

PARLIAMENT OF AUSTRALIA

SECURITY

INFORMATION CIRCULAR

Security Circular No: **2010/8**

Date: 10 November 2010

TO: SENATORS, MEMBERS AND OTHER BUILDING OCCUPANTS

Emergency Evacuation Exercise—Tuesday 16 November 2010

1 To comply with the Australian standards for emergency evacuations, Parliament House is required to do a full emergency evacuation each year. Whilst most exercises are scheduled outside of the parliamentary schedule, a sitting day exercise is conducted every alternate year. The last one was conducted in 2008.

2 The 2010 sitting day emergency evacuation exercise will be conducted on Tuesday 16 November 2010, from 8:00am until approximately 8:45am.

3 This exercise will require evacuation to the centre of the building, specifically to the Members' Hall, the first floor public area and the Mural Hall.

4 During the exercise, the entrances to the building will be closed. People arriving at the building entrances while the exercise is underway will be requested to wait at the entrances until completion of the exercise. All car parks will remain open throughout the exercise and there will be no road closures.

5 **People who need to be in the building before 8:45am are advised to arrive at Parliament House and proceed through security screening before 7:50am.**

6 The exercise will commence with the "Alert" tone being sounded throughout the building by means of the Emergency Warning Intercommunications System (**EWIS**). The evacuation will then proceed on the sounding of the "Evacuation" tone through the EWIS. Wardens and Assistant Wardens will supervise the evacuation to the centre areas of the building in accordance with the Building Emergency Procedures for Parliament House.

7 It is essential that all occupants are familiar with the evacuation procedures. The Presiding Officers have been informed that no exemptions from participation in evacuation exercises will be granted to DPS staff.

8 Any enquiries, or feedback on the conduct of the exercise, should be directed to the Deputy Chief Warden, Mr Brian Sankey, on extn 8127, or by email to brian.sankey@aph.gov.au.

Alan Thompson
Secretary, Department of Parliamentary Services
Chair, Parliament House Security Management Board