

EVACUATION

Some emergencies may necessitate the evacuation of a building, certain areas of campus, or the entire campus.

BUILDING EVACUATION

In the event that you are required to evacuate your building:

- Alert other occupants in the immediate area who may not be aware of the emergency and evacuate using the nearest exit.
- DO NOT USE THE ELEVATORS.
- Do not return for personal items.
- Move to your building evacuation assembly point, found on the Emergency Action Plans posted in the building.
- Call University Police to ensure that they are aware of the emergency and to advise them on any known conditions (i.e. location of the fire, occupants in the stairwells)
- Gather with your class, office staff, and/or department.
- Conduct a role call to determine who is unaccounted for and advise the first responders if someone is missing.
- Do not re-enter until the “all clear” is given by University Police or the fire department.

CAMPUS EVACUATION

Certain emergencies may affect multiple buildings or a specific area of campus. If this should occur, the persons in the hazard area will be evacuated to a predetermined site. This site is different than your building’s specific evacuation assembly point. Emergency personnel will direct you to this predetermined site. Further instruction will be given at the predetermined site.

OCCUPANTS WITH DISABILITIES

Mobility Impairment

- If you are unable to evacuate via the stairs, move to the nearest Area of Rescue Assistance (ARA), as listed on the Emergency Action Plans posted in the building.
- Activate the ARA button to alert incoming responders of your location.
- If the building is not equipped with an ARA, move to the nearest stairwell.
- Use a cell phone to contact University Police (814) 732-2911 to advise them of your location and condition or notify an existing occupant to advise the University Police on their arrival. If you do not have a cell phone advise someone that is evacuating to notify the first responders for you.

- Do not leave the stairwell. The fire department will evacuate you if it is deemed necessary.
- In the event that immediate evacuation is necessary, it is helpful to ask the person with a disability how it would be best to effect the evacuation. Some persons may need to be carried while others may need some assistance walking. In any event, this should be a last resort and used only when an immediate threat is determined to be present.
- If you have questions regarding your specific disability and emergency preparedness, please contact Safety & Risk Management at (814) 732-2709. For more comprehensive information, published by the National Fire Protection Association, see Emergency Evacuation Planning Guide for People with Disabilities.

Visual Impairment

- In the event of an evacuation emergency, tell the person with vision loss the nature of the emergency and offer to guide him or her to the nearest emergency exit. Have the person take your elbow as you offer to escort him or her out of the building. As you walk, tell the individual where you are and advise of any obstacles (stairs, doors, etc.). When you reach safety, orient the person to their surroundings and ask if any further assistance is needed.
- If you have questions regarding your specific disability and emergency preparedness, please contact Safety & Risk Management at (814) 732-2709. For more comprehensive information, published by the National Fire Protection Association, see Emergency Evacuation Planning Guide for People with Disabilities.

Hearing Impairment

- If a building is not equipped with visual fire alarms (strobes), some individuals may not hear the fire alarm and will need to be alerted to the situation by gestures or by turning the light switch on and off.
- You can give directions by verbalizing, mouthing, or by a short, explicit note. Example: "Fire alarm—go out the south exit —now!"
- If you have questions regarding your specific disability and emergency preparedness, please contact Safety & Risk Management at (814) 732-2709. For more comprehensive information, published by the National Fire Protection Association, see Emergency Evacuation Planning Guide for People with Disabilities.