

# FIRE TELEPHONE

## OPERATING INSTRUCTIONS

### IN CASE OF EMERGENCY

#### To Make a Call:

- Open the door to automatically start a call to Building Management.
- Lift the Handset (for T-Coil users the T-Coil is built into the handset).
- A ringing tone should be heard and the Operator will answer your call.
- If an engaged tone is heard the Operator is busy with another call.  
Do not replace the handset - the Operator will be aware of your location and will answer your call as soon as possible.
- At the end of the call replace the handset and close the door.
- To speak to the Operator again open the door and lift the handset.



#### If the Phone is Ringing:

- Open the door and pick up the handset to answer a Call.
- At the end of the call replace the handset and close the door.