

# EVACUATION PROCEDURE

The following evacuation procedures are laid down in the case of emergency and apply to all staff and their visitors. These procedures shall cover emergencies such as:

## FIRE – EARTHQUAKE – EXPLOSION

1. When there is a need to evacuate the premises, all personnel will leave the building via the safest route and assemble –

## BY MAIN GATE

2. Account for everyone who was on the premises at the time of the emergency
3. Remain at the assembly point
4. No person shall re-enter the grounds or any building unless given approval by the person in charge

**In case of Emergency DIAL 111**