

Emergency Procedures

THE BASICS

DOWNLOAD
FULL VERSION



CODE YELLOW – Internal Emergency

Upon noticing a dangerous situation, raise the appropriate alarm by:

MANUAL CALL POINT



This will activate Safety and Security, Tas Fire Service will be notified

CALLING



Safety and Security on (03) 6226 7600 or Emergency Services on 000

OR

CAMPUS HELP POINTS



Located around campus, use to notify Safety and Security

SAFEZONE APP



Automatically calls Safety and Security if activated in a University Zone

CODE BROWN – External Emergency

- Natural disasters, including flooding, earthquakes and other hazardous weather events

Raising the alarm for external emergencies:

- Stay calm and call 000. When your call is answered you will be asked if you need Police, Fire or Ambulance.
- When connected to the emergency service, stay on the line, speak clearly and answer the questions.
- Once the alarm has been raised, prepare to evacuate if directed and advise others in the area of what has occurred. Consider self-evacuation only if your personal safety is at risk.



More Information www.triplezero.gov.au

CODE ORANGE – Evacuation

When to Evacuate:

- If there is an internal threat to safety or life
- If you hear a fire alarm
- If told to evacuate by a member of the Emergency Response Team, Emergency Services or a warden



How to Evacuate:

- Remain calm, Do not use the lift
- Direct staff, students and visitors to the nearest safe exit
- Make a final check of the room and shut the door
- Lead students and visitors to the nearest safe assembly area
- Remain at the Evacuation Assembly Area until instructed by the Emergency Response Team, Safety and Security or Emergency Services

CODE BLACK – Personal Threat/Life-threatening Events



ESCAPE.

Move quickly and quietly away from danger.



HIDE.

Stay out of sight and silence your phone.



TELL.

Call the police by dialling 000 when it is safe.

CODE BLUE – Medical Emergency

Raising the alarm for medical emergencies:

- Stay calm and call 000

Tell the operator:

- the medical problem – describe the complaint (breathing issues, sweating, pain location/type)
- the age of the person (approximate if unsure)
- whether the person is conscious or not
- whether the person breathing or not



Save a life with a defibrillator:

You cannot do any harm to a person by applying an AED. You just have to turn it on and the machine will talk you through everything you need to do.

CODE PURPLE – Bomb Threat

- Chemical, biological or radiological threat or suspicious package/s

If you observe a package or substance threat within a building:

- Don't touch and Don't open: Isolate the area; prevent others from approaching
- Raise the alarm: Notify Safety and Security
- Await directions: Follow instructions from Safety and Security or Emergency Services. Do not evacuate unless directed by police



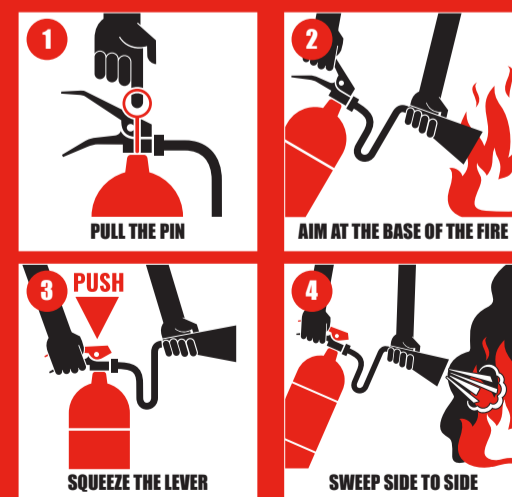
If you receive a phone threat:

- Remain calm, seek support (have a co-worker notify Safety and Security), be attentive and don't hang up.

CODE RED – Fire and/or Smoke

- R** Remove yourself and others from immediate danger
- A** Alert others by activating the fire alarm. Contact and alert 000 and Safety and Security (03) 6226 7600
- C** Confine the emergency by closing the doors and windows, do not lock them
- E** Evacuate immediately to the designated assembly point. Do not return until authorised to do so
- or **E** Extinguish only if the fire is small enough, you have proper equipment and training and it is safe to do so

There are 4 basic steps when using a fire extinguisher:



EMERGENCY
000

UNIVERSITY SAFETY AND SECURITY
(03) 6226 7600

UNIVERSITY of
TASMANIA