

Evacuation

An evacuation may be enforced when a location is at risk or unsafe for normal operations. Everyone on campus will be notified of an evacuation through Eagle Alert and/or a fire alarm.

Actions:

- Plan an evacuation before an emergency; be aware of rally points.
- Calmly make your way to the nearest exit.
- Take your belongings if readily accessible.
- Be prepared to take an alternate route in case of unexpected blockage or hazards.
- Try to remain with your class or group as you evacuate.
- Avoid using elevators, if possible.
- Do not activate a fire alarm unless there is an actual fire.
- If you are unable to evacuate, notify campus police.
- Proceed to the rally point.
 - It will be an outside area at least 500' from the building unless specified otherwise in Appendix A.
- Once at the rally point
 - Determine if everyone made it out safely.
 - Report any important details (anyone missing, injuries, hazards) to campus police.
 - Stay clear of emergency personnel and vehicles.
- Remain at the rally point until instructed by emergency personnel.
- Do not re-enter the building unless instructed by authorities.