



EMERGENCY

In case of an emergency DO THIS

EVACUATION

On being advised of a Building Evacuation ...

1. *If applicable.....* Comply with all instructions given by Building Emergency Controllers or Emergency Wardens.
2. Leave the building via the nearest safe emergency **EXIT.**
3. **You may also need to break the Break Glass Alarm upon arrival at the Emergency Exit to unlock the door.**
4. Proceed to the building's Emergency Assembly Area and remain there until otherwise advised.

FIRE

Upon discovery of a fire ...

1. Assist any person in immediate danger **ONLY IF SAFE** to do so.
2. Activate the Fire Break Glass Alarm if fitted.
3. Contact Security Control Room on **x46666** or **8344 6666.**
4. Attack fire with appropriate equipment **ONLY IF SAFE** to do so.
5. Follow your Building Emergency Evacuation Procedures.

University Building: 192
Assembly Area: Swanston Street

Fire, Police, Ambulance – ring 000