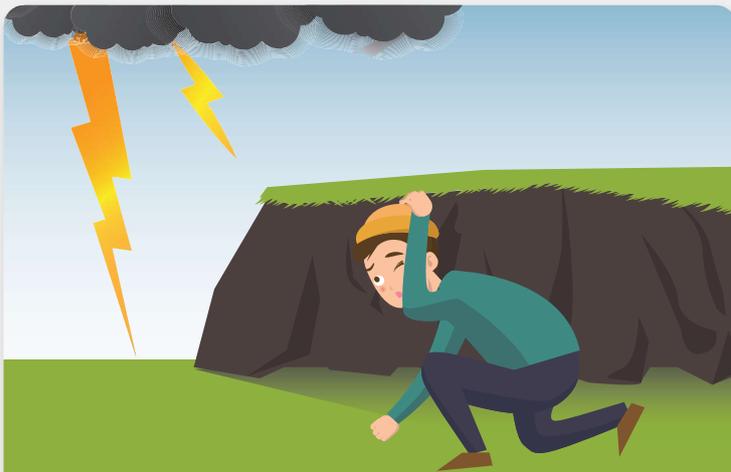
**Unplug** electric appliances and **keep a distance of at least one meter** from them.



Sheltering under rocks in mountains or tall trees is dangerous; thus, **rapidly evacuate to a safe place lowering your posture**.



**Keep long things** such as climbing sticks and umbrellas **away from your body**.



Lower yourself on a flatland; **evacuate to a dry hollow**.



Doing outdoor activities such as golfing, fishing, etc., **take off the equipment and evacuate to a safe place**.

## • Follow the 30-30 safety rule.

If the thunder rolls within **30 seconds** after a lightning flash, immediately evacuate to a safe place. Wait for **30 more minutes** after hearing the last thunder before moving.

# Heat Wave



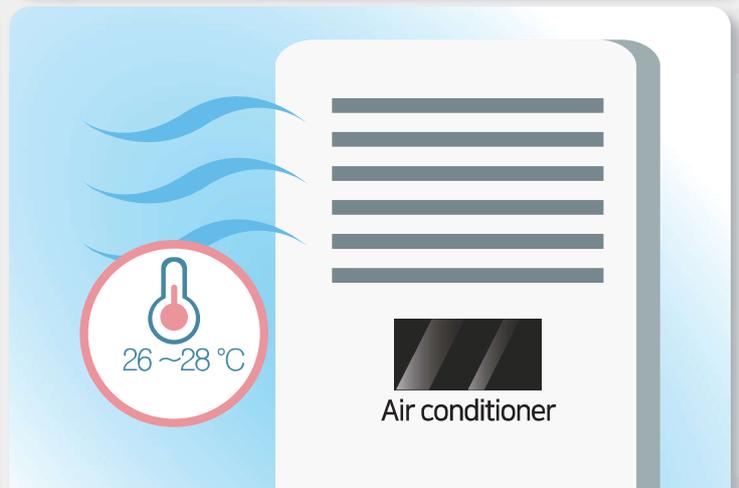
Check weather conditions as often as possible on TV, the Internet, radio, etc.



Drink plenty of water rather than drinks that contain alcohol or caffeine.



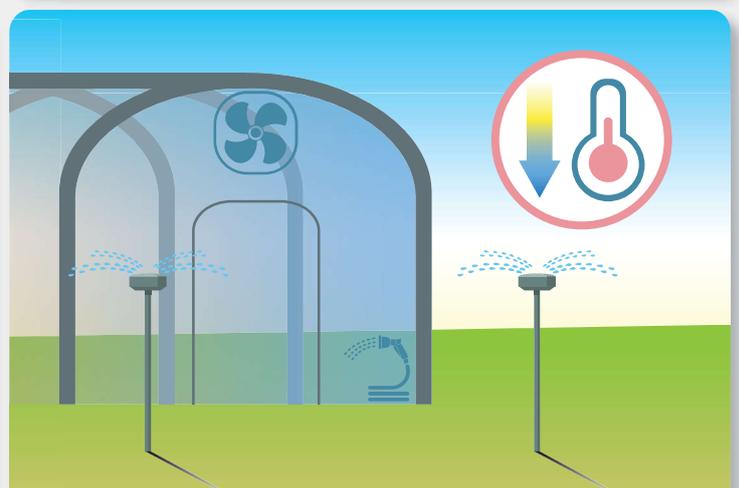
Do not do outdoor activities or work between 2:00 p.m. and 5:00 p.m., the hottest time of the day.



Keep temperature difference in indoor and outdoor air around 5 °C when using an air-conditioner to prevent air-conditioningitis.  
※ 적정 실내 냉방온도 : 26 ~ 28 °C



Use cool places such as a cooling center if having mild symptoms such as dizziness, nausea, and a headache.



Ventilate or sprinkle water on stables, greenhouses, etc. to lower the temperature.

# Heavy Snow



For people in mountainous or isolated areas, **prepare emergency supplies** such as food and fuel.



**Remove snow** in front of your house as often as possible.



Prepare **winter car emergency kits** such as snow chains, calcium chloride, shovels, etc.



**Use public transportation** rather than private cars.

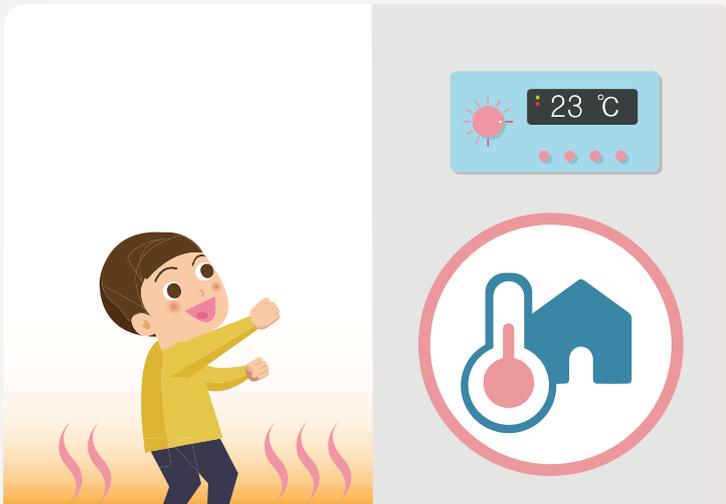


Drive a car **at a low speed** and keep a **safety distance**.

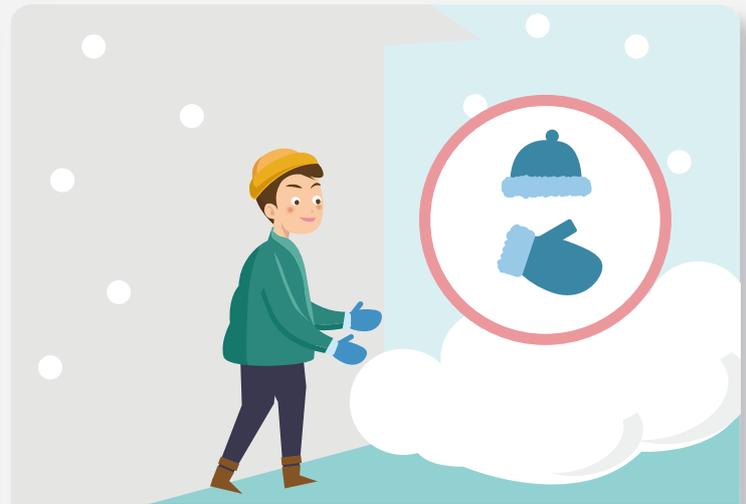


**Call 119** when your car is isolated; **check weather conditions** on TV, radio, and the Internet in the car while waiting **for rescue**.

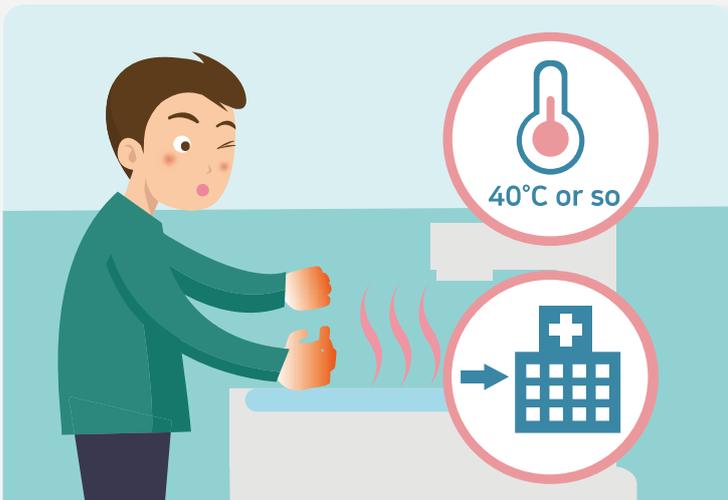
# Cold Wave



Pay attention to heating and temperature control for the elderly and infants.



Bundle yourself up not to have frostbite when going out.



Having frostbite, soak the affected area in warm water for about 30 minutes rather than rub it; **immediately go to hospital** while maintaining the temperature.



To prevent freezing, wrap **old clothes** around water meters and boiler piping.



Going out for a long time, **prevent the freezing and bursting of water pipes** by turning on hot water weakly.



Prepare winter car emergency kits such as snow chains in response to frozen roads and **check the state of the such as an antifreeze.**

# Earthquakes (by Place)

## At Home



Go **under the table** to protect your body. When the shaking stops, shut off electricity and gas and open the door to **secure an exit** before going outside

## Outside



Protect your head with your bag or hands against falling objects; evacuate to a **large space** such as a playground or a park as keeping a **safe distance from buildings**.

## In elevators



Press the **stop buttons of all floors** and get off the elevator as soon as it stops and then use stairs.

※ Do not use an elevator in case of an earthquake.

## In School



Go **under the desk and hold its leg firmly**. When the shaking stops, evacuate **to the playground** in an orderly manner.

## In a department store or shopping center



Protect your body against falling objects from shelves and go **to stairs or pillars**. When the shaking stops, evacuate outside.

## In theaters, stadiums, etc.



Stay in your seat **protecting your body** with your belongings such as **a bag** until the shaking stops, and then calmly evacuate **according to announcement**.

## On the Subway



Turn on hazard lights; slow down the car to pull over on **the right side of the road**; listen to the information on the radio; evacuate **leaving your key in the ignition**.

## While Driving



**Beware of landslides and cliff collapses** while evacuating to a **safe place**. When a **tsunami warning** is issued on the coast, move to a **higher place**.

## In a mountain or near the sea



Stay in your seat protecting your body with your belongings such as **a bag** until the shaking stops, and then calmly evacuate **according to announcement**.

# Earthquakes (by Situation)

## When Shaking by Earthquake



Go **under the table** to protect your body, and hold its leg firmly.

## When Shaking Stops



Shut off **electricity and gas** and open the door to **secure an exit**.

## When Going Outside



Move quickly **using the stairs**.  
(Never use the elevator.)

※ If you are in an elevator during a fire or an earthquake, press the stop buttons of all floors and get it off as soon as it stops.

## When Stepping out of a Building



Outside the building, **protect your head** with your bag or hands, and evacuate while looking around and **keeping a safe distance from the building**.

## When Looking for a Shelter



Beware of **falling objects** and quickly evacuate to a **large space** such as playgrounds, parks, etc.  
(Never use a vehicle.)

## When Arriving at a Shelter



Act according to **right information** from radio or public announcement.

# Yellow Dust /Highly Fine Dust

## • Home



Check **windows** to prevent yellow dust/fine dust from entering indoors, and **prepare a mask**.

\* Minimal ventilation is needed to reduce indoor pollutants such as carbon dioxide.



For the elderly and respiratory patients, **reduce outdoor activities and wear a mask** when going out.

\* If wearing a mask is uncomfortable, do not wear it after consultation with an expert.



For children, **reduce outdoor activities** and go home as soon as possible.



After returning home, wash your **hands and feet** thoroughly.



After yellow dust/fine dust sweeping, **ventilate sufficiently and clean** your house.



Sufficiently wash food or objects exposed to yellow dust/fine dust before **eating or using them**.

## • Daycare Center/Kindergarten/School

## Rural Areas



Check the network of emergency contacts with pupils/students and teach them how to prepare for fine dust/yellow dust.



Check the doors and ventilators of facilities such as greenhouses and stables.



Evacuate livestock in the range to stables, and close the doors of greenhouses and stables to prevent exposure to yellow dust.

# Infectious Diseases



Wash hands under running water for at least 30 seconds with soap or detergent.



When coughing or sneezing, **cover your mouth and nose** with tissues or upper sleeve (not your hands)  
※ If the symptom persists, wear a mask.



**Cook food long enough** and boil water before the intake.



Children and the elderly subject to vaccination **should be vaccinated.**



Use cutting boards, knives, etc. **separately by food**, and wash and dry them completely after use.



Having infectious disease symptoms such as a fever, a cough, nasal congestion, etc., **avoid contact with others and refrain from going out.**

# Chemical substance accident



Report the smell of chemical substance, color and others in detail to **119**.  
Wear a gas mask, cover the mouth and nose with wet cloth and wear a raincoat to protect the skin.

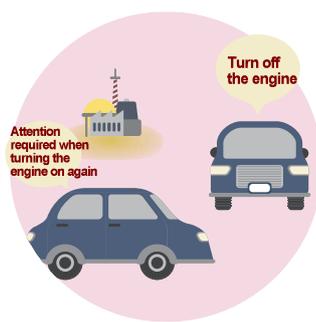


During evacuation, **go against the wind**.  
If gas blows from the direction that you're evacuating towards, **Evacuate in perpendicular direction of the direction of the wind**



Majority of toxic substances sink down onto the floor so **evacuate to a high place**.

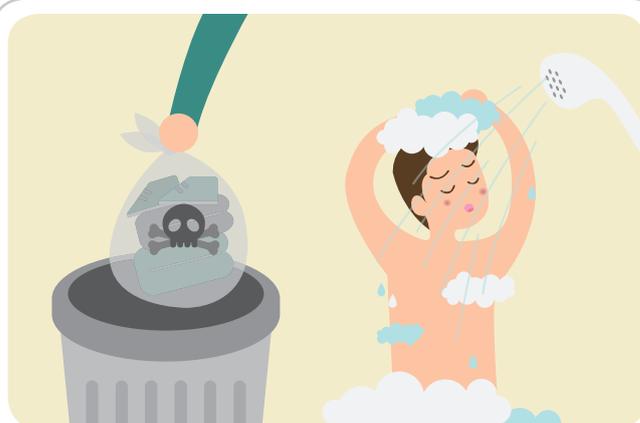
※ Except light substances that tend to spread upwards such as hydrogen fluoride and ammonia



When passing by the accident region, **close the window and turn off the air conditioner or heater**.



Cover the **windows and doors** with wet towel or tape and **turn off the air conditioner, heater and ventilator** that allows external air in.



Even if there are no symptoms, **wash the entire body**.  
Seal and throw away exposed clothes and shoes.



# Fire

## Action to take in case of fire When fire alarm rings

1

Make an emergency call.



- If the fire alarm rings when you are asleep, shout to wake everyone up instead of trying to check if a fire has broken out. Gather everyone and evacuate outside according to the countermeasure.

2

Decide an evacuation method.



- Touch the handle of the door using the back of the hand to determine and if the handle is warm or hot, it means that there is fire on the other side of the door so do not open the door.
- Check the direction of the incoming smoke and touch the handle of the door to determine if you should escape through the stairs or to request for help through the window.

3

Evacuate promptly.



- During evacuation, never use the elevator and evacuate safely to the ground through the stairs.
- In case it is difficult to evacuate, request for help through the window or evacuate by using evacuation space or lightweight partition.

4

Call 119.



- After evacuating safely, call 119.
- If you have your mobile phone and you can report, do it quickly and ensure that you don't miss the evacuation time because you are reporting.

5

After evacuation, check the number of people.



- After evacuating to a safe place such as a playground that has been designed in advance, check the number of people.
- If someone around you is missing, inform the firefighter who has been dispatched.



# Fire

## Action to take in case of fire

When you discover a fire

### 1 When you discover smoke or when you see fire

- If you discover a fire, shout **"Fire!"** or press the **emergency bell** to inform.



### 2 Determine whether to put the fire out or to evacuate

- If it is a small fire and the flame does not reach the ceiling, put it out quickly by using a fire extinguisher or water pail and others.
- In case you have to evacuate because the fire grows, evacuate outside through the stairs by using a wet towel or blanket.
- In case it is difficult to evacuate out of the house, use lightweight partition to evacuate to the house next door or utilize methods such as using the descending life line to go out of the window, evacuating to an indoor evacuation space then coming out once the fire is extinguished and others.



Use the emergency exit



Use the descending life line



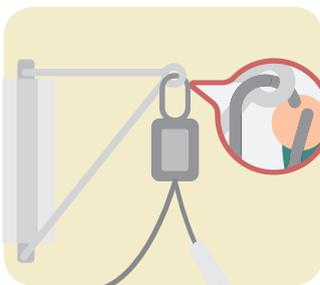
Use lightweight partition



Evacuation space  
Use indoor evacuation space

ⓘ Apartments approved and constructed before October 1992 are not equipped with evacuation facilities and devices so caution is required. For safety, installation is recommended.

## • Let's take note! How to use the descending life line



1 Hook the descending life line to the supporting mount's ring and lock.



2 Push the supporting mount out of the window and throw the reel (line).



3 Wrap the descending life line's belt to the height of the chest and tighten.



4 Hold onto the wall and descend safely.

### Check the components inside the descending life line box first.

1. Hook the descending life line to the supporting mount's ring and lock.
2. Push the supporting mount out of the window and throw the reel (line).
3. Wrap the descending life line's belt to the height of the chest and tighten.
4. Hold onto the wall and descend safely.



# Fire

## Fire extinguishing

### • How to use the fire extinguisher

- 1 Pull out the safety pin.
- 2 Hold the nozzle and point it towards the fire
- 3 Clench the handle
- 4 Discharge the powder evenly

**When using it indoors, stand with your back to the door in case you have to evacuate out**

1. Bring the fire extinguisher, hold the main unit firmly and pull out the fire pin.
2. Hold the nozzle and move close towards the fire.
3. Hold the handle firmly.
4. Discharge so that the powder can evenly cover the fire.

### • How to use the fire extinguisher

- 1 Open the door
- 2 Remove the hose and hold the nozzle.
- 3 Turn the valve
- 4 Discharge towards the fire.

**In case of using in a team of 2**

1. 1 person opens the door of the fire hydrant box first and checks if the hose and nozzle are connected
2. Remove the hose out and drag it to the fire so that it does not get tangled then hold the nozzle and take position.
3. The other person turns the valve to check if water is being discharged then runs and helps with holding the hose.
4. Extinguish the fire by turning the end of the nozzle to adjust the amount of water.

### • When the clothes is caught on fire

- 1 Stop
- 2 Protect the eyes, nose and mouth
- 3 Lie face down.
- 4 Roll.

**Prevent burns on fire and ensure smoke is not inhaled into the lungs**

1. When the clothes catches fire, stop what you were doing
2. Wrap the face (eyes, nose, mouth) with both hands to prevent burns.
3. Lie face down on the floor
4. Then roll so put out the fire.

# Forest Fire



Report the fire to 119.



When the forest fire is small, initially **put it out** by beating or covering it with coats, branches, etc.



If the forest fire is getting bigger, **promptly get away from the fire and keep going to windward to a safe place.**



When you cannot afford to evacuate, **lie low in a place** without fallen leaves or branches, **with your face covered, until the flames pass.**

## · Preventio Fire Watch Period (Spring: Feb. 1-May15, Fall: Nov. 1-Dec. 15)



Before mountain climbing, visit the Korea Forest Service website to **check unrestricted and accessible trails.**



It is not allowed to **carry any flammable objects** such as matches, lighters, etc. in mountains and to smoke.



**Cooking and camping are not allowed** in mountains.

※ Allowed only in designated camping sites and shelters