



# SHIRE OF YORK RESIDENCY MUSEUM Emergency Evacuation Procedure

**IN CASE OF EMERGENCY, SUCH AS FIRE, EARTHQUAKE, STORM AND/OR OTHER EMERGENCY SITUATION *PLEASE* TAKE NOTICE OF THE FOLLOWING EVACUATION PROCEDURE.**

- ❖ **THE ATTACHED MAP INDICATES EMERGENCY ASSEMBLY AREAS, which are the LAWN and CAR PARK. The person in charge of the evacuation will decide which area is the safest to use.**
- ❖ **THE CURATOR/VOLUNTEER ON DUTY WILL INITIATE THE EVACUATION OF THE MUSEUM.**
- ❖ **AS THERE IS NO EVACUATION ALARM SYSTEM INSTALLED IN THIS BUILDING – *THE EVACUATION ORDER WILL BE THREE BLASTS ON WHISTLE AND VERBAL AND YOU WILL BE DIRECTED TO EXIT DOORS.***
- ❖ **Search and Rescue will *ONLY* be carried out by the relevant emergency authority. (In most instances FESA)**
- ❖ **The person in charge is to designate people to guard entrances to ensure no-one re-enters the building.**
- ❖ **The "*ALL CLEAR*" will only be given by the person in charge of the emergency response authority.**
- ❖ **IMPORTANT TELEPHONE NUMBERS: -**
  - **Extreme Emergency 000 and/or Mobile 112**
  - **Hospital 9641 1200**
  - **York Police 9641 1400**
  - **Shire Office 9641 2233**
  - **After Hours 0409 377 443**