MAKE A PLAN:
• An emergency evacuation plan has two parts: evacuation from your house or workplace, and evacuation from your neighborhood. An evacuation plan for your home and work place is useful not only for disasters, but also for fires or other incidents.

EMERGENCY EVACUATION PLAN:
Have maps ready for the following:
• Closest evacuation centers or assembly point.
• Main an alternative routes for leaving the city in North, South, East and West directions.
• Meet-up spots outside the affected areas

THINGS TO CONSIDER:
• During an emergency, local phone service may be limited, so you should arrange with someone outside your area to be your family contact. Your contact person should have voice mail or an answering machine.
• At the time of an emergency, your family may not be together. It is important to choose family meeting places. Pick places that are easy to identify, that can be reached on foot if necessary, and that are in an accessible, open area.

WHAT TO DO IN AN EVACUATION?
STAY CALM
ACT FAST

WAY/EXIT FINDING (Where is the way out?)
• You should know at least two escape routes from your location
• Look around; the closest safest exit may not be the door you came in

USE OF THE WAY OUT (Can I get out by myself, or do I need help?)
• Know the location of escape equipment
• If you took an elevator up, know where the stairs are that go down

ASSISTANCE (what kind of assistance might I need?)
• Know the location of fire extinguishers, first aid kits, evacuation chairs, etc…
• Know who in your home or work place may need evacuation assistance

ELEMENTS NEEDED WHEN EVACUATING
NOTIFICATION (What is the emergency?)
• Know locations of fire alarm pull stations
• Know the sound of your fire alarm or alert system
• Know who your workplace Floor Monitor is (Refer to Department Evacuation plan, Appendix F of the Emergency Operation Plan)
• Subscribe to OSU Alert or community alert systems

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EMERGENCY EVACUATIONS
Evacuations are more common than many people realize. Fires and floods cause evacuations most frequently across the U.S. and almost every year, people along coastlines evacuate as hurricanes approach. In addition, hundreds of times a year, transportation and industrial accidents release harmful substances, forcing many people to leave their homes.

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