**FIRE**

- Activate the nearest fire alarm.
- Immediately exit the building, closing doors between you and the fire.
- Meet at the Rally Point: PARKING LOT
- When you are in a safe place, call 911 to contact CMU Police.
- Notify Police/Fire if you know of people trapped in the building.
- Remain outside until instructed otherwise by Police/Fire.

**HAZARDOUS MATERIALS RELEASE**

Emergency Building Coordinators or building administrators will advise and assist you in the event of a hazardous materials emergency. If it becomes necessary to evacuate the building, you will be instructed which routes and exits from the building to use and where the safest Rally Point will be.

If the emergency requires you to stay in the building you may be instructed to:

1. Close and seal off all exterior doors and windows.
2. Shut off any room air sources like window air conditioners or fume hoods.
3. Remain in the building until advised of further action.
4. Be prepared to move to a safe area in the building or to eventually evacuate.

**BUILDING EVACUATION PROCEDURES**

- Pull the Fire Alarm.
- Take your personal belongings (if time permits).
- Do not use the elevators.
- Leave the building.
- Meet at the Rally Point located at: PARKING LOT
- Wait at the Rally Point.
- Follow the directions of CMU Police or Mt. Pleasant Fire Department.

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