

## Evacuation

- ✓ Become familiar with your surroundings. Locate closest exits and map out nearest exit route.
- ✓ Remain calm. Follow emergency guidelines and directions given by emergency personnel.
- ✓ If the alarm is activated, go to the nearest stairwell or exit door and leave the building immediately.
- ✓ Assist disabled persons out of the building. In the event a person with a disability cannot be immediately evacuated from the building, he/she should be directed to the nearest stairwell to await the arrival of emergency personnel. Campus Police and/or other emergency personnel must be notified upon arrival, identifying the location of the individual.
- ✓ Once outside, proceed to a clear area that is at least 200 feet away from the affected building(s). Keep streets, fire lanes, hydrant areas, and walkways clear for emergency vehicles and personnel.
- ✓ DO NOT re-enter the building unless directed to by emergency response personnel.
- ✓ TAKE YOUR PERSONAL BELONGINGS. You may not be allowed to re-enter the evacuated area for an extended period of time.