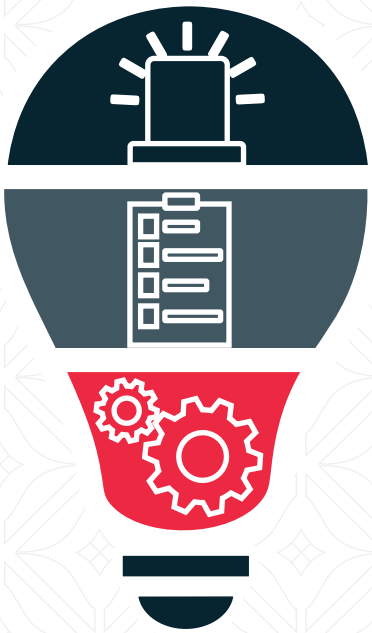
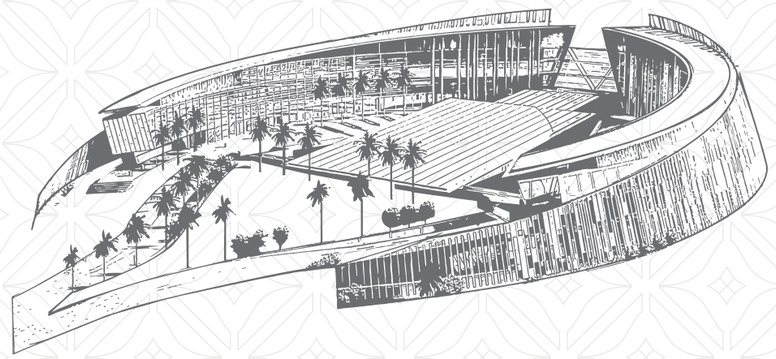


EMERGENCY RESPONSE PROCEDURES



INTRODUCTION

During an emergency, the Security Team shall provide the necessary assistance to People of Determination to facilitate their safe evacuation or relocation, as appropriate.

Members of the university community are encouraged to provide reasonable assistance to People of Determination, where it is safe and practical to do so, while adhering to established emergency procedures.

Fire Emergency Response System

If you discover a fire and the fire alarm does not activate

Activate the nearest manual call point
To raise the alarm:



Strike the metal handle against the glass to break it,
then pull the white handle downward.



Press firmly on the centre of the white panel where the arrows point.

Call for Help
Dial **03 713 8000** and provide:
. Your name
. Your location
. Location of the fire or smoke
. Any important information (e.g., trapped persons or people needing assistance)

If you hear the fire alarm

1- Stay calm, do not rush or panic, use the nearest emergency exit.

2- Do not use elevators and use the nearest stairway to exit the building

3- Proceed to the designated evacuation assembly point as directed by Fire Wardens.

4- Attend role call and wait at the assembly area for further instructions from Fire Wardens.

5- Do not re-enter the building or work area until instructed to do so.

Medical Emergency Response System



Before approaching the patient, check it is safe to do so
(never endanger your personal safety)



Immediately contact the UAEU Clinic or summon a First Aider
(if required).

Provide clear information:
Type of injury or illness
Exact location of the injured person
Assistance required



Follow the instructions of the UAEU Clinic or First Aiders.



Emergency Services: 03 713 8000

Medical Emergency : Hotline 03 713 4004 or extension 4004



Emergency Response Procedures

1 Emergency Alert Received

- If you receive an official MOI alert on your phone, stay calm, there is no need to panic.
- Follow Official Instructions

Where are you?

INDOORS	OUTDOORS
2 Indoor Safety • Move away from balconies, windows, and glass doors. • Move to an interior area. •Avoid elevators unless instructed.	**3 Outdoor Safety** • Enter the nearest building promptly. • Avoid open areas and do not stand near windows or glass walls.

3.1 If Outdoors and Driving

- Proceed safely to the nearest indoor location.
- Avoid stopping in exposed or crowded areas or near external walls and glass panels.

If you are unable to reach a safe building

3.1.1 Remain Safely in the Vehicle

- Stop the vehicle in a location away from tall buildings, glass façades, poles, and billboards.
- Remain inside the vehicle with the windows and doors closed.
- Lower your body position as much as possible to reduce exposure to fragments.
- Cover your nose and mouth with a cloth or tissue if dust or smoke is present.

4 Wait for Official Clearance

Resume normal activities calmly only after official clearance has been confirmed.



Emergency Safe Area

RESPONSE SYSTEM

1 Immediate Action

Shelter under or beside solid desks or furniture 

Crunch and protect yourself 

2 Inside the Building

Internal classrooms or roomswith few or no windows 

Corridor with few or no windows 

Under concrete staircases 

3 Lower-Level Areas

Basements or underground parking areas, if available 

Always familiarize yourself with your building layout and emergency procedures in advance. 

Quick decision-making during an emergency can save lives 

Earthquake

During the Tremor



DO NOT PANIC
. If the building sways, remain calm.
. Fire alarms and sprinklers may activate. This is normal.
Follow: DROP → COVER → HOLD ON



DROP
. Stay indoors.
. Do NOT evacuate the building.
. Move away from windows and glass.



COVER
. Take shelter under a sturdy desk or table.
. If no shelter is available, move to the building core.
. Stay away from windows, glass, lighting fixtures, shelves as well as anything that might fall from above and harm you.
. Do NOT use stairs during the tremor.



HOLD ON
. Protect your head and neck.
. Hold onto your shelter or brace yourself against a wall.
. Remain in position until the shaking stops.



If You Are Outside
. Move to a clear, open area
. Stay away from : Buildings, Trees , Walls and fences
. Drop to the ground and protect your head and neck with your arms.
. Stay where you are until the shaking stops.



If You Are Driving
. Slow down safely.
. Move to a clear area and remain inside the vehicle until the shaking stops.

After the Tremor

- Check for injuries, Immediately contact UAEU Clinic via the hotline 03 713 4004
- Listen for instructions from emergency personnel.
- Expect aftershocks.
- If another tremor occurs: repeat the above process



Chemical Spill



Stay Calm and Act Quickly



1. Call 03 713 8000 immediately and provide:
. Your name
. Exact location
. Nature of the emergency
. Type of chemical spilled (flammable, corrosive, toxic, etc.)
. Details of any injured or affected persons



2. MAKE THE AREA SAFE
. Instruct everyone in the vicinity of the incident to evacuate immediately
. Do not re-enter the work area until instructed to do so.
. Switch off electrical equipment if it is safe to do so.
. Start neutralization

3. CONTAIN THE SPILL
. Use the Chemical Spill Kit to contain the spill only if it is safe and you are trained to do so.



4 . Waste Collection & Poste Cleaning
. Waste collection and post cleaning shall be done by Khadamat



5. FINAL ACTION
. Incident investigation, reporting, and corrective actions shall be done by the laboratory in charge in coordination with FMDHS.



First Aid Preparedness Measures
. Review and understand the Safety Data Sheet (SDS) before handling any chemical
. Keep a copy of the Safety Data Sheet (SDS) readily available at the point of use.



Gas Leak Emergency Response



If You Suspect a Gas Leak

ACT IMMEDIATELY



1. Raise the alarm (if not already activated):



. Press the red knob to shut off the gas supply and activate the alarm.



. Leave the affected area immediately



. Do not use elevators



2. Call 03 713 8000 immediately and provide:

. Your name
. Exact location
. Nature of the emergency
. Any injuries or persons affected



3. STAY SAFE

. Do not re-enter the area until authorized by the facility team

. Follow the facility team instruction

