

# Students' Dormitory Evacuation Drill Announcement

## 1. Drill Purpose:

To improve and strengthen boarders' emergency response when facing emergency accidents such as earthquakes and fire accidents without lighting in the dorm. Boarders should be familiar with the nearest escape routes.

## 2. Participants:

All boarders live in **Da Ya Building, Da Lun Building, Da Zhuang Building and Da Chi Building.**

**3. Time & Date:** 18:30, October, 29<sup>th</sup>, 2019 [Tuesday]

**4. Organizers:** Office of Student Affairs (Guidance Divison)

**5. Co-organizer:** The 24<sup>rd</sup> Autonomy Committee of Student Dormitory

## 6. Time table:

Time	Contents
18:00-18:25	All boarders <i>must</i> stay in the room and wait for the RAs to do the roll when the counselors start broadcasting in the first time.
18:30	Turn the lights off and follow the directions when the alarm starts. All boarders are asked to move to the designated places as listed below: Boarders who live in <b>Da Chi Building</b> shall stay in the 2F of <b>Da Xiao Building.</b> Boarders who live in <b>Da Lun Building</b> shall stay between <b>Da Xiao Building and the taxi stop.</b> Boarders who live in <b>Da Zhuang Building</b> shall stay in front of the parking lot entrance of <b>Da En building.</b> Boarders who live in <b>Da Ya Building</b> shall stay between <b>Da En Building and The Flower Pond (百花池)</b>
18:30-19:20	Squat down after arriving the designated places, and the second roll call will be followed. Boarders are allowed to leave after the roll call is completed, whereas the self-defense firefighters have to practice the training tasks in designated rooms as listed in accordance with the dormitory: <b>Da Lun building - Da En 307, Da Ya building - Da En 102, and Da Zhong and Da Zhi Building - Da En 103</b>
18:50	The alarm will be turned-off and the lights will be turned on.
19:30-20:30	Self-defense firefighters practice the training tasks.
20:30	The end of the drill. Anyone late on the first and second roll call shall tell the RAs to mark your names.

## 7. Applying for a day off:

(1) Boarders who need to have a day off must go to the Dorm Duty office for leaving request. Then go to Military Education Office in the 2F of Da En Building, and ask Min-Chan, Lee, the main charger for this drill to sign your request.

(2) For those whose request has been approved must show the day off sheet to the Dorm Duty office for the point deduction. Students who attend the make-up class with the day off sheet will be no point deduction.

## 8. Precautions:

Any day-off request must be finished 3 days before the Drill (before October, 25). *One* point will be deducted for having a day-off. *Three* points will be deducted if without day-off request. **Anyone who receives a FIVE points deduction within one semester (including 5 points) will be expelled from the dormitory. Please be aware!**

**9. Back-up plan will be announced if the weather condition is not well.**