

Curtin International Emergency Communication Plan

Life-threatening emergency

any sudden and critical situation that poses an immediate risk to safety and/or security that requires urgent medical or protective intervention to prevent severe harm or death.

Other Emergency Incidents

a situation or event that does not threaten life, safety, or property and does not require urgent or immediate response or intervention.

1

**Contact International SOS on
+61 2 9372 2468
or
Open the International SOS Application
and request assistance.**

Cite Membership No: 12AYCA656047.
Provide your name, location and situation,
and follow their instructions and advice.

IMPORTANT: Before contacting the police
due to any cause, check with International
SOS. Laws vary overseas, and you may put
yourself at risk.

1

**If you require assistance and your Host
Organisation is unable to help:
Contact International SOS on
+61 2 9372 2468
or
Open the International SOS Application
and request assistance.**

Cite Membership No: 12AYCA656047.
Provide your name, location and situation,
and follow their instructions and advice.

IMPORTANT: Before contacting the police
due to any cause, check with International
SOS. Laws vary overseas, and you may put
yourself at risk.

2

- Inform your Next of Kin
- Contact your Curtin Fieldwork Coordinator or Line Manager (as applicable)
- Inform your Host Organisation contact (as applicable)

If you are unable to reach your Curtin Fieldwork Coordinator or Line Manager (as applicable), contact Curtin Safer Communities Team, per the below number.

2

Within 24 hours, notify your Curtin Fieldwork Coordinator or Line Manager (as applicable) and inform your Host Organisation contact (as applicable).

3

The Fieldwork Coordinator or Line Manager (as applicable) notify the relevant Head of Area, Risk, Compliance and Audit team and Curtin Global International Compliance team.

If appropriate,
The Head of School notifies the Faculty,
Dean International.

3

If appropriate, the Curtin Fieldwork Coordinator or Line Manager (as applicable) informs the relevant Head of Area, Curtin Global International Compliance team and seeks advice from the Risk, Compliance and Audit team

Note: Even if the event or incident has been resolved, you must still contact your Curtin Fieldwork Coordinator or Line Manager (as applicable) to keep them informed. Please also report the incident online as soon as possible if it relates to a Health and Safety issue.

Other relevant contacts:



International SOS 24/7
+61 2 9372 2468 Membership No:
12AYCA656047



Curtin Safer Communities Team 24/7
+61 8 9266 4444