

AFTER HOURS (including weekends)**ON HEARING ANY FIRE ALARM**

(e.g. beep...beep...whoop...whoop or bell or continuous ring)

- Immediately cease activities.
- Evacuate the building via the nearest safe exit.
(Follow the green exit signs)
- Assist others if required.
- Do not use lifts.
- Remain at the assembly area (Victoria Square) until given the all clear to return by the Emergency Services or Security.



If unsure if it is safe to return, contact Security:

Mon-Fri: 0427 611 106

Weekends: 8201 2880

If YOU discover Fire/Smoke

- R**emove people from immediate danger
- A**lert others. Ring (0) 000 and Security on x12880
- C**ontain the emergency if possible (e.g. close door)
- E**vacuate via the nearest safe exit.

Extinguish only if safe and trained to do so.

If the alarm is not sounding, hit the Break Glass alarm

