



澳門大學  
UNIVERSIDADE DE MACAU  
UNIVERSITY OF MACAU

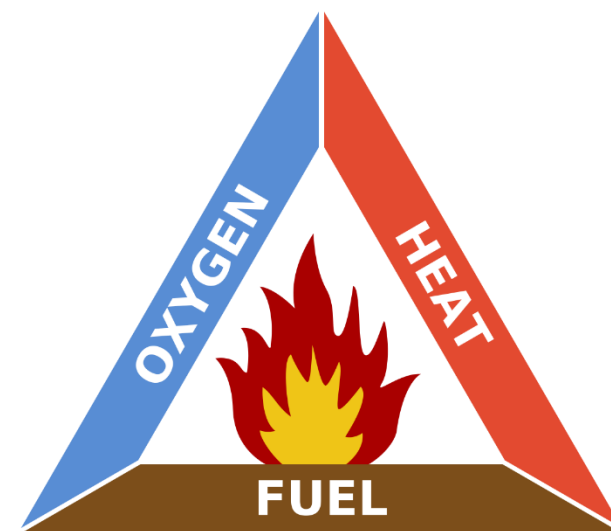
# 宿舍安全 Dormitory Safety

安健及環境事務辦公室  
Office of Health, Safety and  
Environmental Affairs

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澳大

# 火三角 Fire Triangle

- 火需要氧氣、熱量及燃料來燃燒。
- 如缺少以上其中一種原素，火便會自行熄滅。
- Fire needs oxygen, heat and fuel to burn.
- If one of these three is removed, the fire will be put out.

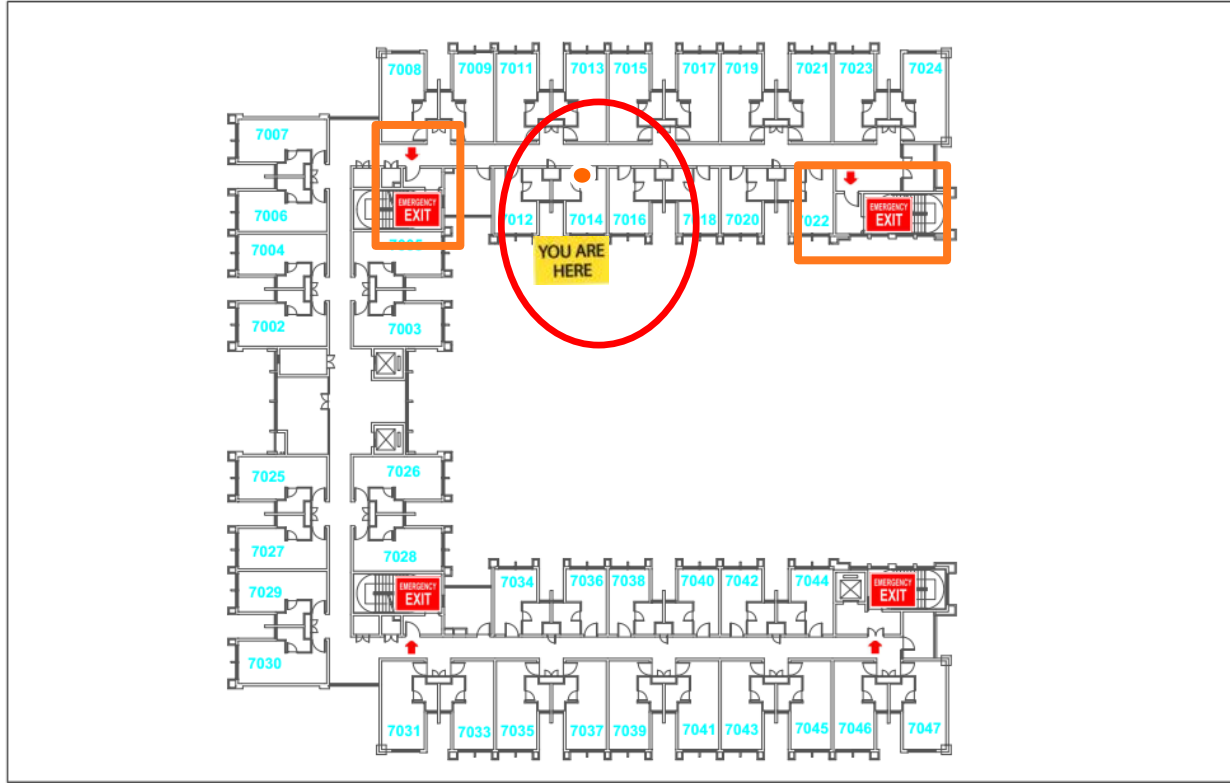


## 宿舍學生應注意事項：

- 熟悉所屬大樓之走火通道及逃生路線。
- 確保逃生路線（包括走廊及樓梯）沒有雜物阻塞。
- 保持防煙門關閉，以防火警時煙火蔓延及減少損失。

## All dormitory students should note the following:

- Be familiar with the means of escape and the escape routes of the building where you reside.
- Ensure fire escape routes (including corridor and staircase) are free from obstruction.
- Keep the smoke doors closed to prevent smoke and fire from spreading and to reduce loss in case of fire.



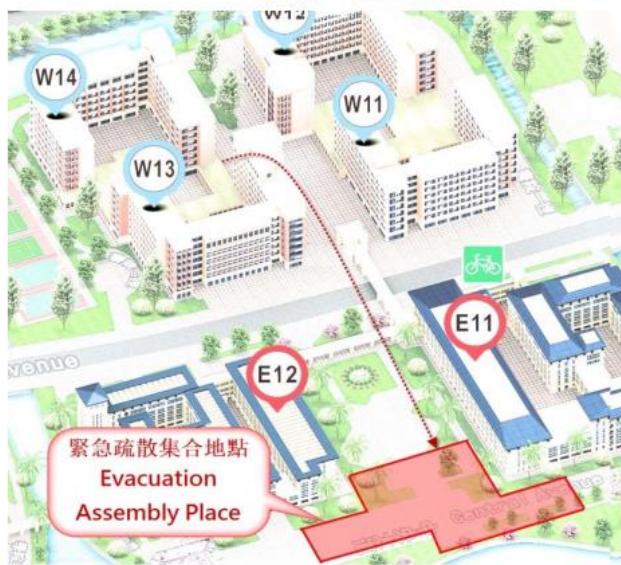
- 每一房間內貼有逃生平面圖
- 顯示最近逃生位置
- Each dormitory room has a Evacuation Plan posted
- Displaying the nearest emergency exit

# EVACUATION ASSEMBLY PLACE

## 緊急疏散集合地點



**W13** 何鴻燊東亞書院  
Stanley Ho East Asia College



中央大道 (E11 與 E12 之間地段)  
Central Avenue (between E11 & E12)



安健及環境事務辦公室  
Office of Health, Safety and Environmental Affairs

- 張貼於大樓當眼處
- 認識大樓的緊急疏散集合地點，並於疏散時到指定地點集合
- Posted in eye-catching area of each building
- Know your Evacuation Assembly Place and gather there during emergency evacuations



- 防火演習通告將貼於大樓當眼處
- 請於防火演習當日於指定時間參與演習，並到指定地點集合
- Fire Drill Notice will be posted at eye-catching area of your building.
- Participate in fire drills on designated date and time, gather at the Evacuation Assembly Place.

# FIRE DRILL



## NOTICE 防火演習通告

S2

研究生宿舍南二座  
**Postgraduate House S2**

日期 Date : 27/10/2018  
 時間 Time : 09:30  
 集合地點 Assembly Place : S1 與 S3 之間的露天廣場  
 Plaza between S1 & S3




**\*\*火警鐘將鳴響五至十分鐘 - 望各位報兇參與！\*\***  
**\*\* Fire alarm will be activated for 5 to 10 minutes, your participation is highly encouraged! \*\***  
 Issued by Office of Health, Safety and Environmental Affairs

## 當聽到火警鐘響起：

- 即時反應及逃生，切記帶備逃生三寶：手提電話、門匙及濕毛巾。
- 打碎消防警報掣玻璃，啟動警鐘通知他人逃生。
- 安全至上，不要只顧救火、救人或保護財物而錯過逃生機會。
- 不要乘搭電梯，以最近及最安全的逃生出口及樓梯逃離出事樓宇。
- 逃生時仍需保持防煙門常關以防濃煙蔓延。
- 如被困或不能及時逃離出事樓層，可退回室內，並用膠紙或濕布封好門邊空隙，懸掛被單或揮動毛巾向窗外求救，並致電緊急熱線求助。

保安中心緊急熱線：8822-4000  
Security Hotline

政府緊急救助熱線：999  
Emergency Hotline

## When you hear the fire alarm:

- Respond and evacuate quickly. Remember to take these three useful items when escaping: your mobile phone, your keys and a wet towel.
- Break the break-glass unit to activate the fire alarm.
- Put your life in the first priority and do not try to get all your valuables.
- Don't use the lifts but the nearest and safest emergency exit and stairway for evacuation.
- Keep the smoke doors closed at all time to prevent smoke from spreading.
- If you are unable to leave your unit, stay in your unit and use tape to seal cracks around the doors and place wet towels at the bottom. Dial the emergency hotlines, open the windows and cry for help.



如逃生時發現梯間濃煙密佈：

- 使用其他未見有煙的樓梯離開。
- 用濕毛巾掩口鼻，並應緊記蹲下爬行，因接近地面的空氣會較為清新。
- 假如所有樓梯不能使用，在情況許可下應返回走廊並向其他單位拍門求助，直到找到地方躲避。



If smoke is present in the stairway when you are escaping:

- Use another stairway that is clear of smoke.
- Cover your mouth and nose with a wet towel. As the air is fresher near the floor, remember to bend low and crawl.
- If no other stairway is available, return to your unit (if conditions allow), or retreat to any corridor and bang on the doors of other units until you find a place to shelter.



## 衣服著火怎麼辦：

- 如衣服著火，應立即躺下，以手掩面，以防火焰灼傷臉部，然後在地上滾動身體。
- 致電緊急熱線求助。

## If your clothing catches fire:

- If your clothing catches fire, protect your face with your hands, lie down and roll on the floor.
- Dial the emergency hotlines.

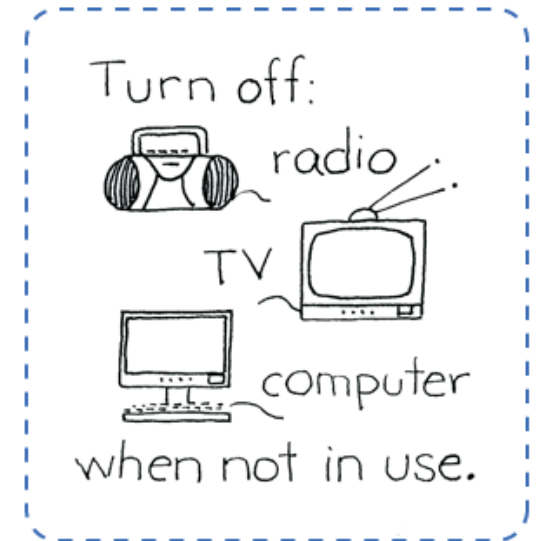
保安中心緊急熱線：8822-4000  
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## 養成良好習慣：

- 睡前和外出時，關閉電器及熄滅火源。



## Form good habits:

- Switch off all electrical appliances and put out the open flame before sleeping or going out.



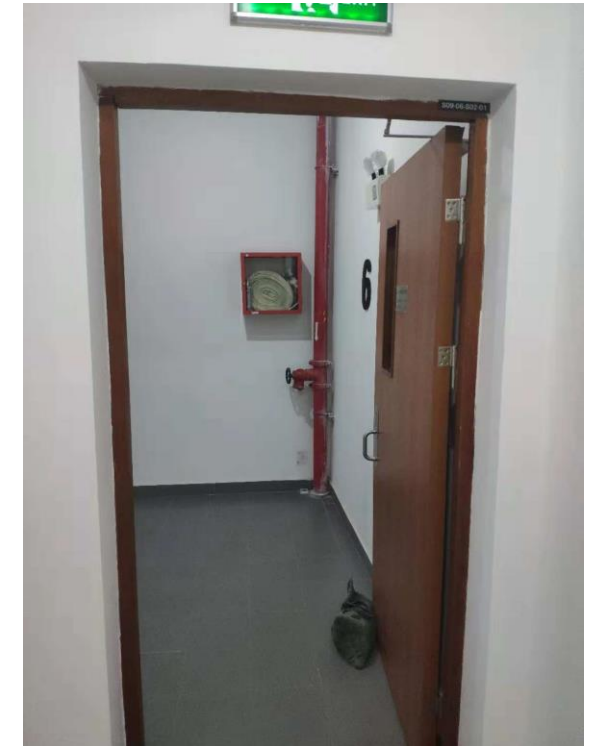
## 走火常見問題：

- 逃生通道堆滿雜物
- 用沙包或雜物阻礙防煙門關閉



## Common Problems Found:

- Materials along evacuation route
- Blocking the closure of smoke doors





# 一般安全要點

- 1** 手濕時切勿接觸任何電器、插座或電掣。  
Do not touch electrical appliances, sockets or switches with wet hands.
- 2** 若電器毋須使用一段時間，應拔掉插頭。  
Unplug appliances if they will be idle for a certain period of time.
- 3** 確保電器四周有足夠空間讓空氣流通，以免電器過熱。  
Allow sufficient space for ventilation to prevent electrical appliances from overheating.
- 4** 若使用電器時發現不正常或過熱情況，應立即停止使用，關掉電源及安排合資格人員檢驗及維修。  
If appliances operate abnormally or if there are signs of overheating, stop using the appliances. Switch them off and arrange for inspection and repairs by qualified persons.
- 5** 電池充電時間不應太長，必須遵照說明書所載的規限，避免在睡覺或無人在家時充電。  
Battery charging time should not be too long. Adhere to the instructions given in the user manuals. Avoid leaving any operating battery charger unattended when nobody is at home or while sleeping.



用電安全  
小貼士 ⚡  
Electrical Safety  
Tips





# 插頭之使用

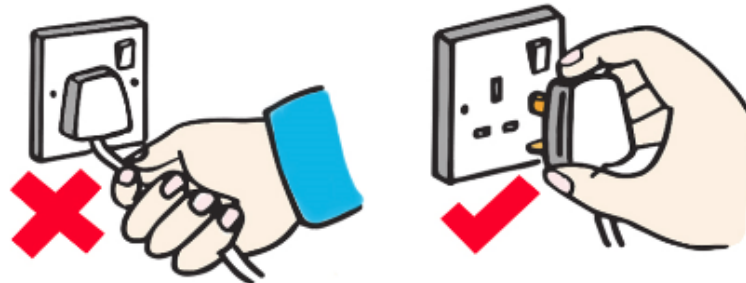
**1** 必須使用符合安全規格之三腳插頭。  
Only use 3-pin plugs which comply with the safety requirements and standards.

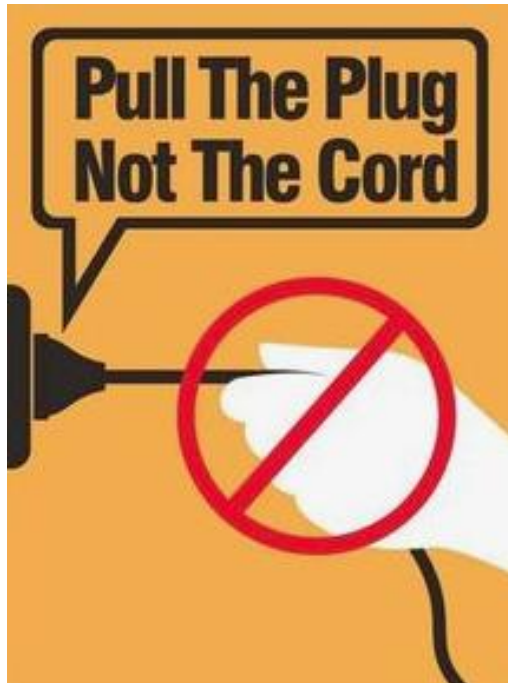
**2** 正確使用電源線，插入或移除插頭時，應抓住插頭而不是電源線。  
Use electrical cords properly. Insert and remove plugs by grasping the plug, not the cord itself.

**3** 破裂的插頭應立刻更換，不可繼續使用。  
Damaged plugs should not be used and need to be changed immediately.

**4** 檢查所有電源線狀態良好，電線沒有任何部分損毀、撕裂、破裂或磨損。  
Check all cords are in good conditions and no part of the cable is worn, split, cracked or frayed.

**5** 切勿在同一插座上使用太多插頭，每個插座亦只可插上一個萬能蘇或一個拖板，以免電力超出負荷。  
To prevent circuit overload, do not insert too many plugs into a socket outlet. No more than one adaptor or one extension unit should be inserted into a socket outlet.





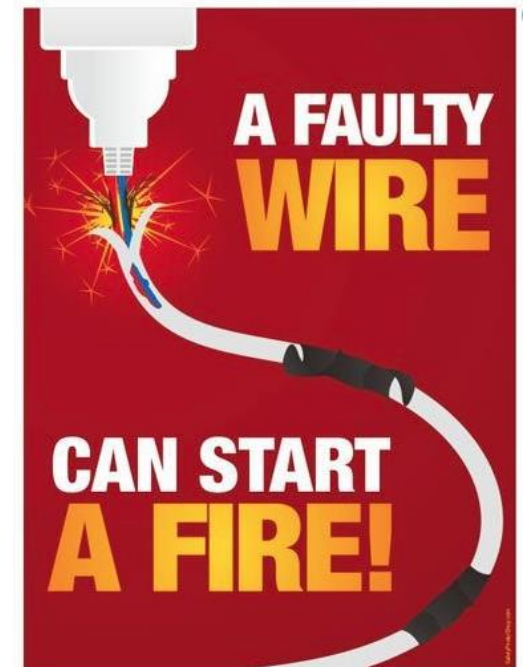
關掉不使用的電器，  
節省能源。

不要拉扯電線，  
緊握插頭拔掉。



電力勿超負荷

切勿使用破損電線，  
以免發生火警。







## 微波爐安全小貼士

### Safety Tips for Using Microwave Ovens

1. 請使用適用於微波爐之器具，如陶瓷、耐熱玻璃及耐熱塑膠等容器  
Please use utensils that are suitable for use in a microwave oven, such as ceramics, heat-resistant glass containers, microwave-safe plastic containers, etc
2. 液體食物在爐內加熱後，請等待一會兒再行取出，以防液體突然噴出導致燙傷  
After reheating liquid food in the microwave oven, please wait for a while to avoid getting hurt by the spurted boiling liquid
3. 食物應以微波爐適用之蓋子或保鮮紙蓋好，並留空隙讓蒸汽排出  
Food should be covered with a microwave-safe lid or plastic wrap; leave a small part uncovered to allow steam to escape
4. 微波煮食時保鮮紙應避免接觸食物  
Avoid direct contact between the food the plastic wrap when during microwave cooking







# 微波爐安全小貼士

## Safety Tips for Using Microwave Ovens

1. 不要在微波爐內沒有任何食物的情況下使用。

Do not turn on the microwave oven without any food inside.

2. 切勿把雞蛋(有殼或無殼)或果仁等食物放入爐內加熱。

Do not microwave any eggs (with or without the shell) or nuts.



3. 切勿把罐頭等密閉的容器放入爐內加熱。

Do not microwave closed containers, such as canned food.



4. 窄頸瓶不可直接放入爐內烹煮，應先把液體倒入開口較大的容器方可加熱。

Do not use narrow neck bottles for microwave reheating; it is suggested to pour the liquid into a container with larger opening before reheating.



5. 切勿使用金屬器具或含有金屬成份的容器作微波煮食。

Do not use metal utensils or containers with metal components for microwave cooking.

**Don't**





## 應時刻緊記：

- 注意自己及他人的安全
- 如需協助，可聯絡你的樓層代表、書院或宿舍管理人員，或致電緊急熱線求助。

保安中心緊急熱線：**8822-4000**  
Security Hotline

政府緊急救助熱線：**999**  
Emergency Hotline

## Always remember:

- To pay attention to your own and other's safety.
- If help is needed, you can contact your floor representative, residential college or dormitory management, or dial the emergency hotlines.



*Thank you  
for your attention!!*

