Tampering with fire safety signs will result in disciplinary action.

**EVACUATION INFORMATION**

- **Earthquake**
  - Drop, Cover, Hold under a table or desk or against an inside wall—until the shaking stops.
  - After the shaking stops, check yourself and others for injuries and cautiously evacuate the building.
  - Go to your department or building predetermined Evacuation Assembly Point (EAP).
  - Do not leave the area/campus without reporting your status to someone in charge.

- **Power Outage**
  - Remain calm; provide assistance to others if necessary.
  - Move cautiously to a lighted area. Exits may be indicated by lighted signs if the emergency power is operating.
  - Turn off and unplug voltage sensitive equipment.
  - For information about a prolonged outage, tune to radio KIRO 710 AM and/or call UW 206-547-INFO.

- **Hazardous Materials Release**
  - If an emergency or if anyone in danger, call 9-911.
  - Move away from the site of the hazard to a safe location.
  - Follow the instructions of emergency personnel.
  - Alert others to stay clear of the area.
  - Notify emergency personnel if you have been exposed or have information about the release.

- **Suspicious Object**
  - Do not touch or disturb the object.
  - Call 9-911.

- **Suspicious Person**
  - Do not physically confront the person.
  - Do not let anyone into a locked building/office.
  - Do not block the person’s access to an exit.
  - Call 9-911 (Provide as much information as possible about the person and their direction of travel).

**YOUR ROOM**

- **Evacuate the building using the nearest available exit. Do not use elevators!**
- **Take personal belongings (keys, purses, wallets, etc.)**
- **Secure any hazardous materials or equipment before leaving.**
- **Follow directions given by residential staff.**
- **Go to Evacuation Assembly Point (EAP) designated in this building’s evacuation plan and on building emergency evacuation signs.**
- **Assist persons with disabilities.**

**IN THE EVENT OF FIRE**

- **Exit the building to grade.**
- **Do not wedge or prop open fire exit doors.**
- **Report all fires even if you assume they are extinguished.**
- **Always take your key and close your door when you leave your room.**

- **If the door is hot, remain in your room.**
  - Seal cracks around doors and vents with towels or clothing.
  - Report the fire by dialing 9-911.
  - If there is no smoke outside your window, hang a sheet or light-colored cloth out the window to alert rescue personnel that you are in the room waiting for help.
  - If there is smoke outside your window, make yourself visible to firefighters by waving a light-colored object while standing at the window.
  - If smoke enters your room, close the window and tie a folded cloth over your nose and mouth.

- **If the door is cool, slowly open the door, take your room key, close the door and:**
  - Walk, crawl if the hall is smoky, to the closest exit and proceed to the street.
  - Report the fire by dialing 9-911.

- **If exiting down is not safe, return to your room and follow the procedures for a hot door.**