**Building Area of Refuge (BAR):**
34th St., N. of Filbert

**Building Relocation Site:**
Pottruck

**Building Shelter-in-Place Area:**
Rear of Office Area

### Shelter-in-Place
(Hazardous Materials)

**Purpose:** To shelter occupants inside the building in the event of a hazardous/biological material, severe weather, or other emergency incident outside of the building.

- Go inside the nearest building.
- Close all windows and doors.
- Report to the building's shelter area.

### Evacuate
(Fire)

**Purpose:** To alert occupants to leave the building in the event of an emergency incident, such as a fire, inside of the building.

- Notify and assist those needing help in the immediate area.
- Close all doors as you exit.
- Activate fire alarm pull station.
- Evacuate the building via nearest exit; report to BAR listed above; and call emergency number.
- Do not use elevators.
- Do not re-enter building until authorized by emergency personnel.

### Lockdown
(Active Shooter)

**RUN** (Evacuate) when an active shooter is in your vicinity.

**HIDE** (Hide Out) if evacuation is not possible, find a place to hide.

**FIGHT** (Take Action) AS A LAST RESORT, and only if your life is in danger.

### Get Involved!
Join the PennReady team today! Call Fire & Emergency Services to find out how you can help. 215-573-7857

### Know two ways out!

**See something suspicious? Call us 24/7/365**
215-573-3333

[Visit the Public Safety Website](https://www.publicsafety.upenn.edu/pennready/procedures/) to learn more about emergency procedures, including active shooter response.