

**The following instructions apply to evacuation of SPECIFIC campus buildings**

<p>Corinne Hall Towers</p>	<ul style="list-style-type: none"> <li>• When fire alarm sounds, an audible alarm will sound throughout the entire building. DO NOT EVACUATE immediately.</li> <li>• Occupants should listen carefully for verbal, spoken instructions via the emergency communication device. The instructions will notify all occupants if they are to evacuate the building.</li> <li>• In the event of evacuation, walk to the nearest stairwell.</li> <li>• DO NOT USE ELEVATOR.</li> <li>• When leaving, do not stop to gather personal belongings other than key and immediate essentials.</li> <li>• Close door.</li> <li>• When descending stairs, use the handrail and stay on the right-hand side in order to allow passage on the left-hand side for the fire department.</li> <li>• Move quickly to Larned Hall deck. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
<p>MCCARTHY CENTER</p>	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest stairwell.</li> <li>• DO NOT USE ELEVATOR.</li> <li>• When leaving your office, take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail and stay on the right-hand side in order to allow passage on the left-hand side for the fire department.</li> <li>• Move quickly to the grassy area in front of Crocker or to the rear parking lot. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
<p>CROCKER HALL</p>	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest side staircases. Center staircases do not exit to outside.</li> <li>• When leaving your office, take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail and stay on the right-hand side in order to allow passage on the left-hand side for the fire department.</li> <li>• Move quickly to Crocker Grove. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> </ul>

	<ul style="list-style-type: none"> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
HEMENWAY HALL	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest stairwell.</li> <li>• If fire or emergency is in hallway, the rear doors of classrooms and laboratories shall be used to allow passage to a different stairwell.</li> <li>• DO NOT USE ELEVATOR.</li> <li>• When leaving an office, take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• When leaving a classroom, take your belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail and stay on the right-hand side in order to allow passage on the left-hand side for the fire department.</li> <li>• Move quickly to either Crocker Grove or Larned patio. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
HORACE MANN	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest side staircases. Center staircases do not exit to outside.</li> <li>• When leaving your office, take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail and stay on the right-hand side in order to allow passage on the left-hand side for the fire department.</li> <li>• Move quickly to Crocker Grove. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
LARNED HALL	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest stairwell.</li> <li>• DO NOT USE ELEVATOR.</li> <li>• When leaving, do not stop to gather personal belongings, other than key and immediate essentials.</li> <li>• Close door.</li> <li>• When descending stairs, use the handrail and stay on the right-hand side in order to allow passage on the left-hand side for the fire department.</li> <li>• Move quickly to either of the sidewalks leading to the Library.</li> </ul>

	<p>Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</p> <ul style="list-style-type: none"> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
LINSLEY HALL	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest stairwell.</li> <li>• DO NOT USE ELEVATOR.</li> <li>• When leaving, do not stop to gather personal belongings, other than key and immediate essentials.</li> <li>• Close door.</li> <li>• When descending stairs, use the handrail and stay on the right-hand side in order to allow passage on the left-hand side for the fire department.</li> <li>• Move quickly across Adams Road. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
NORTH HALL	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest stairwell.</li> <li>• DO NOT USE ELEVATOR.</li> <li>• When leaving, do not stop to gather personal belongings, other than key and immediate essentials.</li> <li>• Close, but do not lock door.</li> <li>• When descending stairs, use the handrail and stay on the right-hand side in order to allow passage on the left-hand side for the fire department.</li> <li>• Move quickly to the open space out front of North Hall. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
MAY HALL	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest stairwell.</li> <li>• Exit is on first floor, not at Ground level.</li> <li>• DO NOT USE ELEVATOR.</li> <li>• When leaving an office, take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• When leaving a classroom, take your belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail and stay on the right-hand side in order to allow passage on the left-hand side for the fire department.</li> <li>• Move quickly to the grassy area in front of May Hall. Keep streets, fire lines, hydrant areas, and walkways clear for emergency</li> </ul>

	<p>vehicles and personnel.</p> <ul style="list-style-type: none"> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department</li> </ul>
O'CONNOR HALL	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest stairwell.</li> <li>• When leaving your office, take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail and stay on the right hand side in order to allow passage on the left-hand side for the fire department.</li> <li>• Move quickly to Crocker Grove. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
PIERCE ANNEX	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest side staircases. Center staircases do not exit to outside.</li> <li>• When leaving your office, take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail and stay on the right-hand side in order to allow passage on the left-hand side for the fire department.</li> <li>• Move quickly to Crocker Grove. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department</li> </ul>
PIERCE HALL	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest side staircases. Center staircases do not exit to outside.</li> <li>• When leaving your office, take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail and stay on the right-hand side in order to allow passage on the left-hand side for the fire department.</li> <li>• Move quickly to Crocker Grove. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department</li> </ul>

<p>WHITTEMORE LIBRARY</p>	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest stairwell.</li> <li>• If fire or emergency is in hallway, the rear doors of classrooms and offices shall be used to allow passage to a different stairwell.</li> <li>• DO NOT USE ELEVATOR.</li> <li>• When leaving an office, take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• When leaving a classroom, take your belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail and stay on the right-hand side in order to allow passage on the left-hand side for the fire department.</li> <li>• Move quickly to the grassy area in front of Library. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
<p>DWIGHT HALL</p>	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest stairwell.</li> <li>• DO NOT USE ELEVATOR.</li> <li>• When leaving an office, take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• When leaving a classroom, take your belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail and stay on the right-hand side in order to allow passage on the left-hand side for the fire department.</li> <li>• Move quickly to Crocker Grove. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
<p>ATHLETIC FACILITY</p>	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest stairwell.</li> <li>• DO NOT USE ELEVATOR.</li> <li>• When leaving, take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail and stay on the right-hand side in order to allow passage on the left-hand side for the fire department.</li> <li>• Move quickly to Crocker Grove. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>

<p>ECUMENICAL CENTER</p>	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest exit.</li> <li>• Take your personal belongings.</li> <li>• Move quickly to Church Street parking lot.</li> <li>• Keep streets, fire lanes, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
<p>FOSTER HALL</p>	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest exit.</li> <li>• Take your personal belongings.</li> <li>• Move quickly to McCarthy Center deck.</li> <li>• Keep streets, fire lanes, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
<p>FACILITIES HOUSE</p>	<ul style="list-style-type: none"> <li>• When an emergency is declared, walk to nearest exit.</li> <li>• When leaving an office, take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail.</li> <li>• Move quickly to the parking area by the Ecumenical Center</li> <li>• Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
<p>ADVANCEMENT HOUSE</p>	<ul style="list-style-type: none"> <li>• When an emergency is declared, walk to nearest exit.</li> <li>• When leaving an office, take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail.</li> <li>• Move quickly to the end of Adams Road.</li> <li>• Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
<p>COMMUNITY EDUCATION CENTER (Jonathan Maynard Building)</p>	<ul style="list-style-type: none"> <li>• When fire alarm sounds, immediately walk to nearest side staircases.</li> <li>• When leaving office or classroom, take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail and stay on the right-hand</li> </ul>

	<p>side in order to allow passage on the left-hand side for the fire department.</p> <ul style="list-style-type: none"> <li>• Move quickly to the rear of the parking lot. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
<p>HONORS HOUSE</p>	<ul style="list-style-type: none"> <li>• When fire alarm sounds, walk to nearest exit.</li> <li>• When leaving an office, take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail.</li> <li>• Move quickly to the grassy area behind North Hall.</li> <li>• Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department</li> </ul>
<p>WELCOME CENTER</p>	<ul style="list-style-type: none"> <li>• When fire alarm sounds, walk to nearest exit.</li> <li>• When leaving an office, take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail.</li> <li>• Move quickly to the rear parking area.</li> <li>• Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
<p>PRESIDENT'S RESIDENCE</p>	<ul style="list-style-type: none"> <li>• When an emergency is declared, walk to nearest exit.</li> <li>• Take only your wallets and handbags. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail.</li> <li>• Move quickly to the Advancement Office, 43 Adams Rd.</li> <li>• Keep the streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>

<p>550 UNION AVENUE</p>	<ul style="list-style-type: none"> <li>• When an emergency is declared or water gong tolls, walk to nearest exit.</li> <li>• Take only your wallets. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail.</li> <li>• Move quickly to the rear of the parking lot.</li> <li>• Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
<p>POWER/BOILER PLANT</p>	<ul style="list-style-type: none"> <li>• When fire alarms sounds, ALL EXCEPT OPERATOR ON DUTY will walk to nearest exit.</li> <li>• Gather outside at bottom of stairway leading to Dwight Hall.</li> <li>• OPERATOR ON DUTY WILL REMAIN IN PLACE AND CONTINUE OPERATIONS UNLESS IMMEDIATE THREAT OF DANGER.</li> <li>• IN THE EVENT OF IMMEDIATE THREAT, OPERATOR WILL ENGAGE THE EMERGENCY ALL-STOP BUTTON TO SHUT DOWN ALL BOILER PLANT OPERATIONS as completely as possible if able to do so, personal safety is first priority.</li> <li>• Do not stop to gather other personal belongings.</li> <li>• When descending stairs, use the handrail.</li> <li>• Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
<p>23 SALEM END ROAD</p>	<ul style="list-style-type: none"> <li>• When an emergency is declared, walk to nearest exit.</li> <li>• When leaving an office, take only your wallets and handbags, and keys. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail.</li> <li>• Move quickly away from the building. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
<p>9 MAYHEW STREET</p>	<ul style="list-style-type: none"> <li>• When an emergency is declared or fire alarm sounds, walk to nearest exit</li> <li>• When leaving an office, take only your wallets and handbags, and keys. Do not stop to gather other personal belongings.</li> </ul>

	<ul style="list-style-type: none"> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail.</li> <li>• Move quickly away from the building. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
860 WORCESTER ROAD	<ul style="list-style-type: none"> <li>• When an emergency is declared or fire alarm sounds, walk to nearest exit.</li> <li>• DO NOT USE ELEVATOR.</li> <li>• When leaving an office, take only your wallets and handbags, and keys. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail and stay on the right-hand side in order to allow passage on the left-hand side for the fire department.</li> <li>• Move quickly away from the building. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police.</li> </ul>
1812 HOUSE	<ul style="list-style-type: none"> <li>• When an emergency is declared or fire alarm sounds, walk to nearest exit.</li> <li>• When leaving an office, take only your wallets and handbags, and keys. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• When descending stairs, use the handrail.</li> <li>• Move quickly away from the building. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of the University Police Department.</li> </ul>
2 CHURCH STREET EARLY EDUCATION CENTER	<ul style="list-style-type: none"> <li>• When an emergency is declared or alarm sounds, walk to nearest exit. There are plans to follow inside the building.</li> <li>• When leaving, take only your wallets and handbags, and keys. Do not stop to gather other personal belongings.</li> <li>• Close, but do not lock doors.</li> <li>• Move quickly away from the building. Keep streets, fire lines, hydrant areas, and walkways clear for emergency vehicles and personnel.</li> <li>• Only re-enter building when told to do so by a uniformed officer of</li> </ul>

	the University Police Department.
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