

Emergency Evacuation Procedures

Matthews Hall Annex

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Severe Weather

In the event of severe weather, all building occupants should immediately seek shelter in the designated shelter-in-place area in the building. If unable to safely move to the designated shelter-in-place area, seek shelter in a windowless interior room or hallway on the lowest floor of the building.

All staff and others shall proceed to the main tunnel of Matthews Annex.

Bomb Threat/Fire

In the event of a bomb threat or fire in the building, all building occupants should immediately evacuate the building using the nearest exit. Once outside, proceed to the designated assembly area. If unable to safely move to the designated assembly area, contact one or more members of your department or unit to let them know you are safe and inform them of your whereabouts.

Persons with mobility impairments who are unable to safely exit the building should move to a designated area of refuge and await assistance from emergency responders.

All exits are clearly marked and all staff and others will immediately evacuate the building and proceed to parking lot 50 north of the Parking Garage.

Building Evacuation Maps


[Print Full Size Map](#)


MATTHEWS HALL ANNEX


BUILDING # 0137
03-2007

Exterior Gross Area
7206

Safety Legend


 Areas of Refuge

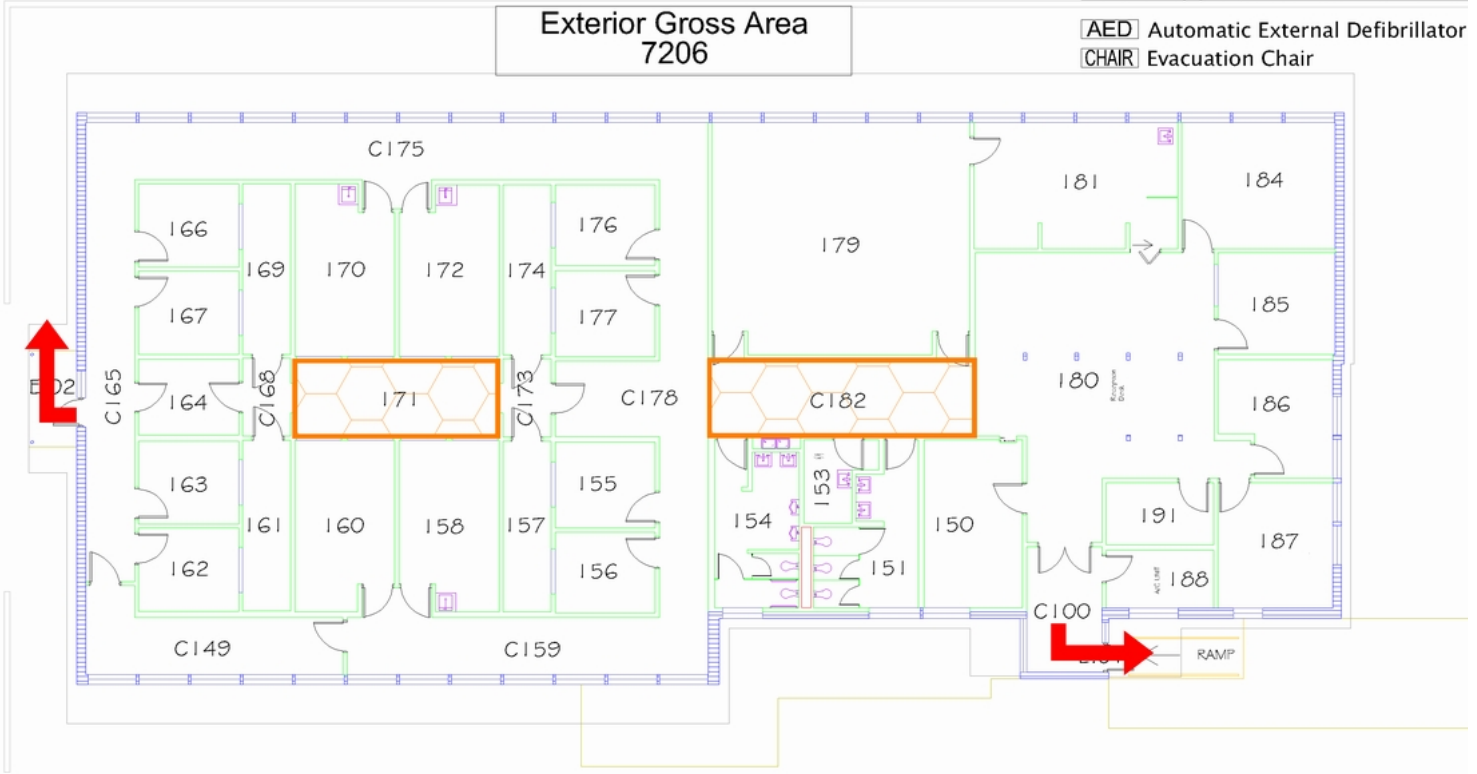
 Tornado Shelter Areas

 Exit/Evacuation Routes

In case of fire, do not use elevator

 AED Automatic External Defibrillator

 CHAIR Evacuation Chair



 N **FIRST FLOOR PLAN**

