Emergency Evacuation Procedures

If you hear a continuous alarm bell or are requested, by a Building Warden, or a member of staff, to evacuate the building you must:

- leave the building immediately by the nearest exit
- proceed to the assembly area indicated in the map below;
- remain in the assembly area until advised the emergency is over;
- do not re-enter the building until advised it is safe to do so by the Building Warden or Security Staff.

STANDARD FIRE ORDERS

ACTIONS TO BE CONSIDERED ON DISCOVERING A FIRE

R “Rescue” any person(s) in immediate danger only if safe to do so.

A “Alarm” Raise the alarm by contacting University Security on extension 4900 or Emergency Services on 0 000.

C “Contain” Close doors to contain the fire.

E “Extinguish” Attempt to extinguish the fire only if you are trained and it is safe to do so.

Evacuate the building and follow directions of Building Wardens

The Assembly Area for this building is Assembly Area C