



Institute for Computing, Information and Cognitive Systems (ICICS)

Health & Safety Orientation

ICICS Main Office
289 - 2366 Main Mall
Vancouver, V6T1Z4



Building & Lab Access

Building users require their UBC ID to enter the building after building hours (5:00pm-7:30am) on weekdays and on weekends & holidays. Access to labs and meeting rooms may require special permissions.

If you have a problem with access or require additional access, email:

- access@icics.ubc.ca for general use spaces
- your supervisor for research lab space



ICICS Amenities & Facilities

ICICS Head Office | 289

CS Head Office | 202

Showers | 052, 058 & X122

Bike storage room | 004

Kitchens | 148, 211, X434, X534, X860A

IT Help Desk | 103

HATCH Offices | Basement level

HATCH Makerspace | 061 (Authorized Access Only)





Floor Wardens & Emergency Directors

LVL	Name	Contact	Room
0	Dan Miner	604-827-5488	151B
0	Glen Lee	604-822-8754	133
0	Harish Gautam	604-822-1109	61
0	Demetre Christou	604-827-4215	289
1	Ed Chu/Bruno Mannella	604-822-8728	103
1	Joël Pittet	604-822-1440	121
1	Vivian Leung (with walkie talkie)	604-822-3264	137
1	Ming Lau (with walkie talkie)	604-822-6686	X151D
2	Josh Braun	604-822-9289	201
2	Ben Chen	604-822-2500	201B
2	Jessica Wrinskelle (with walkie talkie)	604-822-5237	201E
2	Fatima Damji/Gail Schmidt (backup)	604-822-6601	289
3	Arynn Keane / Tiffany Reeve (backup)	604-827-6364	
X0	Tim Li (with walkie talkie)	604-827-5239	143
X0	Patrick Lai	604-822-4183	151C
X1	Sean Godel	604-822-4230	131
X7	Abibat Akande		X7

Building Emergency Directors	Contact	Room
Emergency Director: Vivian Leung	604-822-3264	137
Assistant Emergency Director: Ming Lau	604-822-6686	X151D
Alternate Emergency Director: Demetre Christou	604-827-4215	289

All accidents / incidents must be immediately reported to the responsible supervisor and the Emergency Director (emergency-director@cs.ubc.ca)

Floor Wardens are responsible for ensuring the safety of their assigned floor during an emergency by directing people to exits, assisting those with mobility challenges, and reporting the status of the evacuation

The **Building Emergency Director** is responsible for updating the Building Emergency Response Plan (BERP), collaborating with floor wardens, organizing fire drills, and ensuring adequate training and resources for building evacuations, as well as maintaining records.





Who You Gonna Call?

Know the following numbers in case of emergency

Emergency	When to Call	Number
Fire-Police-Ambulance	Fire, medical emergencies, crimes, suspicious activity hazardous spills	9-1-1
First Aid	Medical emergencies, accidents resulting in injury	604-822-4444
Campus Security	If you feel unsafe, notice suspicious activity, or security concerns	604-822-2222
ICICS Facilities Manager	Reporting hazards, incidents and accidents (<i>call 911 first</i>)	604-827-4215





Important Links

Know the following numbers in case of emergency

Information Source	Link
Building Emergency Response Plan	https://icics2017.sites.olt.ubc.ca/files/2025/03/Building-Emergency-Response-Plan-ICICS-2025-1.pdf
Mandatory Training for UBC Workers	https://srs.ubc.ca/training/required-training-for-all-ubc-workers/
UBC Safety App	https://srs.ubc.ca/health-safety/ubc-safe-vancouver-app/
Information Source for Emergencies	www.ubc.ca https://twitter.com/UBC
UBC Emergency Preparedness	https://srs.ubc.ca/health-safety/emergency/emergency-preparedness/
Physical and Mental Resources	https://students.ubc.ca/health





Join the Local Safety Team

As a new member of ICICS, we would like to welcome you to join our Local Safety Team (LST). We meet once monthly to discuss potential hazards, incidents, and share ideas on how to improve safety within our facilities and community.

Please contact: Demetre Christou, Facilities Manager for more information
demetre@icics.ubc.ca





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Demetre Christou | Facilities Manager
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