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.

The Assembly Area for this building is Assembly Area A

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