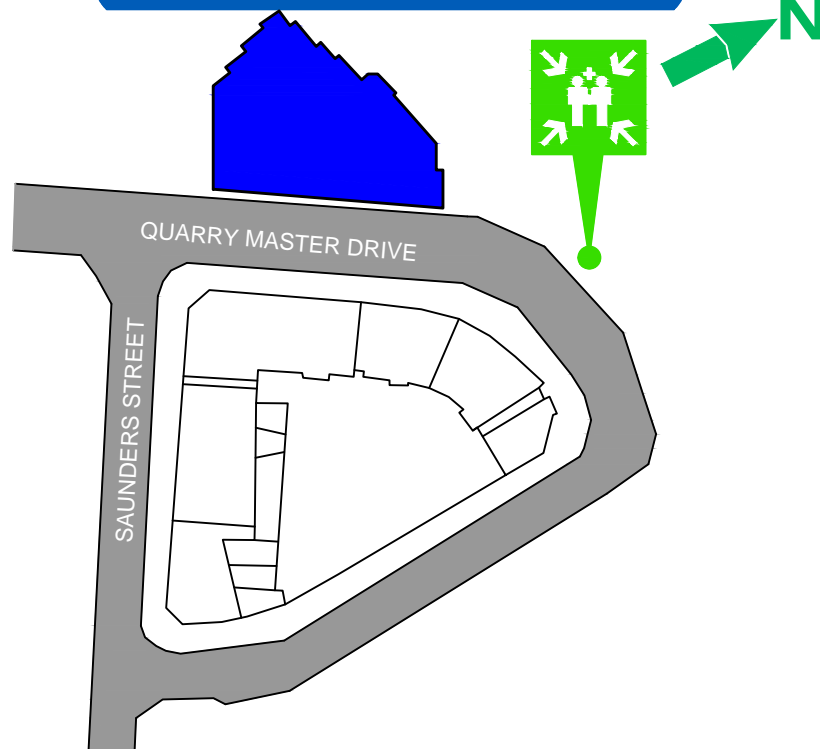


## EVACUATION PROCEDURE

- R REMOVE** → REMOVE PEOPLE, OCCUPANT AND STAFF AWAY FROM THE DANGER. DO NOT BLOCK EXIT OR EXIT ROUTES.
- A ALERT** → ALERT THE FIRE SERVICE. TELEPHONE "000". NOTIFY THE WARDEN OR CHIEF WARDEN AND PEOPLE AROUND AS SOON AS POSSIBLE. IF POSSIBLE RAISE AN ALARM TO NOTIFY OTHERS.
- C CONTAIN** → CONTAIN THE DANGER (FIRE) WHERE POSSIBLE TO DO SO, WHERE SAFE TO DO SO AND IF TRAINED TO DO SO. FOR e.g.. CLOSE DOORS AND WINDOWS, SELECT AND USE CORRECT EXTINGUISHER OR IF AVAILABLE USE FIRE HOSE REEL etc.
- E EVACUATE** → FOLLOW (CHIEF) WARDEN'S INSTRUCTION, USE FIRE STAIRS WHERE AVAILABLE, TAKE NEAREST AND SAFEST EXIT, DO NOT USE LIFT, EVACUATE IMMEDIATELY, SAFELY AND DO NOT RUN. GO TO THE ASSEMBLY AREA.

## EMERGENCY ASSEMBLY AREA



Prepared by: SPS Fire and Safety  
 Contact : 1800 799 147  
[www.spsservices.com.au](http://www.spsservices.com.au)  
 Date Prepared: 23-Nov-2015  
 To be printed in A3 size  
 Validity 5 years

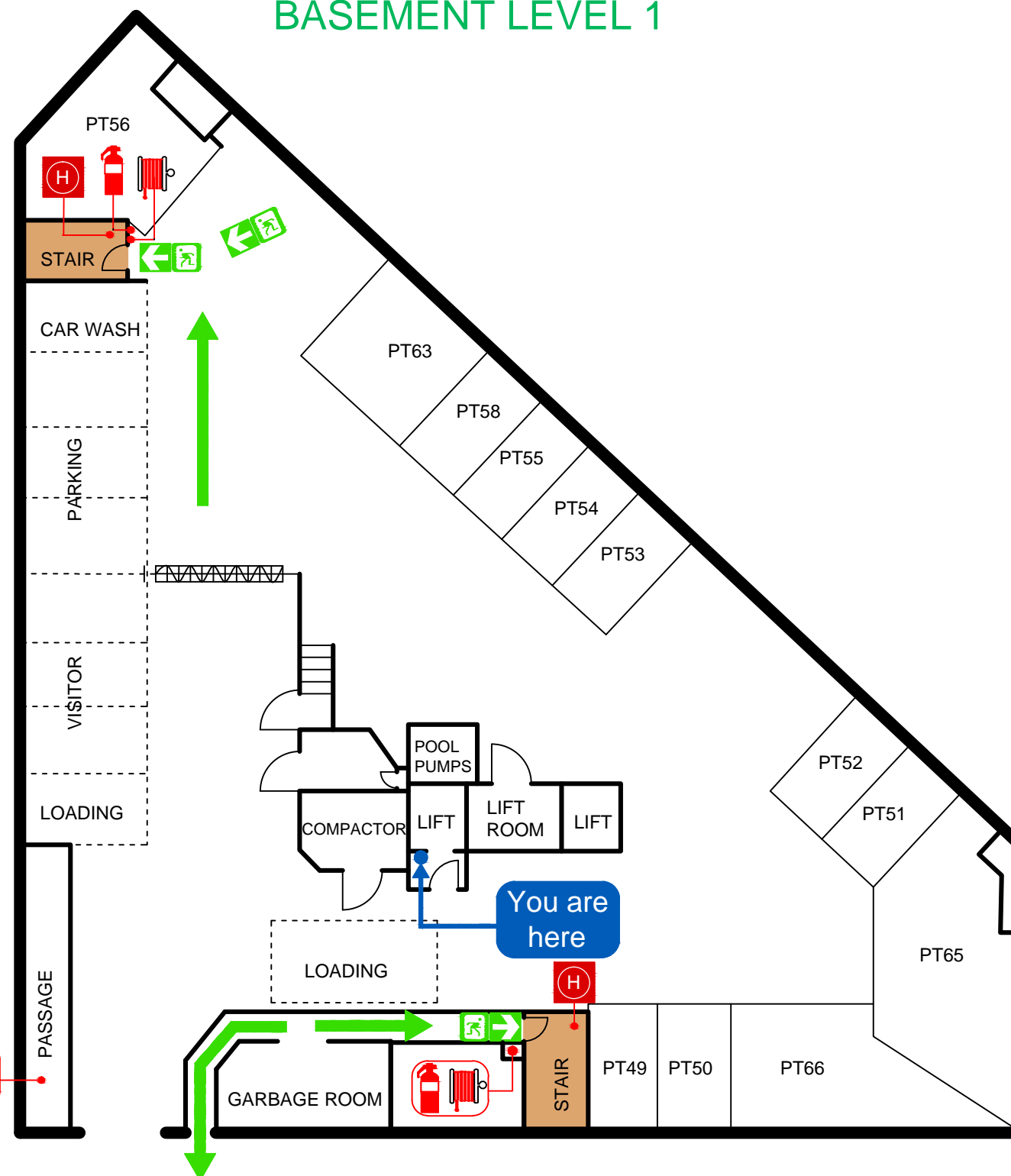


# EVACUATION DIAGRAM

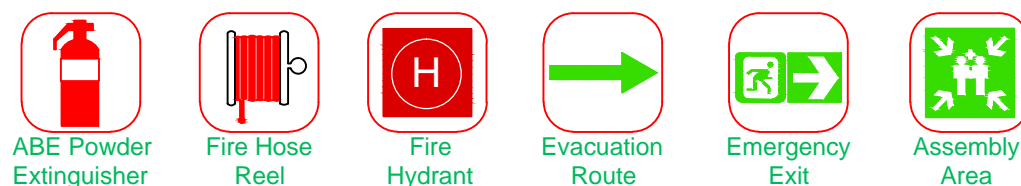


NAME: SP61091

ADDRESS: 2-10 QUARRY MASTER DRIVE, PYRMONT NSW  
 BASEMENT LEVEL 1



## LEGEND



NOT TO SCALE