



## Visitors

Members of the public and other visitors require to be advised of the evacuation plans for any relevant premise they access. To ensure this is accomplished, adequate “Fire Action Notices” require to be displayed at prominent locations. Where possible, all buildings which the public have access to, such as galleries, museums and conference facilities should be managed in such a way as to ensure that staff can account for all visitors within the premises at any given time to ensure safe evacuation.

Visitors and organised groups should not have access to any University premise without suitable management and supervision arrangements in place.