WHAT TO DO IN CASE OF........

Pre-Emergency:
- Know fire evacuation routes
- Know exterior designated meeting location
- Know the number of rooms to your right and left to the emergency exits

During the Emergency:
Upon hearing the alarm............
- Feel the top of the door with the back of your hand for heat
- If not hot, open the door slowly and stay low on your way to the exit.
- Count the number of doors on your way and alert those who may still be in their rooms.
- Never re-enter once you exit the building.

** If your door feels hot, do NOT open it!!
- Place towels under the door - if possible, wet towels
- Call 511 (on campus) or 911 (non-University phone) and give the exact location of your building, floor, room number and the number of people with you.
- Wave a white towel from the window to signal attention.
- If light smoke exists in your room, open window 6” from the top and bottom and breathe from the bottom portion.
- Do NOT break glass. Fire and smoke from below may enter.

REMEMBER:
- Know your evacuation route
- Keep a clear path to the exits
- Know the location of the fire alarm
- Know the location of fire extinguishers
- Extension cords are for temporary power only and should not be used all the time.
- Knock on doors as you exit the building
- Remain calm and activate the fire alarm as you exit the building. Call 511 or 911 if you have a phone.
- NEVER re-enter the structure once you have evacuated.