RULES OF CONDUCT OF INHABITANTS OF HOSTELS AT UL. BADURSKIEGO IN EMERGENCY CASES

In the case of a threat or occurrence of a danger to the period of peace, evacuation may be ordered. Evacuation is a planned or provisional organised movement of employees and inhabitants and material resources from endangered facilities to designated meeting points and equipment storage areas.

The decision on the beginning of the evacuation procedure is made by:

1. Hostel Manager (or his superior)
2. Leader of the rescue operation of the specialist rescue unit.

I. Rules of evacuation from an endangered Hostel:

1. Evacuation may be partial in the case of a local danger or complete in the case of a danger to the entire facility.

2. In the first place, the evacuation of inhabitants and employees of the Hostel is carried out in the case of their direct exposure to a threat of toxic contamination, terrorism, etc.

“The time of evacuation from an endangered building should not exceed 10 minutes”

1. In the second place, the evacuation of the most important documents and materials necessary for the functioning of the Hostel is carried out.
2. Materials moved to the evacuation area are protected against theft, destruction and damage.
3. The evacuation of people and equipment is carried out to designated meeting areas.
4. Upon completion of evacuation, the Hostel must be secured and protected.

II. General rules of conduct after the announcement of evacuation:

1. Comply strictly with instructions of the rescue operation leader.

2. Turn off computer devices and protect IT data against unauthorised access.

3. Turn off and secure all electrical and gas equipment, turn off water taps.

4. Prepare (secure) selected property, documents, financial means etc.

5. Close windows.

6. Do not lock rooms.

7. Persons entrusted with evacuation protection activities should begin to perform tasks allocated to them.

8. All persons leaving rooms (upon receipt of orders) should take away documents and personal belongings and go to a designated place of evacuation.

9. Designated students (employees) shall notify the completion of evacuation by students and employees to security services.

10. Evacuated students (employees) should stay in the meeting area until receipt of information about a further manner of action, e.g., return, performance of other activities, etc.

III. Rules of conduct in the case of a threat of toxic industrial chemicals

1. In the case of threat of contamination with toxic industrial substances, it is necessary to:

– close all windows, doors and vents immediately;

- prepare tampons soaked with water for the protection of upper respiratory tracks in the case of penetration of vapours of toxic industrial chemicals into the room (the frequent replacement of tampons increases the effectiveness of protection);

- avoid eating, smoking and performing work that requires high physical effort;

- ventilate the room thoroughly when the alarm is cancelled.

2. Employees staying outside the facility should hide in rooms immediately.

IV. Alarm signals shall be announced upon the order of the Hostel Manager in accordance with the table of general or internal alarm signals:

1. evacuation of people:

*ATTENTION, ATTENTION, ATTENTION:*

*inhabitants of ………………………………………………………………….*

*(state name)*

*Because of the existing threat to health and life caused by*

*(state the name of the threat)*

*I ORDER THE EVACUATION OF PEOPLE FROM THE BUILDING*

*GO TO THE MEETING AREA*

1. evacuation of people and equipment

*ATTENTION, ATTENTION, ATTENTION:*

*inhabitants of …………………………………………………………………………*

 *(state name)*

*Because of the existing threat to health and life caused by*

*(state the name of the threat)*

*I ORDER THE COMPREHENSIVE EVACUATION OF PEOPLE AND EQUIPMENT FROM THE BUILDING*

I N D I V I D U A L T A S K S

1. Meeting area for the evacuation of people:
2. basic and supplementary evacuation area: *MEETING PLACE OF EVACUATED INHABITANTS OF HOSTEL A AND B AND USERS OF THE STUDY CENTRE FOR PHYSICAL EDUCATION AND SPORT (SWFiS) IN ACCORDANCE WITH THE PUBLISHED EVACUATION PLAN*
3. Meeting area for the evacuation of people and equipment:
4. basic and supplementary evacuation area: *MEETING PLACE OF EVACUATED INHABITANTS OF HOSTEL A AND B AND USERS OF THE STUDY CENTRE FOR PHYSICAL EDUCATION AND SPORT (SWFiS) IN ACCORDANCE WITH THE PUBLISHED EVACUATION PLAN*
5. Route of evacuation from the facility: *STAIRCASE*
6. Duties of a student (employee) at the time of announcement of evacuation, during evacuation and upon completion of evacuation:

*SUBORDINATION TO EVACUATION PLANS*