INDUCTION FOR LECTURES

School of Engineering
Faculty of Computing, Health and Science
Emergency Evacuations

• Take notice of fire alarms, TV messages, audio messages or instruction from a Security Officer/Building/Area Warden (they may be wearing bright fluorescent jackets).

• Be aware of the evacuation procedure - vacate the room in an orderly fashion through the specified emergency exit doors taking belongings with you. These doors should automatically open when the door bar is pushed.

• Go directly to the Emergency Assembly Area for that building. All rooms should have a map displaying this information (indicate Assembly Area from map to students).
Emergency Evacuations

- See Emergency Procedures multi-coloured flip chart and "Instruction to Lecturers" located in each room.
- Assist wheel chair bound/disabled/injured persons to a safe location inside the room while able bodies persons evacuate, then assist them in evacuation.
- Obey instructions
- Do not leave the premises or go to café etc. but go to Emergency Assembly Area (refer to chart).
- Do not use lifts.
- Wait to be told to return to building or to disperse by a FESA Officer in Charge or a Security Officer/Building/Area Warden.
Emergency Assistance

- Note the location and use of the Security phones on campus. These are radiophones and there will be a pause before an officer responds.
- Security Officers will escort them to vehicles.
- Security Officers are trained in First Aid.
- It is safer to walk around on campus and to transport after hours in pairs or more.
- There are designated well-lit walkways for movement around campus after dark.
- Note the location and availability of the campus Medical Suite.
Responsibilities of Students

• If lecturer does not show inform school secretary/clerical as soon as possible.

• ECU supports a NON-SMOKING environment.

• Hazards need to be reported to a university staff member.

• Accidents and injuries need to be reported to a university staff member as soon as possible.