

CRISIS RESPONSE INITIAL ACTIONS

Duck and Cover

- If inside, duck under furniture, cover head with hands and arms.
- If outside, drop to the ground, place head between knees and cover with hands and arms.
- Move to a sheltered place when possible, but avoid areas where falling objects may harm you.

Shelter In Place

- If inside, remain until further instructions are given.
- If outside, proceed to nearest building and await further instructions.
- If directed, shut down air heating/cooling system and close doors and windows to protect from outside air.

Lock Down

- If outside, proceed to the nearest building.
- If inside, lock doors and close window shades if possible. Take duck and cover action unless advised otherwise.
- Remain in secured room pending further instructions from site officials or police.

Evacuate Building

- Immediately evacuate the building and go to designated evacuation assembly area.
- Attendance will be taken once everyone has safely evacuated.
- Remain in the evacuation assembly area until "ALL CLEAR" or further instructions are given.

