

# Elm Hall Emergency Evacuation Plan

## Plan Ahead

Learn the location of Elm Hall's exits, not just the door you usually come in.

Know the location of the nearest **fire alarm pull station**.

## Evacuation Procedure during a Building Alarm or Notification

**Take essential belongings (keys, wallet, phone) 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.**

**Evacuation location for Elm Hall is the south end of the B Parking Lot.** ★

**Do not re-enter the building** until told it is okay.

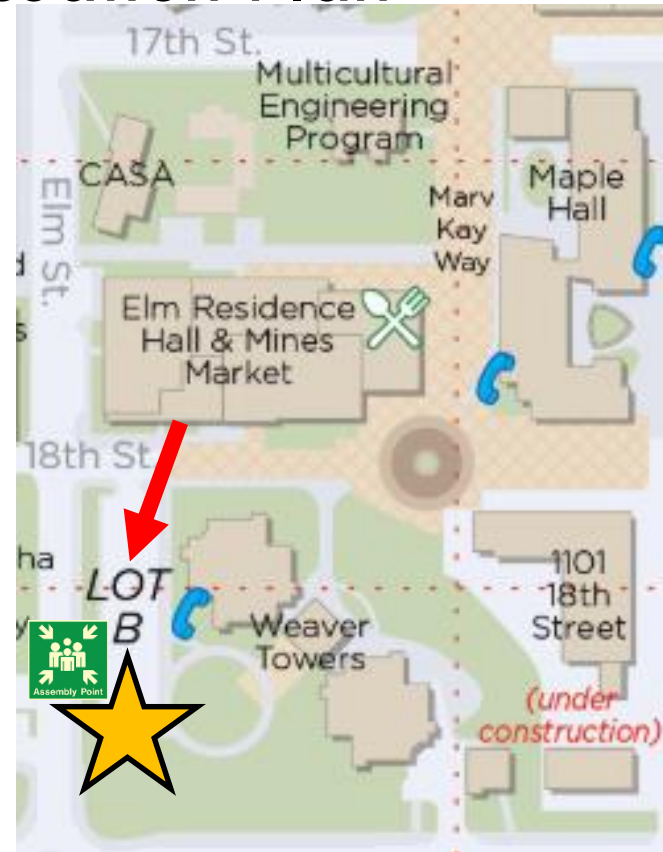
**Do not interfere with the Fire Department.**

Look for someone wearing a red Building Evacuation Team vest if you have questions.

## Elm Hall is Equipped with Alarms:

**Audible Alert:** repeating pulsed tone.

**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 (typically by exits).

**Call 911** from a safe location and give the operator all details.

**Once outside find a Public Safety Officer or a Fire Department member**, the Fire Department will want to talk to you.