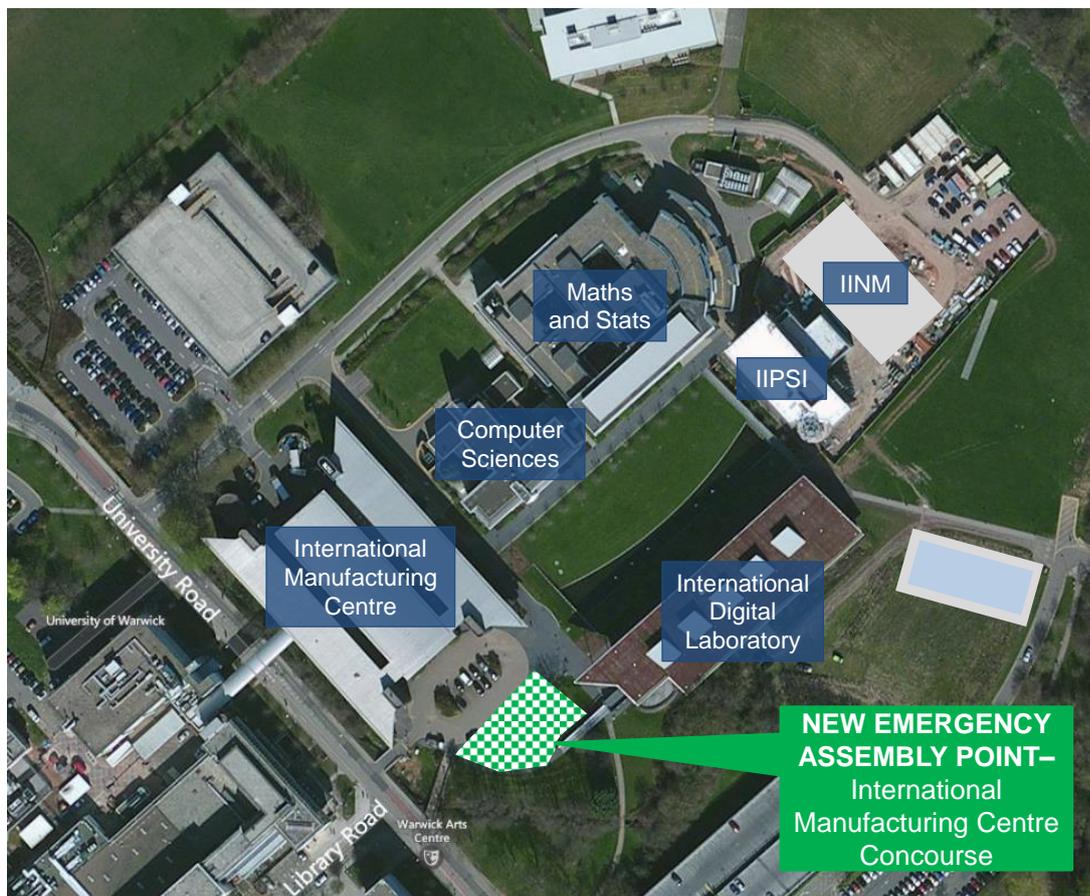


Re-location of your Emergency Assembly Point

Dear Colleague

You will be aware of the extensive [campus development](#) which is ongoing. Part of this work has seen extensive work to the lower level of Car Park 15 and subsequently it's availability as an emergency assembly point.

Car Park 15 will cease to be available with immediate effect for emergency assembly purposes. From now on, in the event of an evacuation, please **assemble on the 'IMC Concourse'**. This is the paved area in front of the International manufacturing centre and the bridge to the International Digital Laboratory. The new location for your emergency assembly point is highlighted by the green hatched area on the plan below.



All other existing emergency response arrangements remain the same. In particular, the [fire alarm response procedure](#) and the instructions for any [disabled building users](#).

Please take this opportunity to **familiarise yourself with these instructions as appropriate.**

The **existing fire action notices will be updated** by the Estates Department in the coming weeks to reflect the change set out above.

Chris Mayfield

Fire Safety Adviser