FIRE AND EARTHQUAKE SAFETY PROCEDURES

1. FIRE
Should you discover SMOKE or FIRE or hear the fire alarm:
1. Dial 911
2. The alarm will sound as soon as it detects smoke
3. Notify other persons on your way out

IMMEDIATELY LEAVE BUILDING BY MEANS OF NEAREST AVAILABLE EXIT
1. Do not use the elevator
2. Before opening door, see if it is hot by placing the palm of your hand against it.
   a. If hot, remain in room.
   b. If you are on ground floor level, CAREFULLY exit through window, if possible.
   c. If on upper floor, call 911 and notify dispatcher of room number.
   d. Block entrance of smoke and heat into room by stuffing towels or blankets around door.
   e. Stay low near floor to avoid smoke and heat. Open window, DO NOT exit onto ledges.
   f. REMAIN CALM. Firefighters will get to you as soon as possible.
3. If the door is cool, open slightly and check for smoke in corridor.
   a. If clear, proceed to nearest available exit (exterior door or stairwell).
   b. Stay low near floor to avoid smoke and heat.
   c. Close doors on your way out.
4. If corridor is too smoky to reach stairway or exit, remain in room.
5. Follow instructions in item 1, above.
6. When leaving building, get well clear of entire area.
   a. Proceed to the designated gathering-place and report to Instructor for roster check.
   b. Follow instructions.

2. EARTHQUAKE
This plan has been prepared to minimize injuries and damage in the event of an earthquake. The plan provides guidance and instruction for both preparation and actions during and following an earthquake. This procedure is applicable to all AUHS Students, Faculty and Staff

DURING AN EARTHQUAKE: DO NOT USE THE ELEVATOR
1. Stay calm. You must be able to help yourself and others.
2. Ride out the shaking. You may hear a roaring or rumbling sound that gradually grows louder, and you may feel a rolling sensation that starts out gently and quickly grows violent, OR you may be jarred first by a violent jolt. Later you will feel the shaking and find it difficult to stand. The whole tremor will last only a short while. Injuries are not caused by the earthquake itself, but mainly by falling objects.
3. If you are indoors, stay there. Quickly get under a desk or table, stay clear of windows or any object that could fall. Shield your head and face from falling glass and debris. Watch for falling objects. If the desk or table moves, move with it. Furniture can provide air space if the building collapses. If you cannot get under furniture, crouch in an inner comer or a doorway. Do not run for another room.
4. If you are outside, stay there. If possible get into the open, away from buildings, trees, walls, and power lines.
AFTER AN EARTHQUAKE:
1. If you are inside, exit the building as soon as the shaking stops. Do not use elevator. Stay in groups as much as possible. Move to the nearest safe area, such as a parking lot or open lawn.
2. Check for injuries. Cover all injured with blankets and do not attempt to move seriously injured people unless they are in immediate danger.
3. Do not use the telephone. Keep the lines clear for emergency traffic.
4. Wait for an announcement from the AUHS Administration.
5. Be prepared for after shocks.

IF YOU ARE INJURED OR DISABLED:
1. Do anything to get attention.
2. Be aware that your regular exit may be blocked.