# Delgado EMERGENCY PLAN for FIRE EMERGENCY

In the event of a fire, smoke from a fire, or detection of natural gas:

- Pull the fire alarm. (See fire alarm locations on next page.)
  - Upon initiation of the fire alarm system, flashing strobes will occur and an automated evacuation message will follow.
- Evacuate students, employees, and visitors from building.
  - Elevators must not be used as they can become disabled during a fire alarm resulting in entrapment.
  - o Stoves or heating elements must be shut down prior to evacuation.
  - If possible, close doors to classrooms and offices to keep fire from spreading.
  - Do not engage individuals who refuse to evacuate, but notify Campus Police immediately.
  - Use the nearest stairwell in multi-floor buildings and exit from the building.
  - Persons with disabilities must evacuate to the nearest stairwell and use the emergency phone located in hallways and classrooms to contact Campus Police to request assistance. Refer to <u>Evacuation/Relocation of Persons with</u> <u>Disabilities Procedures.</u>
  - Building/Floor Captains will assist Campus Police by helping individuals evacuate and looking out for anyone needing assistance.
- If trapped by fire, follow Shelter-in-Place Procedures.
- Evacuees must move away from building entrances and roadways to allow emergency personnel to have access to the building. See the <u>Fire Emergency</u> <u>Evacuation Assembly Points</u> <u>later in this document for all campuses and</u> <u>sites.</u>
- Do not re-enter buildings until they are declared safe by the fire department,
   Campus Police, or the Safety and Risk Manager.
- Unless told otherwise, all fire alarms must be treated as an emergency.

#### Campus Police or Safety and Risk Manager:

- Notifies fire department or emergency services, if needed.
- Meets with emergency officials as soon as possible.
- Upon consultation with appropriate officials, individuals may be moved to a relocation center in a nearby building if weather is inclement or building is damaged.
- Notifies employees, students, and visitors of termination of emergency.

<sup>\*</sup>Annual fire drills will be conducted by Campus Police in all buildings.

## FIRE EMERGENCY CITY PARK CAMPUS EVACUATION ASSEMBLY POINTS

See: Delgado Fire Emergency College-wide Plan

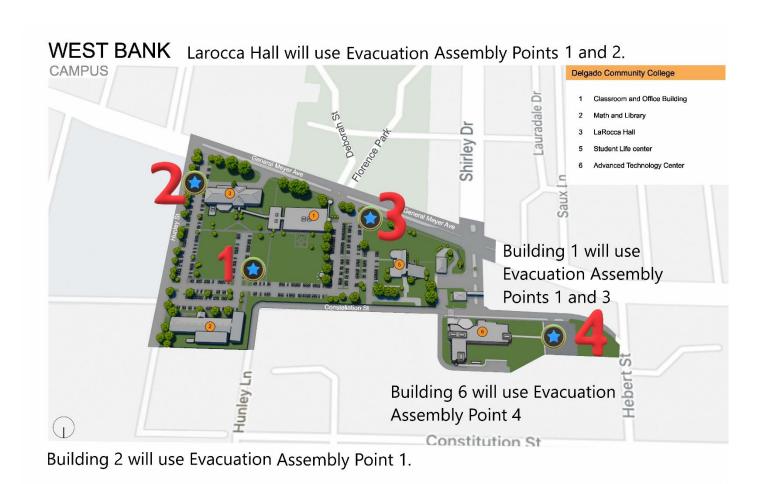
#### **CITY PARK**

CAMPUS



### FIRE EMERGENCY WEST BANK CAMPUS EVACUATION ASSEMBLY POINTS

See: Delgado Fire Emergency College-wide Plan



## FIRE EMERGENCY SIDNEY COLLIER SITE EVACUATION ASSEMBLY POINTS

See: Delgado Fire Emergency College-wide Plan



Building A will use Evacuation Assembly Point 2.

#### Delgado FIRE EMERGENCY

### RIVER CITY SITE EVACUATION ASSEMBLY POINTS

See: Delgado Fire Emergency College-wide Plan

**River City Site** 



All buildings may use both Evacuation Assembly Points.

### FIRE EMERGENCY MARITIME AND INDUSTRIAL TRAINING CENTER EVACUATION ASSEMBLY POINTS

See: Delgado Fire Emergency College-wide Plan

Maritime and Fire Industrial Training Center



All buildings may use both Evacuation Assembly Points.