

## ENTRANCE / PARKING PERMIT

Please display on your windscreen (or hand to your taxi driver) for quicker access to the site through the entrance barriers. Please keep displayed throughout your stay

## EVENT: SciencePAD Software Registries and Metadata Workshop

DATE/S: Friday 19<sup>th</sup> April 2013



### FIRE EVACUATION PROCEDURE

Please familiarise yourself with the location of fire exits and assembly points.

On hearing the continuous alarm, please evacuate the building using the nearest safe exit route.

Make your way to the nearest fire assembly point (see map) where an assembly warden will advise you further.

Please do not re-enter the building until instructed to do so.

### NO SMOKING POLICY

We operate a no-smoking policy in all campus buildings, including bedrooms.

### EMERGENCY

In an emergency, please contact reception (ext. 5000), or the security emergency line (ext. 3333).