

銘傳大學台北校區 109 年度「國家防災日」地震避難掩護演練

Ming Chuan University 2020-21 Academic Year

National Disaster Prevention Day

Earthquake Sheltering and Evacuation Drill on Taipei Campus

- 一、 演練時間：109 年 9 月 30 日(星期三)13 時 20 分，對所有上課中之教室及台北校區校內學生宿舍實施地震避難掩護演練。

Time: September 30, 2020 (Wednesday), 13:20. This drill aims for all university members in classrooms and dormitories to practice sheltering and evacuating during the drill period.

- 二、 演練對象：台北校區全體師生。

Drill Participants: All faculty members and students on Taipei Campus.

- 三、 演練重點：Drill Focus

(一) 實施 1 分鐘地震避難掩護動作（演練程序及注意事項如附件一）。

1 minute for implementation (Related procedures and notices are in Appendix 1 for reference).

(二) 演練結束後，請各班任課老師協助宣導防災疏散地點（台北校區災害防救疏散位置圖如附件二）。

After the drill is finished, faculty members are to assist in announcing the campus evacuation locations in class. (See Appendix 2: MCU Taipei Campus

Evacuation Locations as reference).

(三) 進行疏散避難，抵達安全疏散地點集合（台北校區災害防救疏散位置圖如附件二）。

Carry out evacuation process, and gather at evacuation locations. (See Appendix 2: MCU Taipei Campus Evacuation Locations, as reference).



地震避難 3 步驟(趴下 Drop、掩護 Cover、穩住 Hold on)



身心障礙者地震避難 3 步驟(固定 Lock、掩護 Cover、穩住 Hold on)

資料來源：內政部

Photo Credit: Ministry of the Interior

(海報內容描述) Poster Content Description:

地震避難 3 步驟

3 Earthquake Sheltering Steps

1. 趴下 2. 掩護 3. 穩住

1. Drop 2. Cover 3. Hold on

身心障礙者地震避難 3 步驟

3 Earthquake Sheltering Steps for People with Disabilities

1. 固定 2. 掩護 3. 穩住

1. Lock 2. Cover 3. Hold on

銘傳大學 109 年度國家防災日地震避難掩護演練程序及注意事項


Ming Chuan University 2020-21 Academic Year

National Disaster Prevention Day

Procedures and Notices for Earthquake Sheltering and Evacuation

Drill on Taipei Campus

步驟 No.	演練階段 劃分 Drill steps	演練時間 Time	師生應有作為 Faculty Members' and Students' Behavior	注意事項 Notices
一 1	地震發生前 Before Earthquake	9 月 30 日 13 時 20 分 59 秒前 Before 13:20:59 on September 30	依表定課程正常上課。 Follow schedule and continue class	1.完成廣播系統測試。 2.13：10 學務人員至各教室發地震避難掩護演練相關資料。(務必 13：15 前完成) 3.各班選定一名代表拍攝該班演練照片。(演練結束後學務人員會至各教室收地震避難掩護演練紀錄表) 1. Complete the broadcasting system testing. 2. At 13:10, Student Affairs Division staff should distribute related information of Earthquake Sheltering and Evacuation Drill. (Process completed before 13:15). 3. Representative in each class should assist taking pictures during the drill period. (Afterwards, Student Affairs Division staff will collect all the records of Earthquake Sheltering and Evacuation Drill.)
二 2	地震發生 (以廣播方式發布) During Earthquake (simulated through the broadcast)	9 月 30 日 13 時 21 分 September 30 13:21	師生立即就地避難掩護(立即執行趴下、掩護與穩住動作)。 All faculty members and students take shelter in place. (1. Drop 2. Cover	1. 廣播內容：「學務處報告，地震避難掩護演練開始，請所有師生立即就地避難掩護！」(2 次) Broadcast Content: This is an emergency broadcast from Student Affairs Division: The Earthquake Sheltering and Evacuation Drill is now beginning; all faculty members and students please take shelter in place. 2. 地震時請保持冷靜，立即就地避難。 Stay calm during the earthquake period and

			<p>3. Hold on)</p>	<p>take shelter in place.</p> <p>3. 確實保護頭部及身體，避難的地點優先選擇桌子下、柱子旁或水泥牆壁邊。 Make sure to protect your head and body; the recommended shelter locations are space under table, space next to pillar or next to concrete wall.</p> <p>4. 躲在桌下時，應以雙手緊握住桌腳。 Hands should hold table foot while sheltering under the table.</p> <p>5. 地震避難掩護三要領：趴下、找掩護、抓住桌腳，直到地震結束。 3 Earthquake Sheltering Steps: Drop, Cover, Hold on, and wait until the earthquake stops.</p>  <p>圖示來源:內政部 Graphic Image Courtesy of: Ministry of the Interior</p> <p>6. 請任課老師提醒及要求同學避難掩護動作要確實，不可講話及驚叫。 Faculty members, please remind all the students to take the accurate sheltering action; no talking or screaming during the drill period.</p>
<p>三 3</p>	<p>地震稍歇 (以廣播方式發布) Earthquake Pauses (simulated through the broadcast)</p>	<p>9月30日 13時22分 September 30 13:22</p>	<p>1. 各班任課老師請協助完成「地震避難掩護演練紀錄表」填報。 Faculty members should complete the form of Earthquake Sheltering and Evacuation</p>	<p>1. 以防災頭套、較輕的書包等具備緩衝保護功能的物品保護頭頸部。 Protect your head and neck with buffer materials such as disaster prevention hood or lightweight bag.</p> <p>2. 不推、不跑、不語，在避難引導人員引導下至安全疏散地點集合。 No talking, running, or pushing; move to a safe evacuation location under responsible staff's instruction.</p> <p>3. 廣播內容：「學務處報告，地震避難掩護演練結束，請各班完成防災宣導後，依表定課程正常上課。」(2次) Broadcast Content: This is a broadcast from</p>

			<p>Drill.</p> <p>2. 各班任課老師請協助宣導防災疏散地點 (請參閱演練資料)。</p> <p>Faculty members should assist in announcing campus evacuation locations in class. (See related drill information as reference).</p> <p>3. 宣導結束後，所有上課中教室及台北校區校內學生宿舍接續實施疏散演練，抵達安全疏散地點集合。</p> <p>After the announcement, students from all classrooms and Taipei Campus dormitories should continue to carry out evacuation process and gather at safe evacuation locations.</p> <p>4. 各班任課老師於疏散集合後5分鐘內完成人員清點及安</p>	<p>Student Affairs Division: The Earthquake Sheltering and Evacuation Drill is finished. All faculty members and students can return to their classrooms and continue classes as scheduled.</p> <p>4. 演練結束後，請各班確實填寫「地震避難掩護演練紀錄表」，交由各疏散地點學務人員 (或學務處軍訓室)收回。</p> <p>Each class should complete the forms of Earthquake Sheltering and Evacuation Drill and submit to Student Affairs Division (or Military Training Office).staff at each evacuation location.</p> <p>5. 台北校區防災疏散地點如下：</p> <p>Following are the evacuation locations on Taipei Campus:</p> <p>(1) 學生宿舍、室內運動場→室外運動場 Student Dormitory and Indoor Gymnasium →Outdoor Gymnasium</p> <p>(2) H樓→籃球場 H Building→Basketball Court</p> <p>(3) E樓4~7樓、I樓(逸仙堂)→籃球場 4th~7th floor of E Building and I Building (Sun Yat Sen Auditorium)→Basketball Court</p> <p>(4) F樓→便利商店前廣場 F Building→Open Area in Front of Convenience Store</p> <p>(5) 圖書館→便利商店前廣場及籃球場 Library→Open Area in Front of Convenience Store and Basketball Court</p> <p>(6) D樓、A樓→停車場及附近車道 D Building and A Building→Parking Lot and Driveway Nearby</p> <p>(7) B樓6~9樓(法學大樓)、E樓2~3樓→餐廳前廣場 6th Floor to 9th Floor of B Building (School of Law Building), 2nd Floor to 3rd floor of E Building→ Open Area in Front of Restaurant</p> <p>(8) B樓1~5樓(會計大樓)→車道、銘園 First Floor to 5th Floor of B Building (Accounting Building) → Driveway, Ming</p>
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			<p>全回報。</p> <p>Faculty member from each class should call the roll and complete a safety report within 5 minutes after gathering at evacuation location.</p> <p>5. 依學校課程排定，返回授課地點正常上課。</p> <p>Following course schedule on that day, go back to classroom and continue classes.</p>	<p>Garden</p> <p>6. 如遇雨天，請攜帶雨具，進行疏散演練。 Please bring rain gear with you on evacuation drill if it is a rainy day.</p> <p>7. 敬請佩戴口罩。謝謝!</p> <p>Please wear a surgical mask. Thank you!</p>
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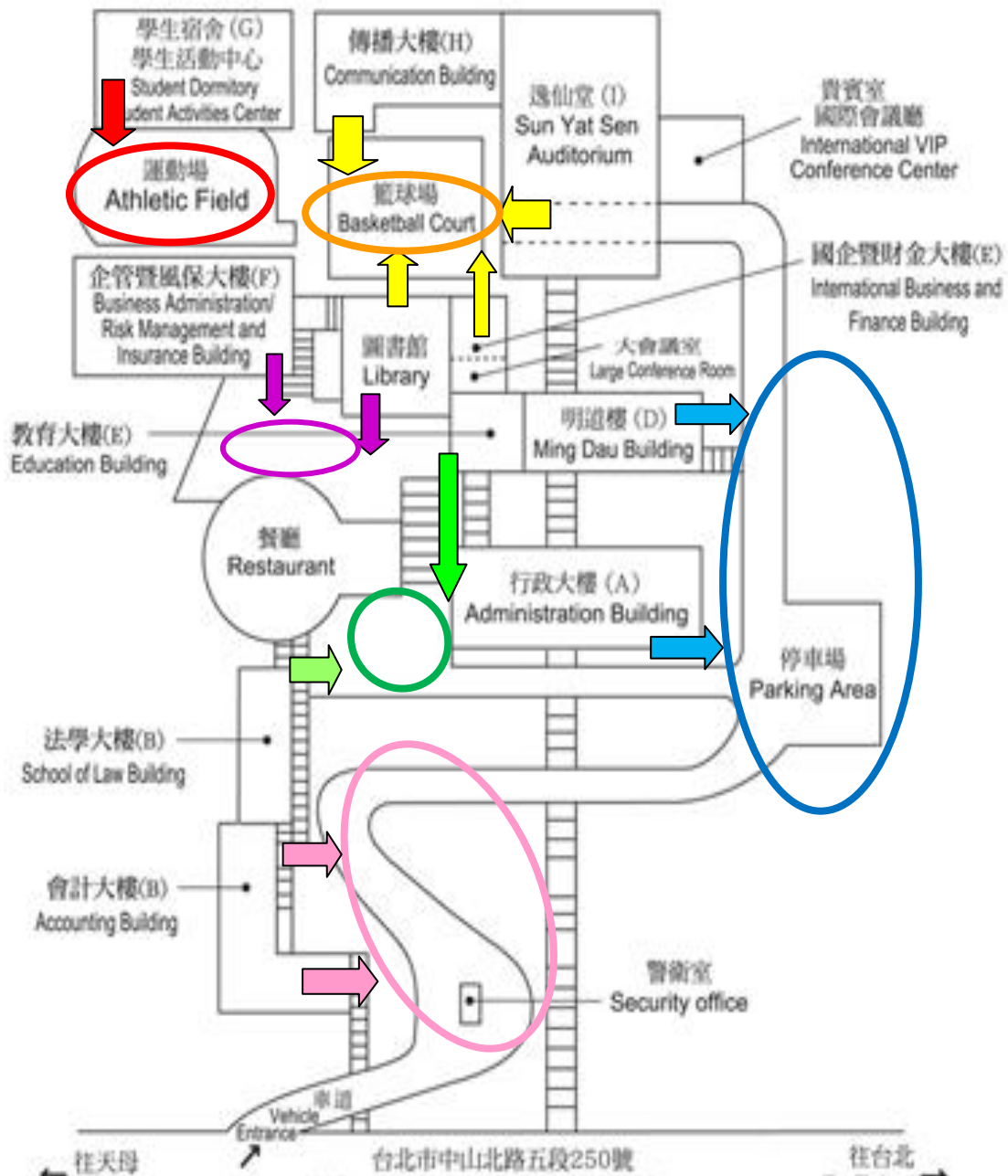
銘傳大學台北校區災害防救疏散位置圖

Ming Chuan University

Taipei Campus Evacuation Locations

Map

銘傳大學 台北校區平面圖
Ming Chuan University Taipei Campus Map



圖示說明：Map Description:

(1) 學生宿舍、室內運動場→室外運動場

Student Dormitory and Indoor Gymnasium →Outdoor Gymnasium

(2) H 樓→籃球場

H Building→Basketball Court

(3) E 樓 4~7 樓、I 樓(逸仙堂)→籃球場

4th~7th floor of E Building and I Building (Sun Yat Sen Auditorium)→Basketball Court

(4) F 樓→便利商店前廣場

F Building→Open Area in Front of Convenience Store

(5) 圖書館→便利商店前廣場及籃球場

Library→Open Area in Front of Convenience Store and Basketball Court

(6) D 樓、A 樓→停車場及附近車道

D Building and A Building→Parking Lot and Driveway Nearby

(7) B 樓 6~9 樓(法學大樓)、E 樓 2~3 樓→餐廳前廣場

6th Floor to 9th Floor of B Building (School of Law Building), 2nd ~3rd floor of E Building→
Open Area in Front of Restaurant

(8) B 樓 1~5 樓(會計大樓) →車道、銘園

First Floor to 5th Floor of B Building (Accounting Building) → Driveway, Ming Garden