

AT YOUR SERVICE...

EXCELLENCE AS STANDARD



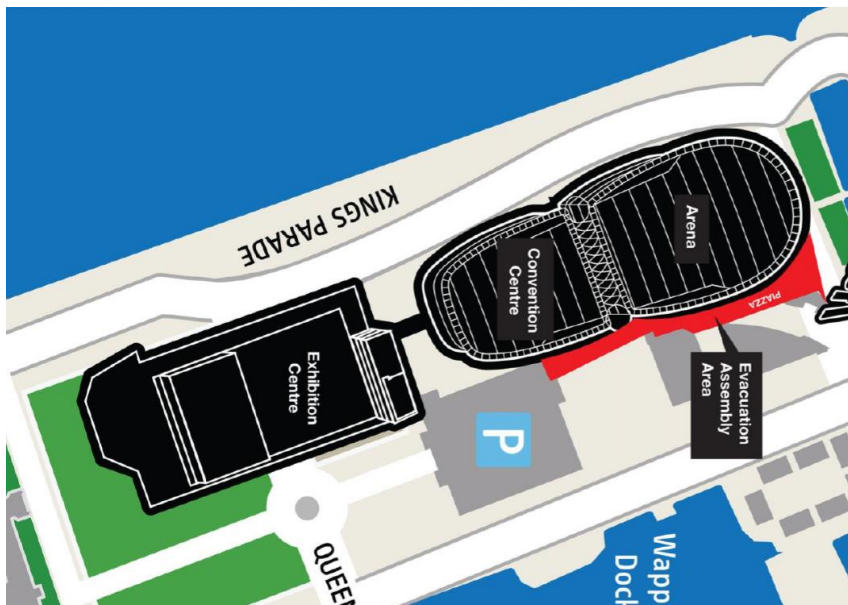
Emergency Procedures for Exhibitors

Each exhibitor must nominate a sufficient number of staff to ensure the observance of the instructions given in this document.

Evacuation

In the event that the building needs to be evacuated the following announcement is broadcast over the Public Address System: **“Attention please – Attention please! We have an emergency within the building. Please leave by the nearest available exit! Do not use the lifts!”**

In the event of an evacuation of ACC Liverpool, all delegates, exhibitors and the event organiser’s staff are requested to muster on the piazza outside the restaurant near Jury’s Inn (please see plan below).



No one is to return to the building, and should remain at the muster point until further information or official announcements have been made by ACC Liverpool.

Medical Emergencies

In the event of medical assistance being required, please contact a member of the ACC Liverpool team, informing them of the nature and location of the medical emergency.

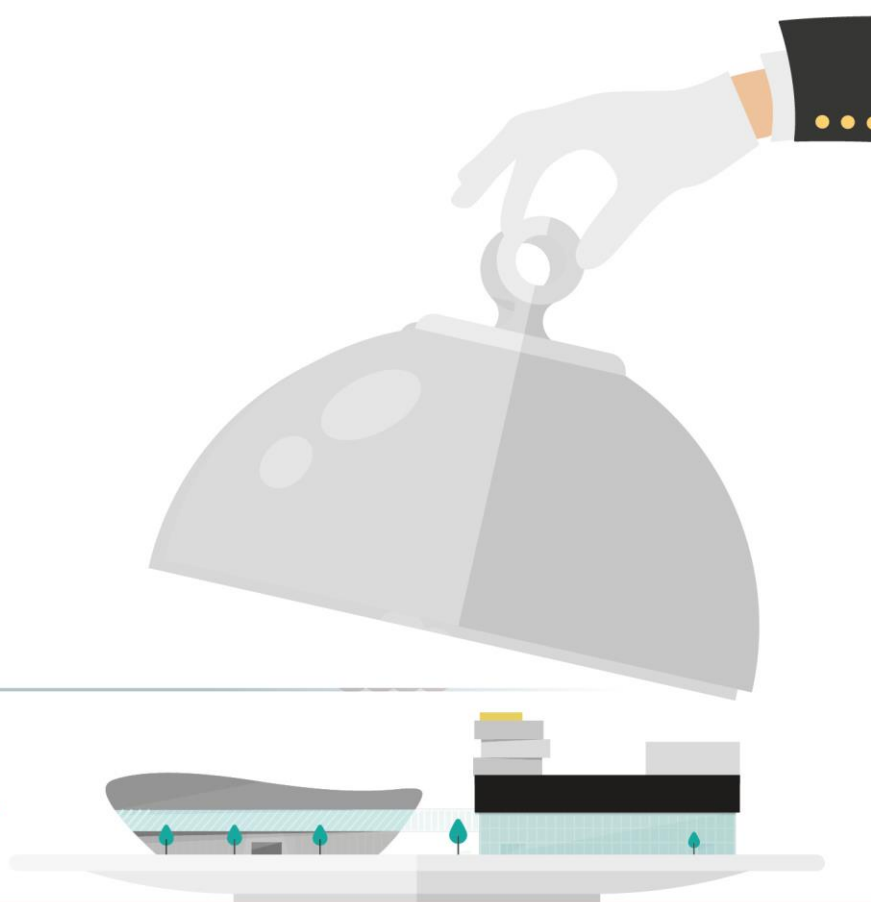
Fire Procedures

ACC Liverpool has a comprehensive fire alarm system and firefighting equipment. Should an emergency arise you should immediately contact any member of the ACC Liverpool team, informing them of the nature and location of the fire. Please see Evacuation procedures for further information.

Security

ACC Liverpool management wish to stress the importance of a **CONSTANT CHECK** being made of the contents of exhibitors' stands and rooms by exhibitors to see that no unidentified package, case or bag has been left unattended. In any case of doubt, the article should not be handled – inform a member of ACC Liverpool staff immediately.

If security staff are satisfied that there is no evacuation necessary as the emergency has passed, then a message will be passed to the main client contact to inform exhibitors. It is everyone's duty to be vigilant at all times.



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