

# Trapped in an Elevator

**Familiarise yourself with these procedures in the event of ever being trapped in an elevator**

## **What someone should do if the elevator stops:**

1. Remain calm. There is plenty of air in the elevator.
2. Do not attempt to climb out of the elevator carriage.
3. Press and hold the Emergency/Bell button and wait for assistance.
4. If a phone is available, follow the instructions to summon help.

## **If you can see the elevator has stopped or is stuck:**

1. If you think there may be a fault with the elevator and/or persons may be inside the elevator, **DIAL 6111** to notify UC Security. If using a mobile phone, **DIAL 0800 823 637**.
2. Remain calm. If person/s are inside the elevator, they may be anxious. Advise the occupants that you have summoned assistance and help is on its way.
3. If at all possible, remain at the site until help is available.

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