

# Health and Safety Orientation



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## Welcome to Memorial University

Memorial is committed to developing, maintaining, implementing and continuously improving a safe and healthy work, teaching and learning environment. Prior to starting work at Memorial it is important that you are aware of the following health and safety information.

## Health and Safety Information

### Emergency Response

- To report an emergency (dialed from a campus phone, otherwise dial 864-XXXX):
  - St. John's Campus – 4100
  - Health Sciences Centre - 4100
  - Ocean Sciences Centre – 9-911\*
  - Marine Institute – 9-911\*
  - Grenfell – 2888

\*when utilizing 911, a follow up call should be made to St. John's Campus Enforcement and Patrol (CEP) 4100.

### Incident Reporting and MUN Safe

- **All** health and safety incidents must be reported to your Memorial Representative and an incident report completed
- Download the MUN Safe app to quickly access campus resources 24/7 such as emergency push notifications, emergency procedures, incident reporting and more.
  - Report hazard observations and near misses via MUN Safe

### First Aid and AEDs

- In case of an injury, first aid kits are located in all office suites and laboratories
- All workplaces have AEDs as well as trained first aid responders, names posted throughout the buildings.

### Emergency Evacuations

- Ensure you are aware of the primary and secondary exits.
- The building fire alarm system can be activated at the nearest fire alarm pull station.
- Emergency evacuation and location plans are posted on each floor in each building. Exit the building immediately upon activation of the alarm and proceed to the building's assembly point.
  - Individuals requiring assistance to exit should take shelter in a safe location such as a stairwell, inform someone of your location and ask them to notify CEP (864-4100) or Fire Department of your location.

### Working Alone

- If activities involve lone work then a check-in process must be developed in consultation with your Memorial Representative.

### Communicable Disease

- Practice good hand hygiene and cough/sneeze into your arm
- Do not come to campus if feeling unwell

### Other

- Memorial is a smoke-free campus
- Speed limit on Memorial road is 30 km/hr, be mindful of the many pedestrians on campus
- Obey all posted signage

## Contact us

Environmental Health and Safety  
Office of the Chief Risk Officer  
E: [health.safety@mun.ca](mailto:health.safety@mun.ca)  
[www.mun.ca](http://www.mun.ca)

This is one in a series of informational fact sheets highlighting Environmental Health and Safety.