

# Welcome to HKPC

# Your Safety is Our Prime Concern !

## Safety Signs in HKPC

### Warning



Slippery Surface Hazard

### Rescue



Exit

### Fire Fighting



Fire Extinguisher

### First Aid



First Aid

## Safety Instructions in HKPC

- Observe and follow all safety signs in the building;
- Do not smoke in the building;
- Persons under the influence of drugs or alcohol are not permitted to enter the building;
- Keep calm if you lose your way. Call the facility management office at 2788-5000 and wait for assistance.

## Accidents and First Aid

First Aid kit is available at the Enrollment Counter on 1/F, if required.

Report all accidents and if medical attention is required, contact the Facility Management Office at 2788-5000 for first-aid or emergency services.

## Information for Instructors

- Study this leaflet prior to your class or seminar;
- Provide brief safety, administrative and emergency evacuation plan to the students or participants before the class or seminar starts;
- Photographing and video recording without permission of HKPC are forbidden in the building ;
- If you need any assistance, please call PTI of HKPC at 2788 -5923.

**In the event of FIRE or  
EMERGENCY EVACUATION**

- ◆ Refer to the evacuation plan;
- ◆ Leave HKPC building by taking the nearest staircase (follow illuminated EXIT signs);
- ◆ Assemble at the Assembly Area as shown in red at car park zone, LG2; and
- ◆ Do not re-enter the building unless you are instructed to do so.

**FOR EMERGENCY,  
PLEASE CALL  
2788 5000**

**Evacuation Plan of HKPC – 1/F**

