



# Gas Leak (LPG, Toxic Gas, Flammable Gas)



- **Notify**
- **Do not activate building alarms**

- 1** If you discover a gas leak, shout a warning to those nearby.
  - ✓ Pass the alarm by word of mouth.
  - ✗ **DO NOT activate the building alarms.**
  - ✓ If available, use the air horns located near entrances and hallways.
- 2** ✗ **DO NOT** activate or use:
  - building alarms
  - mobile phones
  - light flammable material
  - electronic equipment
  - hand-held radios.
- 3** ✗ **DO NOT** switch on/off or activate any electrical circuits (except isolators) in the affected area. Sparks from the switching contacts are a potential source of ignition.
  - ✓ Check the nearest emergency isolator or electrical isolator switches are off.

- 4**  **Evacuate immediately**
  - ✓ Avoid the contaminated area as best as possible.
  - ✓ Close doors. Push the release buttons on the smoke doors as you pass them.
- 5**  After you have evacuated the area, **DIAL UC Security 0800 823 637** and **state "GAS LEAK"**.
  - ✓ Give the exact location and details of the gas leak:
    - building name
    - any emergency assistance required and nature of the gas (if known).

**UC Security staff will arrange any emergency and/or medical help needed and continue to evacuate the building.**
- 6** Follow internal building procedures after activating the above.
- 7** ✗ **DO NOT** enter the building or area until you have received **"ALL CLEAR"** instructions from UC Security.

**Building name** \_\_\_\_\_

**Building floor** \_\_\_\_\_

**Assembly area is** \_\_\_\_\_

**Nearest ELECTRICAL isolator**  
\_\_\_\_\_

**Nearest GAS isolator** \_\_\_\_\_

**Emergency contact 1:**

Name \_\_\_\_\_

Role \_\_\_\_\_

Extn \_\_\_\_\_

Mobile \_\_\_\_\_

**Emergency contact 2:**

Name \_\_\_\_\_

Role \_\_\_\_\_

Extn \_\_\_\_\_

Mobile \_\_\_\_\_

**GAS LEAK**