



# EMERGENCY PROCEDURES

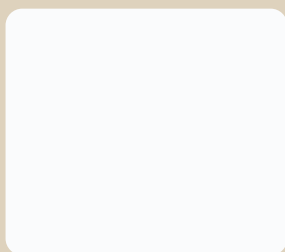
University of California, Berkeley

## EVACUATION INFORMATION

- Remain calm, follow emergency guidelines and directions given by emergency personnel.
- Offer assistance to disabled individuals and others.
- If the building must be vacated, go to the Emergency Assembly Area (EAA).
- Be sure everyone is accounted for at the EAA.

## EMERGENCY ASSEMBLY AREA

● FOR THIS BUILDING



## EARTHQUAKE

- Take **COVER** under a sturdy desk or table. Avoid windows, hanging objects and tall furniture.
- **HOLD** the position until the ground stops shaking, then evacuate the building.
- **DO NOT** re-enter your building until it has been inspected.
- Assemble at the building Emergency Assembly Area noted below.

## POWER OUTAGE

- For information about a prolonged outage, tune to KALX, 90.7 FM.
- Help co-workers in darkened areas move to safe locations.
- Unplug personal computers.
- Take personal belongings if instructed to leave the building.
- Secure any hazardous materials or equipment before leaving.

## FIRE

- Notify the fire department: 9-1-1 from any phone.
- Evacuate the building; move away from fire and smoke.
- Use stairs only, not elevators.
- Feel closed doors with the back of your hand. Do not open if doors are hot.
- Pull fire alarm as you leave the building.
- Move well away from the building when evacuating.

## HAZARDOUS MATERIALS RELEASE

- Move away from the site of the hazard to a safe location.
- Follow the instructions of emergency personnel.
- Alert others to keep clear of the area.
- Notify emergency personnel if you have been exposed or have information about the release.

## BOMB THREAT/EXPLOSION

### BOMB THREAT:

- Check work areas for unfamiliar items. Do not touch suspicious items.
- Take personal belongings if instructed to leave.
- Leave doors and windows open.

### EXPLOSION:

- Take cover under sturdy furniture, or leave the building as directed by emergency personnel.
- Stay away from windows.
- Move to a safe location.



Scheduled siren testing:  
1<sup>st</sup> Wednesday of the month at noon

## WHEN YOU HEAR CAMPUS WARNING SIRENS

### 1 SHELTER

- Go inside

### 2 SHUT

- Shut all doors and windows

### 3 LISTEN

- Call 1 (800) 705-9998 or
- Point your Web browser to [emergency.berkeley.edu](http://emergency.berkeley.edu) or
- Tune to KALX 90.7 FM