



Building Evacuation

All building evacuations will occur when an alarm sounds continuously and/or upon notification by emergency personnel. Always know more than one way out of a building and be prepared to use alternate exit routes.

When the building evacuation alarm is sounded or when told to leave by a designated emergency official, walk quickly to the nearest marked exit and ask others to do the same. Make note of the nearest, and all, emergency egress points and proceed safely from the affected area.

Do not use elevators during an emergency evacuation.

Once outside, move clear of the building, allowing others to exit. Reassemble a safe distance away from the building to account for all people from affected area.

Do not return to an evacuated building until advised to do so by emergency personnel.

Be aware of people with disabilities in your area who might require assistance in an emergency