

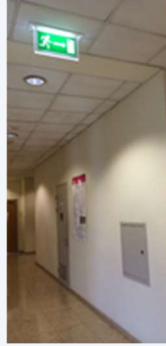
ARE YOU PREPARED FOR AN EMERGENCY?

FENS Emergency Information Brochure



The first step in being prepared for an emergency is to become familiar in advance with your building, evacuation routes, assembly areas, and emergency resources.

1 | BEFORE AN EMERGENCY



1

Know your evacuation route and assembly area in advance

- Review the Emergency and Evacuation Plan for your floor.
- Know the nearest emergency exit and an alternative evacuation route.
- Know the location of your building's Emergency Assembly Area.



EMERGENCY CONTACT INFO / ACİL DURUM İLETİŞİM BİLGİLERİ			
Title / Unvan	Name - Surname / Adı - Soyadı	Office Phone / Ofis Telefonu	Mobile / Mobil
Faculty Member / Öğretim Üyesi	Yusuf Ziya Menceoğlu	9635	-
	Fevzi Çakmak Çelebi	9677	-
	Gözde İnci	9676	-
Lab Specialist / Lab Sorumlusu	Biçe Erenkal	7400	(0541) 898 25 74
	Anıl Tez	9973	(0546) 438 21 97
	Cansu Yılmaz Baker	9952	(0539) 942 09 92
Lab Safety Specialist / Lab Güvenliği Sorumlusu	Çiğdem Aksu	9974	(0542) 408 6201



2

Know the emergency contact information

- Emergency Contact Information is posted on laboratory doors. You can find the laboratory responsible persons and relevant contact details there.
- Telephones are available inside the laboratories. You can call campus emergency numbers from these phones.
- Save the emergency numbers on your phone and remember that emergency contact information is also available in the MySU app.

7444

Laboratory

5555

Security

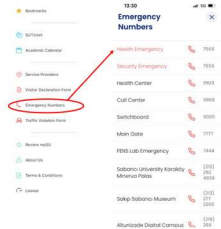
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Health

9988

Call Center

Download the MySU app to your phone



Keep the MySU app available on your phone. You can access emergency numbers and University notifications through the app.

3

Know your assembly area

- Use the nearest safe exit.
- Do not use elevators.

5

- Proceed to Emergency Assembly Area No. 5.
- Remain at the assembly area, follow instructions, and do not re-enter the building until authorized.



Sabancı University Tuzla Campus - Emergency Assembly Areas Layout

4

Know the locations of emergency equipment in advance

- Know the locations of the fire alarm, fire extinguisher, eyewash station, emergency shower, and spill kit in advance.



2 | DURING AN EMERGENCY

Ensure your own safety first. Follow alarms, announcements, and instructions from authorized personnel.



FIRE

- Warn people nearby and activate the nearest fire alarm.
- If it is safe to do so, stop your work and switch off equipment that can be safely shut down.
- When you hear the alarm or see the flashing warning light, follow the emergency exit signs and evacuate. Do not use elevators.
- Use a fire extinguisher only if you have been trained and have a safe escape route.
- Go to the assembly area; do not re-enter the building until authorized.



EARTHQUAKE

- DROP - COVER - HOLD ON.
- Stay away from windows, hanging objects, and tall furniture that could topple.
- Do not run outside during the shaking. After the shaking stops, evacuate safely using the stairs.
- Go to the assembly area and wait for instructions from authorized personnel.



EVACUATION

- Stay calm and stop what you are doing.
- Follow the emergency exit signs and use the stairs.
- Go directly to the assembly area; do not go back to look for friends or personal belongings.
- Follow instructions from authorized personnel; do not re-enter the building until it is announced that it is safe.



IF YOU ARE IN A LABORATORY

Before evacuating - only if it is safe to do so

- If it is safe to do so, stop the experiment and switch off equipment that can be safely shut down.
- If it is safe to do so, close gas valves and secure hazardous chemicals.
- Remove your lab coat and gloves before evacuating.
- Use emergency equipment only if you have been trained.



CHEMICAL SPILL / EXPOSURE

- Warn people nearby and restrict access to the spill area.
- Identify the spilled substance and refer to its Safety Data Sheet (SDS).
- Respond to the spill only if appropriate training, equipment, and procedures are available.
- In case of chemical contact with the eyes or body, use the eyewash station / emergency shower immediately and seek help.



GAS ODOR / OTHER EMERGENCIES

- If there is a strong or rapidly increasing gas odor, raise the alarm and evacuate the area.
- Avoid any action that could create sparks or an ignition source.
- Call the emergency numbers for assistance and follow instructions from authorized personnel.
- Do not return to the evacuated area until authorized.



Remember: Responding correctly in an emergency starts with knowing in advance what to do and whom to contact for help.