

QUICK GUIDE TO BUILDING EVACUATION



This guide is addressed to staff, faculty members, students, and visitors of the Athens University of Economics and Business main building complex at Patission, Antoniadou, Derigny, & Mavrommateon St. and explains, in a clear and practical manner, what actions to take in the event of an emergency requiring building evacuation.

**Be prepared,
stay safe**



**Preparation
matters**

WHEN TO EVACUATE



Evacuate the building immediately when:

- The **alarm** sounds
- There is a **fire**, smoke, or a burning smell
- An **earthquake** occurs (after the shaking stops)
- You are instructed to do so by security staff or authorities





WHAT TO DO IMMEDIATELY



KEEP CALM
AND

First of all

- Stay **calm**
- Stop what you are doing and prepare to **leave**
- Take only **essential** personal belongings
- **Do not run, push or shout**
- Follow the **green exit signs** and evacuation plans



Movement Inside the Building

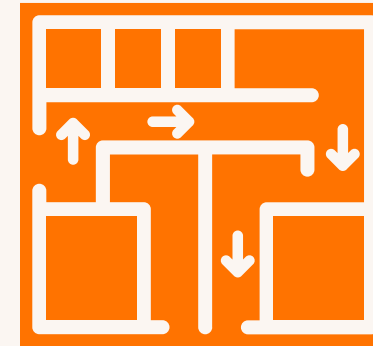
- Use the **stairs** only
- Do not use the elevator
- Follow the **shortest and safest escape** route
- In case of smoke, stay low and cover your mouth and nose



HOW SHOULD I MOVE THROUGH THE BUILDING?



Exits and Escape Routes



Building safety features:

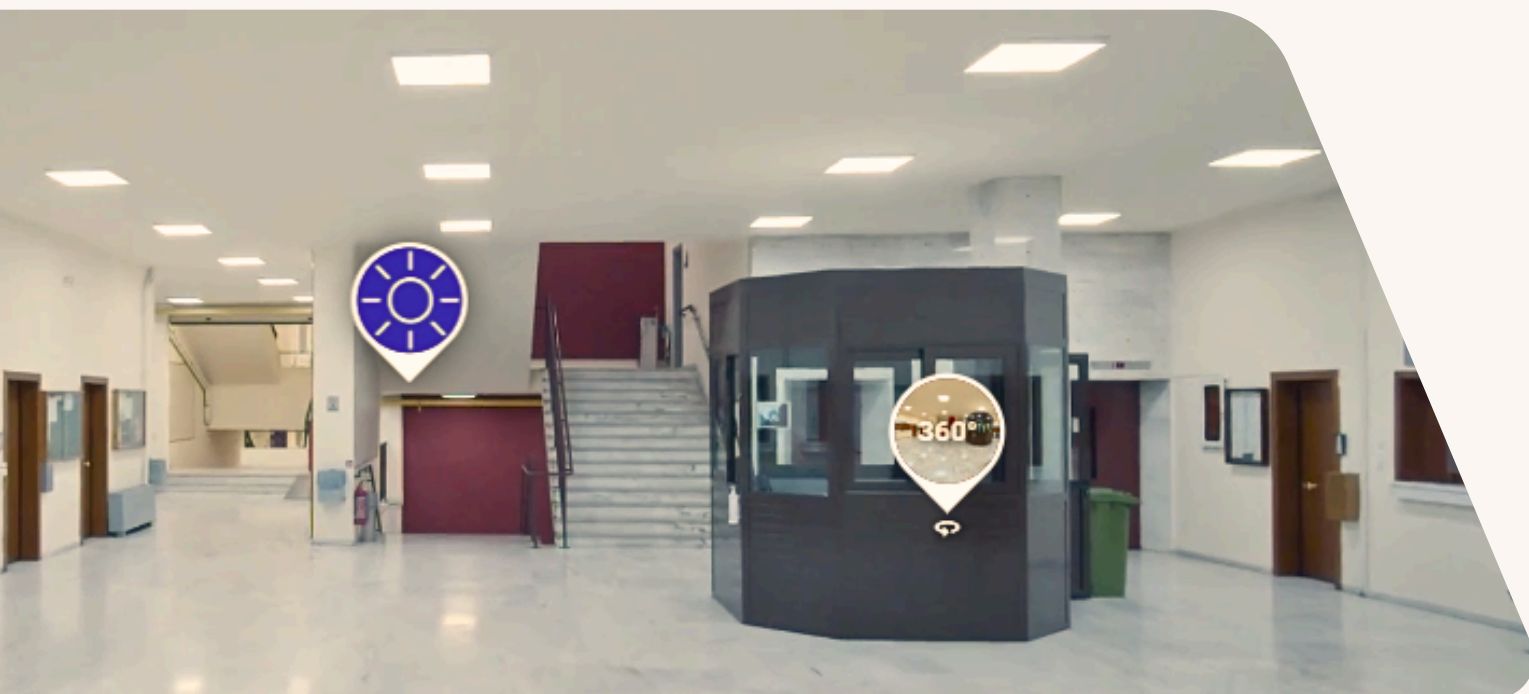
- **2 main stairs** with an **exit** towards **Patission** or **Derigny** or **Antoniadou** or **Mavrommateon St.**
- Always follow the **escape plan** of the floor you are currently on.

Floor exits lead to the floor lobby areas (clearance zones), and from there to the stairs, leading to:

- The Main Building Ground Floor: leading to the courtyard and the Patission St. exit.
- The Main Building Ground Floor: leading to the Mavrommateion St. exit.
- The Derigny Wing Ground Floor: leading to the Derigny St. exit.
- The Antoniadou Wing Ground Floor: leading to the Antoniadou St. exit.



ESCAPE





Helping Others

- Help persons with mobility or other disabilities.
- Do not leave them unattended.
- Inform security personnel if someone is unable to evacuate.

LEND A HAND

**HELPING PERSONS IN
NEED**





ASSEMBLY POINTS



— After exiting : Proceed to the designated **assembly point** —

Patission St.
sidewalk

Derigny St.
sidewalk

Antoniadou St.
sidewalk

Mavrommateon St.
sidewalk

**Remain there until further instructions are given
Do not re-enter the building without authorization**

Fire

- Push the **fire alarm** button
- Call **199** (Fire Service) if necessary
- **Close doors and windows** (do not lock them)
- **Evacuate** the area immediately



IN CASE OF FIRE



SAFETY REMINDERS



— Always follow the instructions of security personnel and the authorities —

Know your **floor exits** in
advance

Read the posted **escape**
plans

Participate in **evacuation**
drills

Staying calm and cooperating saves lives



Patission St. building

Ground Floor

Find the escape plans posted on each floor

Take a virtual tour of the building using [virtual walkthrough](#)

ΣΧΕΔΙΟ ΔΙΑΣΩΣΗΣ ΚΑΙ ΔΙΑΦΥΓΗΣ - ESCAPE PLAN

ΟΔΗΓΙΕΣ / SAFETY NOTICES

ΦΩΤΙΑ / FIRE

- Πιέστε το κομβίο αναγγελίας πυρκαγιάς / Push the alarm button
- Καλέστε το 199 / Call 199
- Αναφέρατε το όνομά σας και την τοποθεσία σας / Report your name and location
- Κλείστε τα παράθυρα και τις πόρτες (μην κλειδώνετε) / Close windows and doors (do not lock)
- Ακολουθήστε τις οδηγίες της Πυροσβεστικής και του Προσωπικού Ασφαλείας / Follow the instruction given by fire brigade and security staff
- Διατηρείστε την ψυχραιμία σας / Remain calm

ΕΚΚΕΝΩΣΗ / EVACUATION

- Σβήστε τις ηλεκτρικές συσκευές / Switch off electrical apparatus
- Ακολουθήστε τις οδηγίες της Πυροσβεστικής / Follow instructions given by fire brigade
- Εκκενώστε αμέσως, μην τρέχετε / Evacuate immediately, do not run
- Αναφερθείτε σε ένα σημείο συγκέντρωσης έξω από το κτίριο / Report to an assembly point outside the building
- Διατηρείστε την ψυχραιμία σας / Remain calm

ΥΠΟΜΝΗΜΑ / LEGEND

- Βρίσκεστε εδώ / You are here
- Όδευση διαφυγής / Escape route
- Έξοδος κινδύνου / Emergency exit
- Πρώτες βοήθειες / First aid
- Πυροσβεστήρας / Fire extinguisher
- Πυροσβεστική φωλιά / Fire hose reel
- Πυροσβεστικός σταθμός / Fire station
- Σημείο συγκέντρωσης / Assembly point
- Κομβίο χειροκίνητης αναγγελίας πυρκαγιάς / Fire alarm button
- Ανεγκυστήρας / Lift
- Κλιμακοστάσιο / Stairs

ΤΗΛΕΦΩΝΑ ΕΚΤΑΚΤΗΣ ΑΝΑΓΚΗΣ / EMERGENCY NUMBERS

- ΕΚΑΒ / Ambulance service
- Πυροσβεστική Υπηρεσία / Fire service
- Άμεση Δράση / Police
- Αριθμός έκτακτης ανάγκης / Emergency number

ΟΙΚΟΝΟΜΙΚΟ ΠΑΝΕΠΙΣΤΗΜΙΟ ΑΘΗΝΩΝ ΚΕΝΤΡΙΚΟ ΚΤΙΡΙΟ ΠΑΤΗΣΙΩΝ 76, ΑΘΗΝΑ

Ημερομηνία / Date	30/09/2020
Ημερομηνία αναθεώρησης / Revision Date :	30/09/2020
Αριθμός σχεδίου / Plan No :	05 (Ισόγειο)

TENKA ΤΕΧΝΙΚΗ ΕΝΕΡΓΕΙΑΚΗ
ΕΠΙΧΕΙΡΗΣΙΑΚΗ 19, Τ.Κ. 11476, ΑΘΗΝΑ
ΤΗΛ : 210 6450563, FAX : 210 6450564
e-mail : info@t-e.gr www.t-e.gr

ΧΑΡΤΗΣ ΣΗΜΕΙΟΥ ΣΥΓΚΕΝΤΡΩΣΗΣ / OVERVIEW PLAN

At a Glance

In case of an emergency requiring the evacuation of the Athens University of Economics and Business building complex, located at Patission, Antoniadou, Derigny, Mavrommateon St.

Evacuate the building immediately when:

- The **alarm** sounds
- There is a **fire**, smoke, or a burning smell
- An **earthquake** occurs (after the shaking stops)
- You are instructed to do so by security staff or authorities

First of all

- Stay **calm**
- Stop what you are doing and prepare to **leave**
- Take only **essential** personal belongings
- **Do not run, push or shout**
- Follow the **green exit signs** and evacuation plans

Movement Inside the Building

- Use the **stairs** only
- Do not use the elevator
- Follow the shortest and safest **escape route**
- In case of smoke, stay low and cover your mouth and nose

Exits and Escape Routes

Building safety features:

- 2 main stairs with an **exit** towards **Patission or Derigny or Antoniadou or Mavrommateon St.**
- Always follow the **escape plan** of the floor you are currently on.

Helping Others

- Help persons with mobility or other disabilities.
- Do not leave them unattended.
- Inform security personnel if someone is unable to evacuate.

In case of fire

- Push the **fire alarm button**
- Call **199** (Fire Service) if necessary
- **Close doors and windows** (do not lock them)
- **Evacuate** the area immediately

— After exiting : Proceed to the designated **assembly point** —

— Always follow the instructions of security personnel and the authorities —



SAFETY FIRST

— ATHENS UNIVERSITY OF ECONOMICS AND BUSINESS SAFETY & PROTECTION UNIT —

Disaster preparedness starts with awareness and action.
Talk to your colleagues/fellow students and stay informed.
Share this knowledge with others — it can save lives.



[aueb.gr](https://www.aueb.gr)



protocol@aueb.gr



[Patission, Derigny, Antoniadou, Mavrommateon St.](#)

More Safety Instructions:

<https://www.aueb.gr/el/content/odigies-asfalias>

