



Western  
UNIVERSITY · CANADA

# Welcome to the Building Emergency Team Meeting!

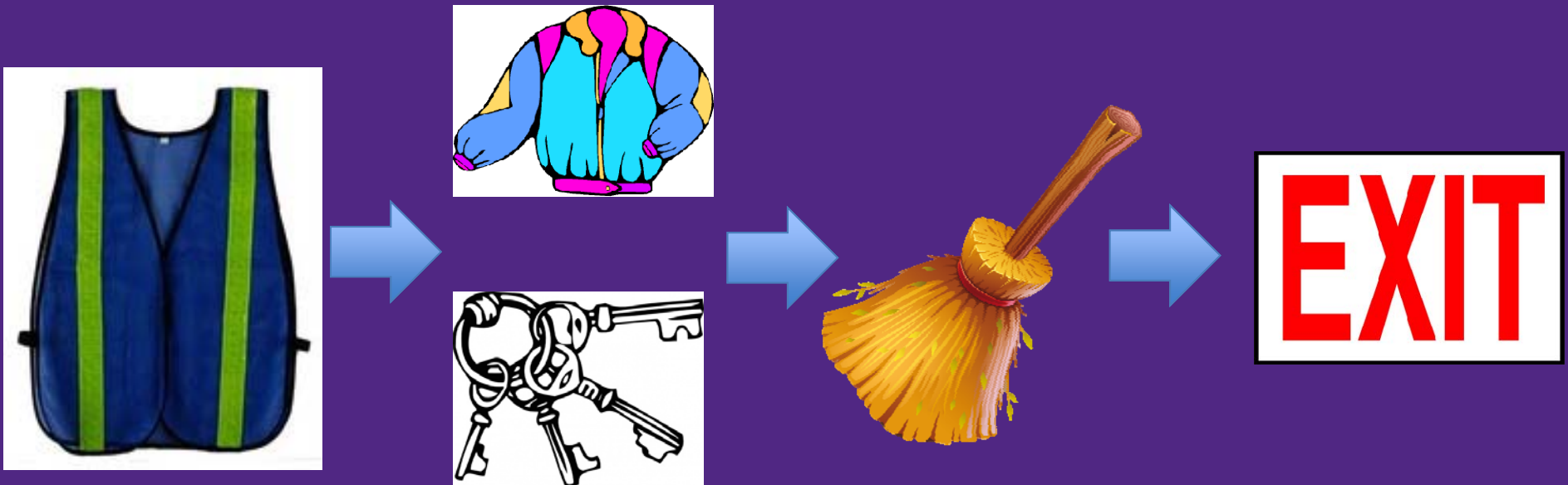


# WHAT IS A B.E.T.?

- A group of WONDERFUL volunteers that wear blue vests comprise the Building Emergency Team.
- Our solution to the OFC's requirement to designate "supervisory staff" [OFC 2.8.2.1 (1)(b)&(c)]

# THE ROLE OF B.E.T. MEMBERS

In the event of a fire alarm or other emergency:



# THE ROLE OF B.E.T. MEMBERS

If required...



Report smoke/fire to  
BEC/Responders.

If you are comfortable...



# Shelter in Place - General

- Take shelter in either an office, stairwell, or other room that is safe and close the door.
- Call 911 and report the following to the CCPS communications operator:
  1. Your location
  2. That the fire alarm is sounding in your location and you will not be able to exit the building
  3. The number of people that will be staying in the building
  4. A call back number where you can be reached for updates if needed

\*911 calls made from cell phones will be directed to the London Comm. Centre NOT CCPS

# Shelter in Place – Designated Suites

If staff are performing a surgery/procedure, imaging patients, or working with patients with a disability and cannot evacuate the building...

- Call 911, advise the dispatcher of your location, etc.

ALSO...

- All designated suites **MUST** have a landline telephone installed in the suite that can receive incoming calls.
- All designated suites **MUST** create and post a Standard Operating Procedure (SOP) for their specific room/suite that outlines the individual duties of each person involved in the event of a fire alarm activation. (I.e. who will call CCPS? who will take care of the patient? etc.)

# WHAT IS A B.E.C.?

- The person who coordinates the members of the B.E.T.
- Help to recruit new B.E.T. members and coordinate duties, meeting points, etc. of existing members
- Liaison between Fire Safety, Emergency Personnel, and B.E.T.



# HOW CAN WE RECRUIT MORE MEMBERS?

- We are looking for input on how we can reach out to building occupants and ask them to be a part of the B.E.T.
- When new members are added please contact me at [jromyn2@uwo.ca](mailto:jromyn2@uwo.ca) so that I can add them to my master list of B.E.T. members and they can receive emails regarding emergencies and also so I can get them a VEST!

# THANK-YOU!!

We would like to **THANK-YOU**, on behalf of the University and our Fire Safety Department, for your continued support in helping to keep our campus safe!

Please DO NOT hesitate to reach out to us if you have any questions or concerns at any time!  
jromyn2@uwo.ca OR firesafety@uwo.ca

# QUESTIONS?!