**INFORMATION**

In the event of a bomb threat or other emergency situation that requires you to evacuate the building, primary and alternate assemble areas have been established. You are advised to report to the pre-determined assembly area for information and accountability purposes.

Stay at least 300 feet away from danger and have a secondary path to safety.

ASSUME ALL ALARMS ARE REAL. NEVER RE-ENTER THE BUILDING UNTIL THE "ALL CLEAR" HAS BEEN GIVEN BY BUILDING PERSONNEL.

**NOTIFICATIONS**

<table>
<thead>
<tr>
<th>WHOOP</th>
<th>ALARM SOUNDS LIKE</th>
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</thead>
<tbody>
<tr>
<td>FLASHING STROBE</td>
<td>ALARM LOOKS LIKE</td>
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</tbody>
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911  
FIRE DEPARTMENT & POLICE

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1) ALERT OTHERS CALMLY BUT FIRMLY TO EVACUATE THE FLOOR IMMEDIATELY
2) DIRECT OTHERS AWAY FROM DANGER AND ACTIVATE FIRE ALARM
3) CLOSE (DO NOT LOCK) DOORS AS YOU EVACUATE TO CONTAIN SMOKE AND FIRE
4) EVACUATE IMMEDIATELY AND CALL 911
5) MOVE QUICKLY AND CALMLY (DO NOT RUN) TO YOUR DESIGNATED SAFE REFUGE AREA