

## Building Evacuation Team – Dept of Physics

Updated Sept 2023

Physics Building Evacuation maillist – phy-beteam@sfu.ca

Hannah , Coordinator, Emergency and Continuity Planning - srs\_em@sfu.ca , 778-782-8632

### Floor Wardens

Name	Email	Local	Assigned Sweep Area
David Lee	dla4@sfu.ca	28547	P7000 West
Chang Min Kim	cmk4@sfu.ca	28547	P7000 East
Ayako Nagasawa	physfa@sfu.ca_	24310	P8000 North
Daria Babeshko	physmgr@sfu.ca	23152	P8000 South ( Offices )
Ben Lin	physcsec@sfu.ca	23154	P8000 West
Vinisha Chaudhary	physgrad@sfu.ca	24465	P8000 East
James Conn	phyugrad@sfu.ca	24465	Backup for P8000
James Lang	phys_cmpt@sfu.ca	29656	P9000 South
Kieran Duffy	kieran_duffy@sfu.ca	24775	P9000 North West
Ricky Chu	ricky_chu@sfu.ca	23775	P9000 North East
Aria Payamara	apayamar@sfu.ca	27586	Surrey Campus

### BEC( Building Evacuation Coordinator )

Primary -	Bryan Gormann	phys_mlo@sfu.ca	23616,	778-999-3037
1 <sup>st</sup> Backup -	David Lee	dla4@sfu.ca	28547,	604-786-5993
2 <sup>nd</sup> Backup -	Chang Min Kim	cmk4@sfu.ca	28547,	778-886-0777

**Maillist** – phy-beteam@sfu.ca

### Building Evacuation Procedure

In the event of a fire alarm or other emergency evacuation event;

1/ don your Floor Warden Vest and gather any other items, ie flashlight, floor warden report form, pen, hearing protection, access/keys....

2/ sweep the area you have been assigned to, knock on doors and make a loud announcement outside the door “ Emergency - Evacuate the Building Immediately “ If you know for sure that the other floor warden assigned to your floor is away or not going to do the sweep of their area, please add their area to your own sweep. Close any doors that have been held open.

3/ direct people to the nearest safe exit and indicate to them the assembly area, Grassy Field on the South side of TASC2 along South Campus Rd, note anyone who refuses to exit.

4/ if clear/safe, take the fire stairwell on the South end of SCP to the P6000 level and report to the BEC with your completed floor warden report form.

5/ BEC to sweep P6000 level.

6/ BEC to elect a floor warden to report to act as the assembly captain.

5/ all floor wardens and the assembly captain to report to the assembly area.

6/ BEC to relay all clear and direct people back to the building.

Note, if possible, use the Building Evacuations Teams channel to communicate.