**南臺科技大學宿舍請假單STUST Student Absence Form**

**□防災避難演練Dorm Evacuation Drill**  **□座談會Dorm Symposium**  (請勾選Please tick)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **宿舍房號**  **Dorm Room No.** |  | | **姓 名 Name** | |  | |
| **學號 Student ID No.** |  | | **班級 Department** | |  | |
| **請假事由(Reasons for absence)：** | | | | | | |
| **指導老師（導師）**  **tutor/advising professor**  **簽章 signature/ 日期date** | |  | | **承辦人簽章**  **LSD Signature** | |  |

一位同學填寫一張(半頁)即可，若防災演練與座談會皆須請假，則寫兩張（一整頁）

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一位同學填寫一張(半頁)即可，若防災演練與座談會皆須請假，則寫兩張（一整頁）

**南臺科技大學107學年度第二學期學生宿舍防災避難演練課目分配表**

**一、演練日期：108年3月20日(星期三)**

**二、演練項目：107-2學期宿舍複合式防災避難演練項目如表一**

**表一：學生宿舍防災避難演練項目**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **時 間** | **演 練 項 目** | **內 容** | **地點** | **備註** |
| 15:50 ~ 16:00 | 樓層消防設施位置暨逃生路線介紹 | 1.瞭解居住環境安全設施。  2.熟悉逃生動線。 | 各宿舍 | 由各宿舍樓長、宿管主導演練 |
| 16:00 ~ 16:05 | 防震避難演練 | 使同學瞭解遇地震時，避難處理程序。 | 各宿舍 | 由教官協助指導與指揮 |
| 16:05 ~ 16:15 | 防火逃生疏散演練 | 使同學瞭解遇火災時，逃生疏散動作。 | 各宿舍 | 由教官協助指導與指揮 |
| 16:15~ 16:30 | 集合、點名 | 遇地震、火災等狀況後，掌握學生動向。 | 大操場 | 由各樓長負責 |
| 16:30 ~ 17:30 | 消防講習 | 如何防災避難及各式消防逃生器材使用 | 大操場 | 消防隊教官 |

**三、教官任務分配**

**請教官於演練全程依時間發佈狀況並引導同學依分配位置圖迅速就位，**

**且維持演練秩序及安全，並協助指導，教官任務分配如表二。**

**表二：教官任務分配**

|  |  |  |
| --- | --- | --- |
| **宿舍** | **宿管** | **指導教官﹝負責樓層﹞** |
| 第一宿舍 | 邱馨儀小姐 | 邱馨儀(一~二樓)、鄭宣孝(三~五樓) |
| 第三宿舍 | 吳俊鈺先生 | 吳俊鈺(一~五樓)、秦寶童(六~十樓) |
| 第六宿舍 | 徐裕基先生 | 男宿：徐裕基(三~四樓)、陳重光 (五~七樓)、  林銘輝(八~十樓)、楊榮康(十一~十三樓) |
| 第六宿舍 | 李慧宜小姐 | 女宿：李慧宜(三~五樓)、戴展得(五~七樓)、  蔡勝耀(八~十樓)、蔡明峯(十一~十三樓) |
| 境外生 | 施宜君小姐 | 施宜君 |
| 王銘鴻組長:督導全般演練事宜。  蔡明峯宿管:綜理全般演練事宜。  羅文財教官、蔡明峯宿管:負責大操場同學集合事宜。  備註:請各樓層負責教官於演練前五分鐘到達定位，協助指導與指揮演練進行;  另請國際暨兩岸事務處派員協助演練事宜。 | | |

**南臺科技大學學生宿舍防災疏散集合區暨演練位置圖**

創新育成中心

學生第一宿舍

籃球場

溜冰場

側 門

側門

Ｇ棟　(化學與生物科技館)

大　操　場

一宿女生１↓５樓

三宿男生１↓10樓

六宿女生４↓13樓

六宿男生3↓13樓

境 外 生

滅火器、消防栓演練區

學生第六宿舍前廣場

學生第六宿舍

**STUST Student Dorm Evacuation Drill for 2019 Spring Semester**

1. **Date: 2019/3/20 (Wednesday)**
2. **Drill Guide:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Time** | **Content** | **Purpose** | **Location** | **Note** |
| 15:50 ~ 16:00 | Introduce the equipment for fire control at each floor and the way to evacuate from the dorm | 1. To know the safety facility in the living environment. 2. To be familiar with the evacuation way of each dorm | Each dorm | Host by dorm managers and RA |
| 16:00 ~ 16:05 | Earthquake Evacuation drill | To know the procedure while you face an earthquake | Each dorm | Instruct by military officers |
| 16:05 ~ 16:15 | Fire Evacuation drill | To know the procedure while you face a fire. | Each dorm | Instruct by military officers |
| 16:15~ 16:30 | Gathering, roll call | While facing each situation (earthquake, fire), control the direction for evacuation. | Sports ground | Instruct by RA |
| 16:30 ~ 17:30 | Fire control training | To know how to evacuate and operate the equipment for fire control. | Sports ground | Officers of Tainan City Fire Department |

1. **Task allocation for each military officer:**

**Every military officer should instruct the dorm residents to the place where they belong by the drill guide above and maintain the order and safety.**

|  |  |  |
| --- | --- | --- |
| **Dorm** | **Dorm Manager** | **Military officers** |
| Dorm I | Ms. Chiu | Ms Chiu, Mr. Chang |
| Dorm III | Mr. Wu | Mr. Wu, Mr. Chin |
| Dorm VI | Mr. Hsu  Ms. Lee | Boys dorm: Mr. Hsu, Mr. Chen, Mr. Yang,  Mr. Lin  Girls dorm: Ms. Lee, Mr. Dai, Mr. Tsai, Mr. Tsai |
| Foreign Students | | Ms. Shih(Sunny) |
| Mr. Wang-supervise and direct the evacuation drill  Mr. Tsai-conduct the evacuation drill  Mr. Lo/Tsai-take charge of the residents gathering  Note: Every military officer should go to the right place 5 minutes early to assist and command the drill. Staffs from OIA assist the drill for foreign students. | | |

**STUST Student Dorm Evacuation Drill** –**Evacuation Position Map**

**Dorm I**

)

**Dorm III**

**Dorm VI, Girls**

**Dorm VI, Boys**

**Foreign students**

**Dorm VI front square**

**Dorm VI**

**Fire Extinguisher and Hydrant training area**

**Sports ground**

**side gate**

**H2**

**Dorm I**

**Basketball court**

**Skating rink**

**side gate**

**Building G**