

CTLM Building Emergency Evacuation Plan

1650 Arapahoe Street, Golden, CO 80401

Evacuation Procedure - Building alarm

Instructors stop class and direct students to evacuate building

Take belongings if immediately at hand

Encourage others to leave, close doors behind you

Follow exit signs and leave the building by the nearest exit

Do not use elevators

Move away from the building

Assembly areas are :

W end of Marquez Hall

(Bad Weather: Inside Marquez Lobby)

Do not re-enter the building until told it is okay by a Building Evacuation Team member (RED VEST).

Do not interfere with the Fire Department, direct questions to a Building Evacuation Team member who is wearing a red vest.

CTLM alarm:

Audible Alert: : repeating 3-pulsed tone with pre-recorded voice message.

Visible Alert: white strobes located throughout the building

If you discover a fire:

Alert people in the area of the need to evacuate

Activate the nearest fire alarm pull station (by exits)

Call 911 from a safe location and give the operator any details

Once outside find a Building Evacuation Team member, the Fire Department will want to talk to you

