

The Department of Public Safety
and
Transportation
Thanks you for your cooperation

Evacuation Procedures

- Evacuate buildings using the nearest exit (or alternate exit if nearest exit is blocked or unsafe to use).
- Do not use elevators!
- Secure any hazardous materials or equipment before leaving.
- Provide assistance to persons with disabilities or having special needs.
- Evacuate at least 100 feet from buildings.
- Buildings managers will account for all personnel.
- Designate an *evacuation assembly point* (EAP) .



Oakwood University
Department of
Public Safety
and
Transportation

7000 Adventist Blvd
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Oakwood
University

DEPARTMENT of
PUBLIC SAFETY
And
TRANSPORTATION



What you need to know in the event of ...

Severe Weather

and/or

Fires

SEVERE WEATHER SAFETY

TENTS:

Move away from **ALL** tents in a severe storm.

A TORNADO WATCH:

Means tornados are expected to develop. Keep a battery-operated radio or TV set nearby, and listen for weather advisories.

TORNADO WARNING:

Means a tornado has actually been sighted or indicated by radar. Seek inside shelter and stay away from windows. Curl up so that your head and eyes are protected. Keep a battery-operated radio or TV nearby.

IN HOMES:

Seek shelter under furniture, if possible. In homes without basements, take cover in the center part of the house, on lowest floor, in a small room such as a closet or bathroom, or under sturdy furniture. Keep some windows open, but stay away from them.

IN SHOPPING CENTERS:

Go to a designated shelter area (not your car)

IN SCHOOLS:

Follow advance plans to an interior hallway on the lowest floor. If the building is not reinforced construction, go to a nearby one that is, or take cover outside on low, protected ground. Stay out of auditoriums, gymnasiums and other structures with wide, free span roofs.

MOBILE HOMES:

Evaluate as soon as possible. Trailer parks should have a community storm shelter and someone to monitor broadcasts throughout the severe storm emergency. If there is not a shelter nearby, leave the trailer park and take **cover** on low protected ground.

REFUGE AREAS ON CAMPUS

Eva B. Dykes Library-Basement

Carter Hall-Basement

Cunningham Hall-Basement

Peterson Hall-Basement

Moran Hall-Basement

Green Hall-Basement

Religion Complex-Interior Hallways

Science Complex-Interior Hallways, Auditorium

Burrell Hall-Interior Hallways, Auditorium

Natatorium-Interior Hallways, Classrooms, Restrooms

Edwards Hall-Interior Halls, Lobby Area

Business & Technology-Basement

West Oaks-Clubhouse



FIRE ALERT

If you smell smoke or suspect a fire, sound the fire alarm if there is one in your building. If there is no internal warning system, warn occupants by shouting or in some other manner if possible. If a campus phone is available call the **Public Safety at (7911)**. If it is possible to get out of your room into the hallway, leave immediately by the nearest exit. To determine if you can get out into the hall from your room, feel the door or doorknob. If the door is hot to the touch, do not go out of your room. If you can, upon leaving your room, close the door. When outside the room stand clear of it so that fire, police, and other emergency crew may operate without hindrance. Unless the fire is of a minor nature or in a beginning stage, do not attempt to fight the fire yourself.

FIRE ALARM RESPONSE

Whenever a fire alarm rings in any Oakwood University Building, it must be assumed to be real. Any other assumption could lead to a tragic loss of life and/or property. Therefore, the following procedure is to be followed in all cases of fire alarms. If you hear a fire alarm sound, call Public Safety (7911).

Evacuate the building immediately and wait the arrival of the Fire Department. No one is to enter a building or shut off the alarm system until approval is received from Public Safety or the Fire Department. These are the only people qualified to determine the cause of the alarm. After approval is received to re-enter the building, the building staff may silence the bells.