THE UNIVERSITY OF QUEENSLAND
AUSTRALIA

Emergency Procedures

St Lucia Campus

In case of emergency

- FIRE
- MEDICAL
- ENVIRONMENTAL
- BOMB THREATS
- ANY CRITICAL INCIDENT

Phone UQ Security
336 53333
FOR CONFIRMED FIRES PHONE 000

Security will contact Emergency Services

List your departmental information here: HAWKEN - CMM AREA		
Chief Warden	Harry Pankeyman	Ph 336-54151
Floor Warden	Ron Rasch	Ph 336-57939
First Aid Officer	Ron Rasch,Eunice Grinan, Ying Yu,	Ph 336-57939,-54205
Safety Coordinator	Rob Gould(CMM)	Ph 0421059198, -63977

FIRE
- Follow instructions of wardens
- If wardens are not available, warn personnel and evacuate as necessary
- Confine fire if possible (close doors and windows)
- Do not use lifts
- Go to nearest prearranged assembly point

MEDICAL EMERGENCY
- Phone Security on 336 53333
- Arrange easily located point to meet emergency team
- Delegate people to
  - stay by the phone
  - meet emergency team
- Confirm site and meeting place with Security
- Note: Security will call ambulance if required

ENVIRONMENTAL INCIDENT (e.g. spill, explosion)
- Phone Security on 336 53333 (Note: do not use a mobile phone)
- Alert people in surrounding area/buildings (and, in case of a spill, also those who may be downwind of the affected area)
- Alert relevant School/Centre/Section etc.
- If safe to do so, contain the spill, fire, etc.
- Obey all directions from Security and/or emergency services

BOMB / ARSON THREATS / LIFE THREATS
- If threat is received by telephone:
  - keep caller talking (do not hung up)
  - identify background if possible
  - record information for police
- Phone Security on 336 53333 and state location of threat (building, floor and room number)
- Follow instructions of person in charge and prepare to evacuate if requested
- If a suspicious object is found:
  - do not touch
  - report find
  - keep area clear

For general enquiries and non-urgent matters,
Phone Security (all hours) 336 51234

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