



Fire & Emergency Evacuation Plan

550 Swanston Street

Building Emergency Controller - Chief Warden

- A Building Emergency Controller (BEC) takes charge in the event of an evacuation emergency or drill.
- The BEC for 550 Swanston Street is Annie Cruse and the Deputy is Paula Casas



- On each floor of a building we have "Floor Wardens". Floor Wardens perform the search and evacuation duties for the building.

- Our Floor Wardens are:

Ground Floor: Campbell Anderson
Cathryn Williams



First Floor: Allie Pope



Second Floor: Amanda Campbell



First Aiders

WELFARE

- The First Aiders for 550 Swanston Street are:

Ground Floor:



Campbell Anderson



Cathryn Williams

First Floor:



Annie Cruse

Lisa Gleeson

Second Floor:



Bob Cowan



Jane Sewell

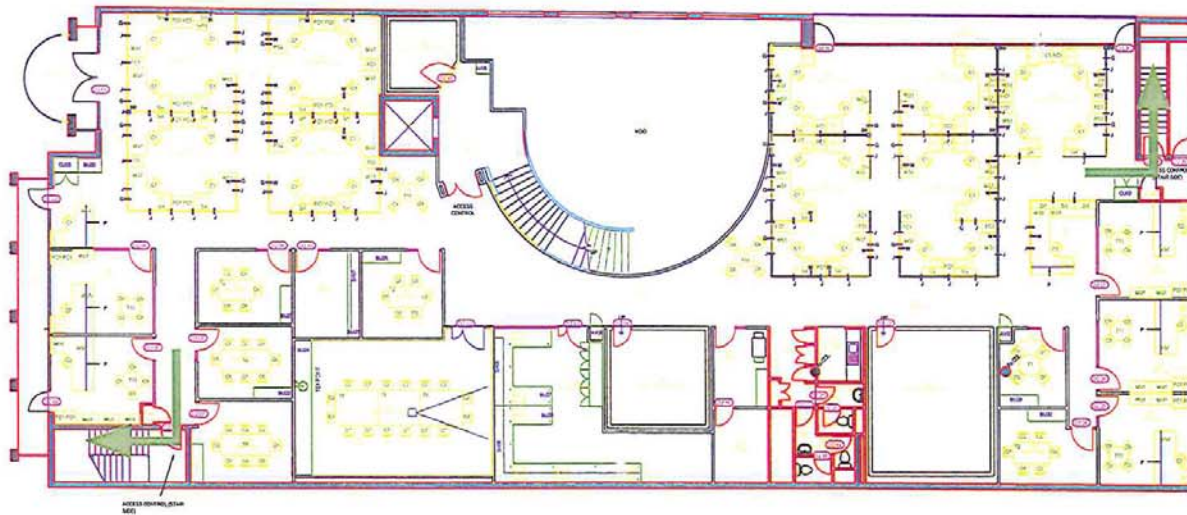
EMERGENCY EXITS and ASSEMBLY AREA

ON BEING ADVISED OF
A BUILDING EVACUATION

"EVACUATE"

1. Comply with Building Emergency Controller/Warden's directions.
2. Exit Building via nearest, safe Emergency Exit.
Note: You may need to break Break Glass Alarm to open door.
3. Assist persons with disabilities.
4. Proceed to Emergency Assembly Area & remain there until advised by Warden or Emergency Services.

Know the location of
of all Fire Fighting
Equipment.



LEGEND

	Wet Chemical Extinguisher		New Exit
	Vaporizing Liquid Extinguisher		Break Glass Alarm
	Foam Extinguisher		Fire Indicator Panel
	Water Extinguisher (General use except Electrical)		Emergency Warning Intercommunication System Panel
	Dry Chemical Powder Extinguisher		Warden Intercommunication Panel
	Carbon Dioxide Extinguisher		Fire Blanket

ASSEMBLY AREA
Swanston Street



THE UNIVERSITY OF

MELBOURNE