

STANDARD EMERGENCY RESPONSE PROCEDURES FOR ALL OCCUPANTS

- R** → **Remove** yourself and others from immediate danger
- A** → **Alarm** – Raise the alarm by either activating a “break glass” alarm and/or notify *Chief Warden / Ring Emergency Services ‘111’*
(After hours contact Emergency Services immediately on ‘111’)
- C** → **Contain** the fire – If competent in use of fire extinguishers and safe to do so, attack the fire **OR** work on containing the fire by closing doors around the fire affected area
- E** → **Evacuate** – If the fire cannot be controlled, inform others in vicinity and **evacuate** premises

Emergency Control Organisation for

Te Kupenga – Catholic Theological College

Chief Warden	<u>JOHN EVANGELISTA</u>	Phone No	<u>027 202 8280</u>
Warden	<u>MARK HANGARTNER</u>	Phone No	<u>027 715 3987</u>
Warden	<u>ROCÍO FIGUEROA</u>	Phone No	<u>027 319 1642</u>



Your Assembly Point (where you will be checked off) after leaving the building is at the far end of the car park.



This page to be issued to all occupants