



Health & Safety Induction

HEALTH & SAFETY DEPARTMENT

SUNWAY EDUCATION GROUP



CH3

05/01/2016

Objectives

- ▶ To instill knowledge on Emergency Evacuation to EVERY ONE in the campus
- ▶ To inculcate health & safety awareness to EVERY ONE in the campus



Safetymatters

How to call for help during
emergency?



**New 24 Hours Security
Emergency Hotline:**

03-74918777

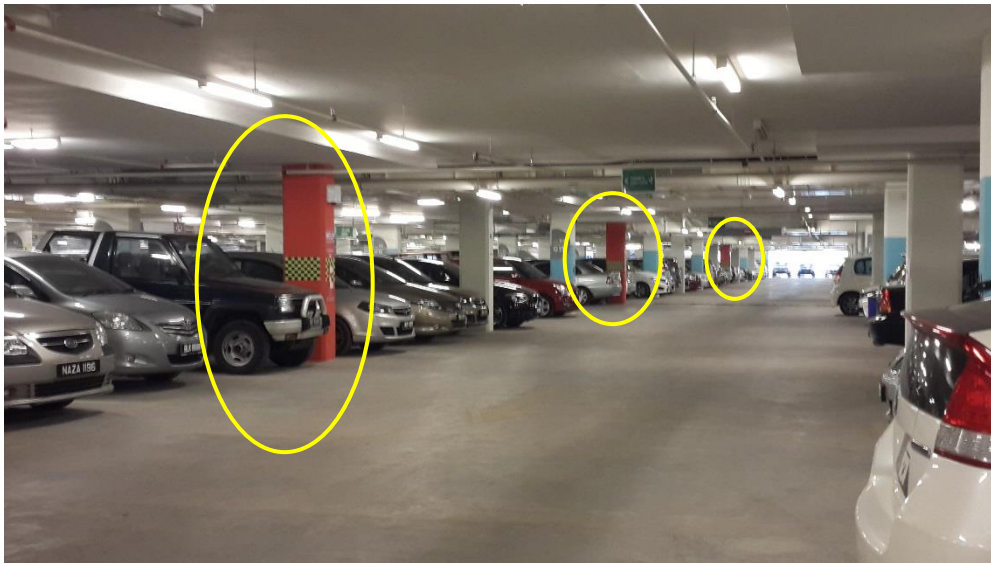
Note:

This hotline is dedicated to EMERGENCY CASES ONLY. Other non-emergency or administration related matter, please call ext 8111.

Message by: Security Department

How to call for help during an emergency?

- ▶ Press the nearest panic button (Car park at Sunway University)





Earthquake



Fire

Flood



Chemical hazard



Fire is the most common hazard

Civil disorder



Bomb threat

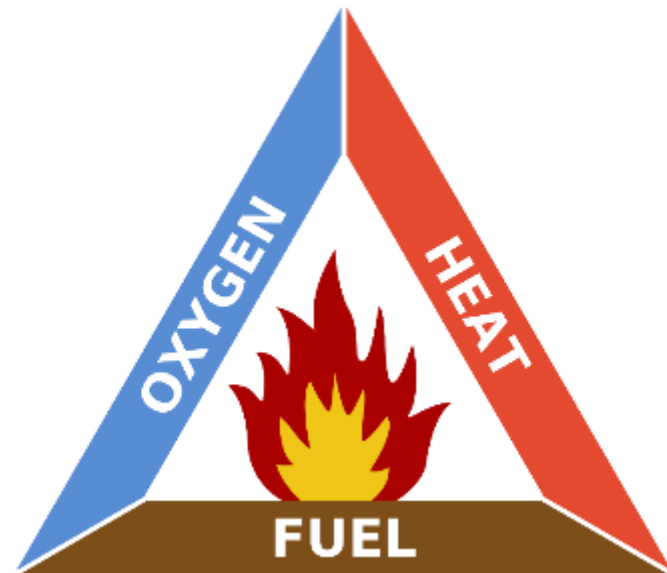


Suspicious mail & package



Fire Prevention

- ▶ Keep away OR store all solid materials from heat.
- ▶ Keep OR store all flammable liquids in a locked metal cabinets.



Fire Prevention

- ▶ Do not overload the electrical circuit.



Fire Prevention - WHAT WE CAN DO TO PREVENT FIRE?

► Smoke and vape free campus



DILARANG MEROKOK



DAPATKAN PERKHIDMATAN
BERHENTI MEROKOK
LAYARI LAMAN SESAWANG
jomquit.moh.gov.my

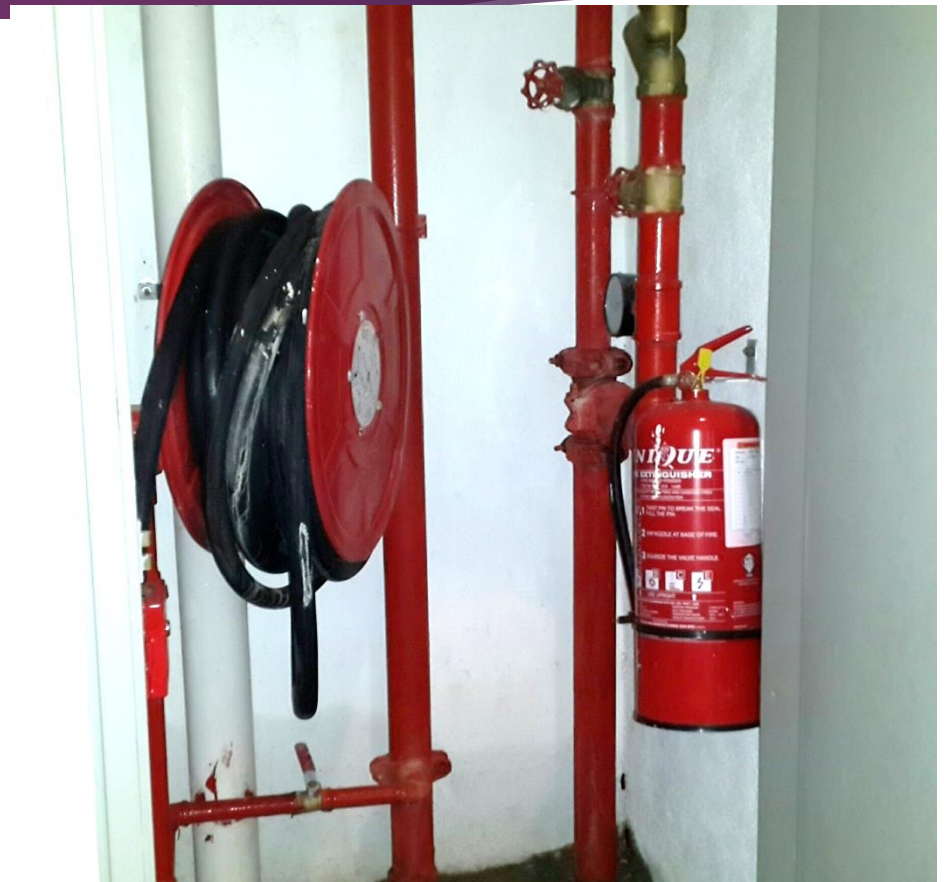
SUNWAY'S
SMOKE-FREE JOURNEY
Championing community's right to clean air

WHAT TO DO BEFORE EMERGENCY (NORMAL TIME)

- ▶ Look for the evacuation routes which are clearly marked by signage posted on the walls all around the campus.



Fire Equipment Riser

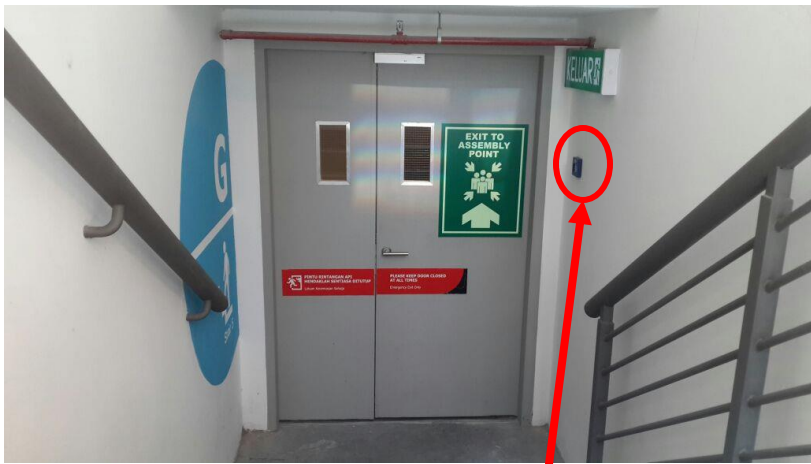


Layout of Sunway University Level 12



Level UG

Inside stairwell



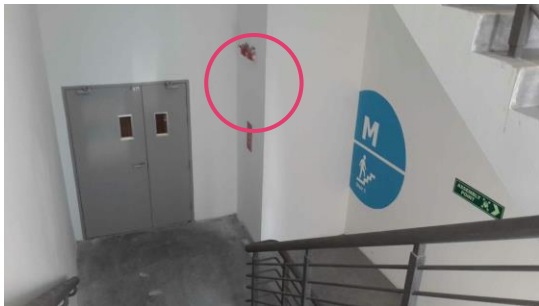
Break glass to exit



Door Release
Break Glass

Additional Fire Safety Info

- ▶ BOMBA intercom located at each floor at the staircase area for communicating with control room for assistance during an emergency.



Additional Fire Safety Info

- ▶ The **SAFEST AREA** during a fire is the **STAIRCASE**. Staircase is built with fire rated materials which can stand for fire generally up to two hours. During a fire drill, try to use alternate fire exit(s).
- ▶ Do not attempt to go to the rooftop as a means of escape.
- ▶ **Rooftop is locked at all times.**

Assembly Point Sunway College

Emergency Assembly



Sunway Bus Parking
(In-front Rock Café)



EMERGENCY EVACUATION PROCEDURE

IN CASE OF FIRE OR AN EMERGENCY LEAVE THROUGH THE NEAREST EXIT AND ASSEMBLE AT THE ASSEMBLY POINT. DO NOT RE-ENTER THE BUILDING UNTIL YOU HAVE BEEN INSTRUCTED TO DO SO BY THE FIRE DEPARTMENT.



What to do during fire?

- ▶ Alert others by SHOUTING, FIRE FIRE FIRE

Fire! Fire! Fire!



What to do during fire?

- ▶ Keep CALM and walk to the nearest emergency assembly area



No Running



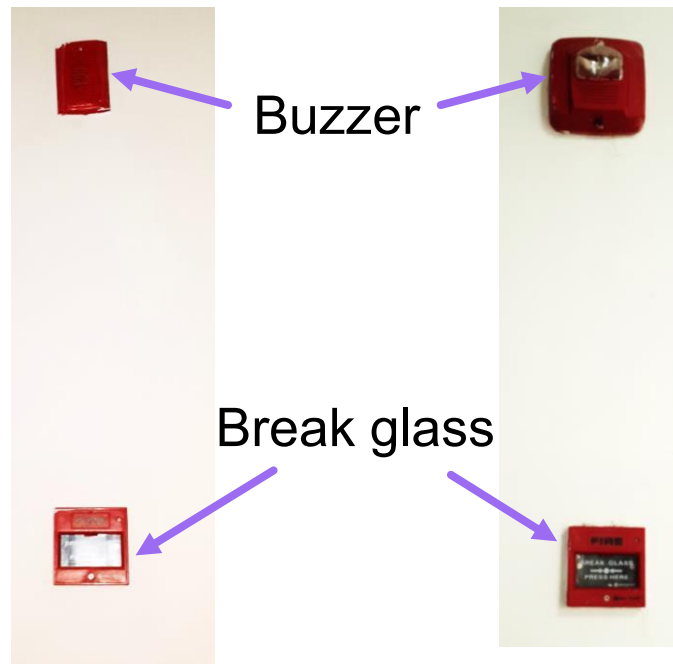
Do not use lift



No Pushing

What to do during fire?

- ▶ Raise the alarm by breaking the nearest Break Glass Call Point



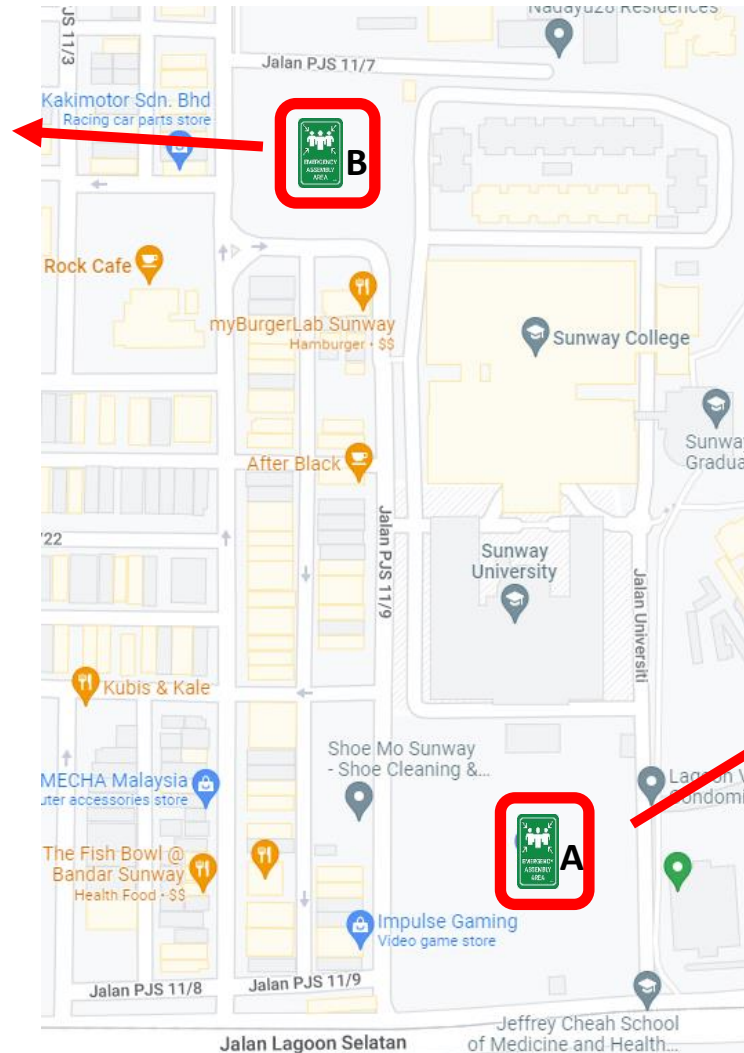
Assembly Point Sunway University

Assembly Point B (Sunway Bus Parking)



Lev	9
	8
	7
	6
	5
	4
	3
	2
	1
	Mezz
	G
	B1
	B2

Evacuation Assembly Area.
Staff to assemble at the designated Assembly Areas and according to the specified Office Level sequence.



Tempat Berkumpul Ketika Kecemasan Sunway University - Assembly Point B

Assembly Point A (Football Field)

Level	12
	11
	10



WHAT TO DO DURING AN EVACUATION

- ▶ Follow instructions given by Emergency Response Team Members
- ▶ On hearing the Emergency Alarm followed by Evacuation announcement through PA system, Keep CALM



WHAT TO DO DURING AN EVACUATION

- ▶ Crawl on the floor if and when there is thick smoke.



WHAT TO DO DURING AN EVACUATION

- ▶ GIVE priority to the elderly, the disabled and pregnant ladies.



WHAT TO DO DURING AN EVACUATION

- ▶ Report to floor/zone marshal of sick persons, friends entrapped.
- ▶ Wait for the “all clear signal” before re-entering the building.



OPERATING THE FIRE EXTINGUISHER



T

WIST TO BREAK THE CABLE TIE



P

ULL THE PIN



A

IM AT THE BASE



S

QUEEZE TRIGGER



S

WEEP

Remember:

- Test extinguisher before approaching the fire
- Keep low & approach with the wind at your back
- Back away, watching for rekindle





abc NEWS
.com

#ABCWorldNews

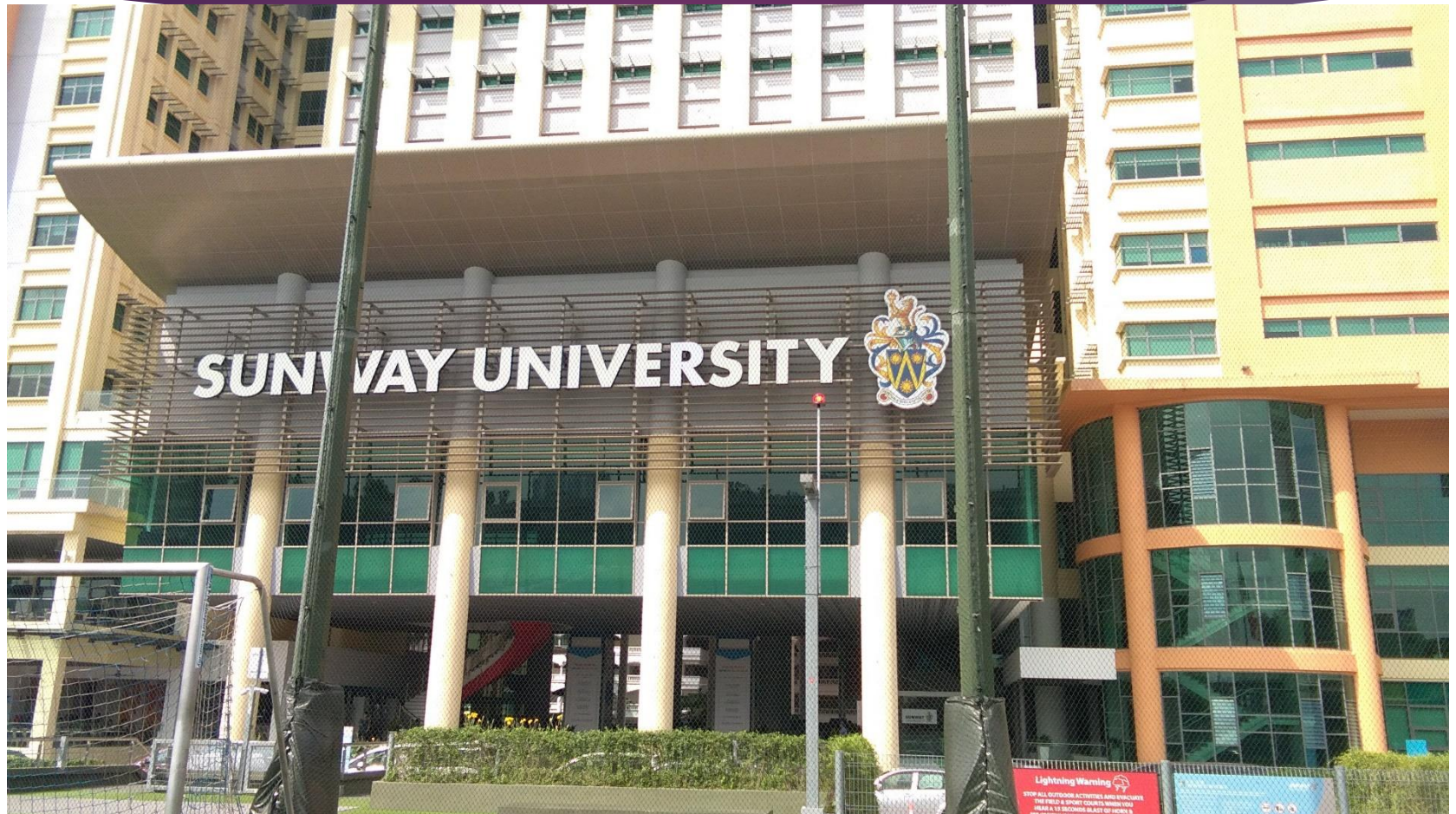
Lightning Warning



**STOP ALL OUTDOOR ACTIVITIES AND
EVACUATE THE FIELD WHEN YOU
HEAR 15 SECOND BLAST OF HORN &
SEE CONTINUOUS FLASHING STROBE LIGHT**

Remain indoors until you hear short blast of horn and
the strobe light stop flashing

Lightning Strobe Light





3R – Reduce, Reuse, Recycle

Clean & Green



Initiated by:
Safety & Health Department



E-waste Bin



Recycle Bin

IMPORTANT ADVICE

If you feel sick when you are in the campus, visit the Sick Bay immediately. Seek advice from the Nurse :

Ms. Kamala Devie (Nurse)

Nightingale Bay

03-7491 8670

(Office Hours Only)

Nightingale Bay Services

- ▶ Basic first aid care only
- ▶ Relieve pain from minor injuries sustained during office hours in the campus on the same day.
- ▶ We do not treat pre-existing illnesses such as fever, flu, cough, sore throat, cuts and old wounds.
- ▶ Ambulance service for emergency cases only; e.g uncontrolled bleeding, deep cuts, unconsciousness

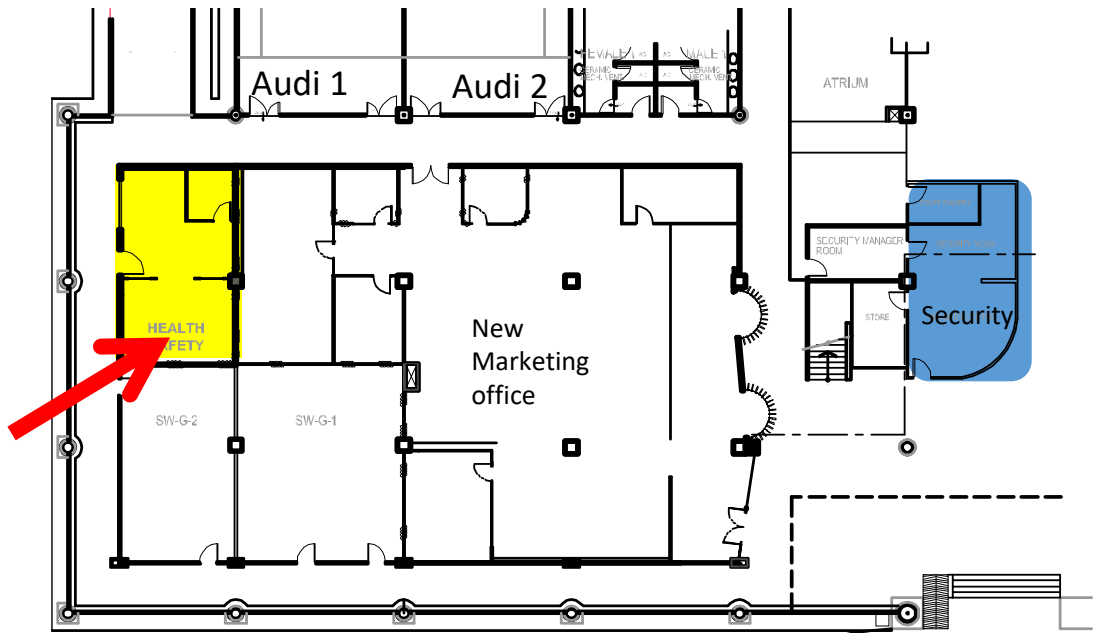
Health & Safety Office & Nightingale Bay Location

Direct Dial Number:

Health & Safety Office
03-7491 8678

Nightingale Bay
03-7491 8670

WE ARE HERE



Ground Floor, South Building, West



