

Griffith University requires the convenor/responsible person for groups using campus sporting facilities to know how to act if they observe a fire and/or need to evacuate.

The activity convenor or responsible person should be aware of the following:

The method of raising the alarm:

- Alert those nearby: shout "Fire Fire Fire"
- Contact Campus Support on 1800 800 707 (all campuses)
- Contact the Fire Service by dialling 000 or 112 from a mobile phone

The procedure to follow in an emergency:

- Raise the alarm
- Instruct the group to evacuate to a safe area or leave campus, if safe to do so
- Follow the instructions of Campus Support or the Emergency Services, if present

The paths of travel to exits:

- Be aware of available exit routes from the area
- Ensure exit routes are not obstructed

Know the location of the Assembly Areas (red dots on maps):

- Seek a suitable location if required to shelter in place
- Off-campus Assembly Area – QE2 Hospital grounds (Nathan), at Busway (Mt Gravatt)

Does anyone need assistance?

- If a person needs assistance to leave the area, identify a "buddy" to assist them

I have read and understand these general evacuation instructions:

Activity: _____ Building or Area: _____

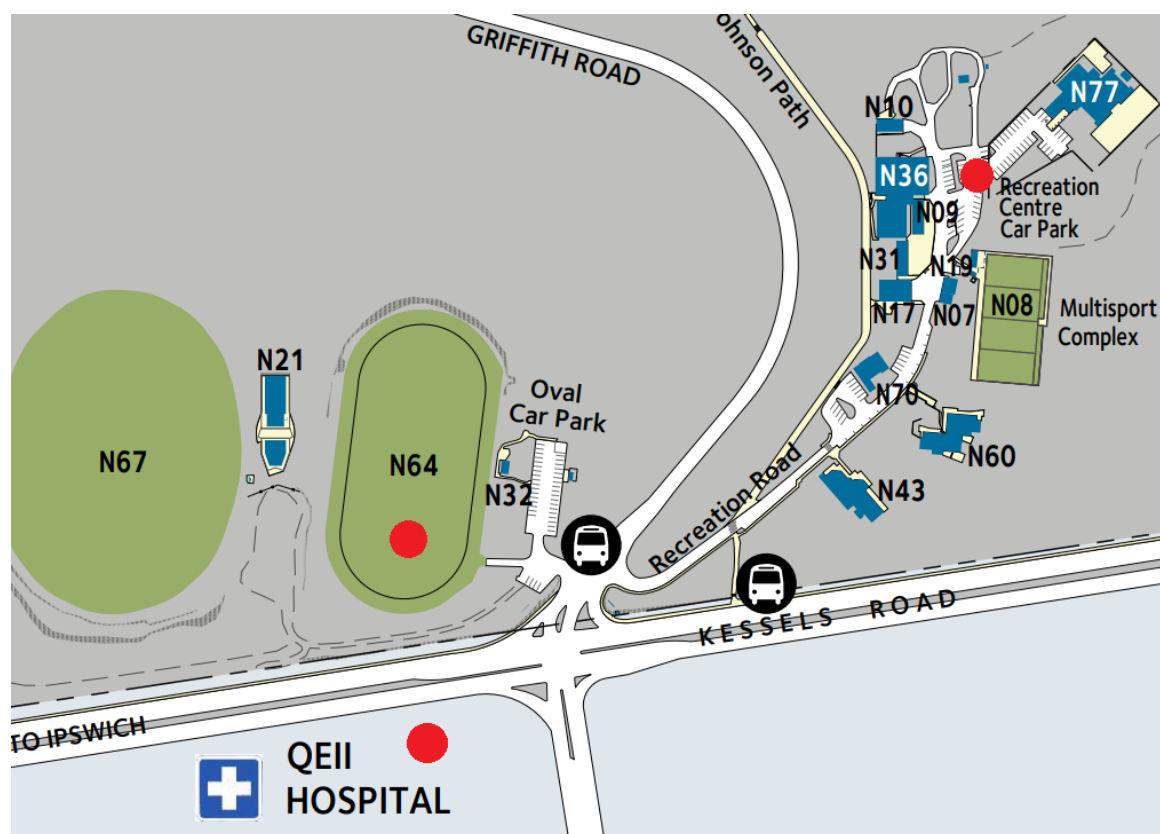
Convenor/Responsible Person

Name: _____ Signature: _____

Date: _____

See Page 2 for Maps

Nathan campus



Mt Gravatt campus

