Melbourne Convention and Exhibition Centre
Emergency Procedures

Fire, medical and security emergencies

Dial ext. 6666 (or +61 3 9235 8333 from any phone)
In any emergency, notify your event security provider immediately or dial 6666 from the nearest internal phone.

Melbourne Convention and Exhibition Centre (MCEC) Security Control Centre will dial 000 to co-ordinate emergency service response if required.

For non-emergency security enquiries dial ext. 8333 (or 9235 8333 from any phone).

Fire
Familiarise yourself with the nearest fire exit and follow the warden’s instructions.
Do not use the lifts.
Please note that only trained security personnel or wardens are permitted to use fire extinguishers.

Medical emergencies
In any medical emergency notify your event security or first aid provider immediately. You can also report first aid/medical incidents to the Security Control Centre by calling 6666 from an internal phone or +61 3 9235 8333.

Shelter within the venue
If there is an emergency that requires you to stay indoors, find a safe place away from windows or doors and wait for instruction from the wardens or security.

Evacuation
In the event of an emergency one of two alarms may sound.

Alert alarm: “Beep! Beep! Beep!”
If you hear the alert alarm, remain where you are and wait for further instructions.

Evacuation alarm: “Whoop! Whoop!”
If you hear the evacuation alarm you must leave the building immediately. A warden will direct you to the safest evacuation point and let you know if/when it is safe to return.
Emergency evacuation assembly areas

In case of an emergency, a warden will direct you to the safest evacuation point.

<table>
<thead>
<tr>
<th>Area</th>
<th>Primary</th>
<th>Secondary</th>
<th>Tertiary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melbourne Convention Centre</td>
<td>E2 – Siddeley Promenade Northern side of Yarra River – access via Seafarers Bridge</td>
<td>E1 – MCEC Grass area Between Yarra River (South) and MEC Yarra Doors 1 &amp; 2</td>
<td>E3 – Munro Street Car Park Access via the Bays, rear of MECE</td>
</tr>
<tr>
<td>Melbourne Exhibition Centre</td>
<td>E1 – MCEC Grass area Between Yarra River (South) and MEC Yarra Doors 1 &amp; 2</td>
<td>E2 – Siddeley Promenade Northern side of Yarra River – access via Seafarers Bridge</td>
<td>E3 – Munro Street Car Park Access via the Bays, rear of MECE</td>
</tr>
<tr>
<td>Doors 11-21</td>
<td>E3 – Munro Street Car Park Access via the Bays, rear of MECE</td>
<td>E1 – MCEC Grass area Between Yarra River (South) and MEC Yarra Doors 1 &amp; 2</td>
<td>E2 – Siddeley Promenade Northern side of Yarra River – access via Seafarers Bridge</td>
</tr>
</tbody>
</table>

Note: The evacuation assembly points are subject to change at the discretion of the chief fire warden, depending on the location of the emergency, type of emergency, crowd density and wind conditions.