

## **UTS SAFETY & SECURITY INFORMATION**

### **SAFETY ON CAMPUS**

Below is a link to safety and security phone numbers and procedures if there is an emergency onsite.

<https://www.uts.edu.au/about/about-our-campus/staying-safe-campus>

If you need to call security for non-emergency matters at all on the day, please call 02 9514 1192.

### **EMERGENCY PROCEDURES:**

Please have all attendees watch the UTS Safety Video, Stay Safe at UTS, linked here:

### **Stay Safe at UTS**

### **ALARM SIGNALS**

There are two alarm signals that may sound throughout the building. The Alert tone, (BEEP BEEP BEEP) and the Evacuation tone (WHOOB WHOOP WHOOP).

The Alert tone, (BEEP BEEP BEEP) identifies all building occupants of an impending emergency. This tone indicates PREPARE to evacuate.

The Evacuation tone, (WHOOB WHOOP WHOOP) indicates that building evacuation is required. This tone requires that everyone leave the building immediately.

### **EVACUATION PLAN**

1. If an evacuation is ordered, the WHOOP WHOOP WHOOP tone will sound and everyone should do the following.
  - a) WALK smartly to the nearest safe external EXIT, do not RUN.
2. Evacuation will be by means of the nearest safe EXIT door to the outside of the building. Push the door/turn the door handle to enter the Fire Stairs.
  - a) When evacuating the building people must not stop to retrieve dropped articles.

b) When evacuating the building in the case of a fire, people must close all doors behind them as they leave.

Please see the document attached for evacuation of the building in an emergency.

If there is an emergency, please call the dedicated Emergency line. Dial ext. 6 from any landline telephone, or Freecall 1800 249 559 from your mobile phone, to be connected to our on-duty Security Operations Centre. From here, one of our trained security officers will provide assistance as required.

You can dial ext. 6 or dial 1800 249 559 to:

- report an emergency
- request emergency assistance
- access emergency services (Police, Fire & Rescue, Ambulance and SES).

You can use this line to notify us of an emergency in progress or if you need help. If it is not an emergency – or you just have a general enquiry – our security officers will gladly take your call through our general enquiries number of 02 9514 1192. Both numbers are answered 24 hours per day, 7 days a week, 365 days per year.