Most multi-storey buildings at the University have an Emergency Warning Intercommunications System (EWIS). It warns occupants of an emergency and advises them to evacuate. It is usually on the ground floor near the Fire Information Panel.

The WIP is a phone system connected to the building’s EWIS.

You cannot make an outgoing PABX or exchange call using these phones.

Each floor has at least one red phone (some are in a metal container or located within the hose reel cabinet).

The WIP phone rings at the EWIS panel and does not connect anywhere else. It enables the Chief Warden or their delegate to communicate with building’s Floor Wardens in an emergency situation.

The WIP phones are red intercom phones for use by wardens or trapped building occupants during an emergency.

The WIP phone should only be used in an emergency situation to:

1. Notify the Chief Warden or their delegate:
   2. If there is a problem that requires further assistance, e.g. emergency on their Floor/Area/Zone.
   3. If there are any mobility impaired person(s) positioned in or near a safe holding area, e.g. fire isolated stair.
   4. When the Floor/Area/Zone has been cleared of all occupants.

The WIP phone should NOT be used to enquire if the emergency is ‘real’. When an alarm sounds, appropriate emergency evacuation procedures should automatically be undertaken.