# **EMERGENCY NUMBERS**

Ambulance/Fire	112
Police	101
Internal emergency nr.	059/33 60 00 059/56 98 00 0491/96 60 83
Contact for people with limited mobility	059/33 60 00

## ADDRESS

InnovOcean Campus Jacobsenstraat 1 8400 Oostende

info@innovoceancampus.be Tel. 059/33 60 00

# ORGANIZATIONS INNOVOCEAN CAMPUS

Flanders Research Institute for Agriculture, Food and Fisheries – ILVO (Marine) Building Manager

Flanders Marine Institute – VLIZ

UNESCO/IOC Project Office for IODE

European Marine Board – EMB

European Marine Observation and Data Network – EMODnet

Provincie West-Vlaanderen -Streekhuis Kust & Erfgoedcel Kusterfgoed

InnovOcean

# INNOVOCEAN CAMPUS

#### Dear Visitor,

Welcome to the InnovOcean Campus.

We make every effort to ensure your safety during a visit. We therefore inform you of the visitor guidelines. This brochure also provides guidance on what do to in case of emergency. Please read this brochure carefully and ask your contact person or the reception desk if you have any questions.

We wish you a safe and pleasant visit!

## RULES OF CONDUCT

As a visitor, you must always check in with the reception staff upon arrival and departure.

After signing in, you must follow the instructions of the reception staff and/or the person accompanying you at all times.

The use of film and photo equipment in and around the building is not permitted without express permission.

Smoking is prohibited in the entire building, including the terraces.

It is not permitted to possess, use, or be under the influence of alcohol or drugs when entering the building and surrounding grounds.

For your and our safety, visible security cameras have been installed in certain areas.

The building was designed to meet the A++ label for accessibility. Ask for more information about this at the reception desk.

If you have limited mobility, please let the receptionist know and we will provide the necessary assistance.

### SAFETY INSTRUCTIONS

Visitors and temporary employees are always accompanied by an employee working at one of the organizations housed in InnovOcean.

On each floor near the elevators, evacuation plans and additional emergency information are posted.

In certain areas, additional safety equipment is mandatory (e.g., safety shoes, lab coat, safety goggles, helmet, etc.). Always mind the indicated pictograms and follow the instructions of your supervisor or the person accompanying you.

The building consists of different zones equipped with fire-resistant walls and doors. Certain doors will close automatically to contain a fire when the fire alarm is activated.

In the event of a fire or evacuation alarm, follow the instructions of your supervisor or contact person and go to the assembly point as quickly as possible via the evacuation routes provided (see general plan).



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Evacuation route

Emergency exit

Emergency staircase

Waiting area for people with limited mobility

Emergency telephone

## FACILITIES

Two parking zones are accessible via the Ankerstraat. Parking 1 has a number of visitor spaces, spaces with charging poles for electric vehicles (paying) and parking spaces for people with limited mobility. Parking 2 (90 places) is located 200m further on the Ankerstraat. Bicycle sheds can be found next to the building where electric bikes can be charged. Bicycle lockers for temporary use (e.g. for folding bike) are located at the entrance of the building. For more information contact the reception desk.

