



Flinders
UNIVERSITY

FIRE PROCEDURE

LECTURER/FACILITATORS

ON BECOMING AWARE OF AN ALARM

- Cease activities and request students prepare for an evacuation.
- Commence evacuation of occupants via the **“Designated Exits”**.
- If applicable – assist **mobility impaired persons** to evacuate to stairwells and advise emergency personnel
- Assist persons at the assembly area (Victoria Square) until given the **“All Clear”** by the emergency services.

IF FIRE/SMOKE IN YOUR AREA

Remove persons from immediate danger

Alert other staff

Contain the fire by closing door

Evacuate (or Extinguish only if trained to do so) if safe

Note: The order in which **RACE** is performed is not prescriptive, it will depend on the situation