**EMERGENCY PROCEDURES**

**BUILDING NAME:** CLASS OF 1923 ICE RINK

**ADDRESS:** 3130 WALNUT STREET

<table>
<thead>
<tr>
<th>Building Area of Refuge (BAR):</th>
<th>Parking Lot, S. of Left Bank</th>
<th>Parking Lot, IFO Hecht Tennis Court</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Relocation Site:</td>
<td>Primary: Palestra</td>
<td>Secondary: Hollenback Annex</td>
</tr>
<tr>
<td>Building Shelter-in-Place Area:</td>
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</tbody>
</table>

**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!**

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

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

www.publicsafety.upenn.edu