

**Emergency Phone Numbers:**

**FIRE SERVICE 000**  
**SECURITY 8923 9035**



## DCC EMERGENCY PROCEDURES

In the event of an evacuation, Darwin Convention Centre staff will act as fire wardens to assist in the movement of patrons to the designated assembly point.

The Centre has two assembly points:

- Waterfront Parklands – as close as possible to Stage One residential area; and
- Indo Pacific Marine car park area, across from the Centre

The Centre has two distinct alarms: ALERT (1st tone) will sound throughout the building when the fire alarm is activated, or EVACUATION (2nd Tone) if there is a pending emergency.

### FIRST TONE

#### Alert – Beep Beep (Warning)

Should you hear the alert tone please adhere to the following:

- prepare to evacuate;
- secure material as necessary;
- turn off all appliances; and
- await further instructions.

Information regarding the situation will be announced by the Chief Fire Warden through the public address system within the venue.

### SECOND TONE

#### Evacuation – Whoop Whoop (Emergency)

Should you hear the evacuation tone, please adhere to the following:

- calmly make your way to the nearest emergency exit;
- proceed to the nearest designated assembly point, where you will be briefed on the situation;
- do not use lifts; and
- follow staff instructions at all times.

Entry into the building will not occur until permission has been given by the Chief Fire Warden under the direction of the Northern Territory Fire Service.

#### If a fire is discovered at the Darwin Convention Centre:

- Break glass on any of the alarms located throughout the venue.
- Advise a staff member of the situation.
- Contain – close all doors.
- Evacuate – use designated emergency exits only.
- Extinguish – only if safe to do so.

ALARM	STONE	ACTION
WARNING	BEEP BEEP	PREPARE FOR AN EVACUATION
EMERGENCY	WHOOOP WHOOOP	EVACUATE AS DIRECTED