**EMERGENCY PROCEDURES**

**BUILDING NAME:**
DELTA KAPPA EPSILON

**ADDRESS:**
307 S. 39TH STREET

- **Building Area of Refuge (BAR):** Vet Parking Lot
- **Building Relocation Site:** Rodin College House
- **Building Shelter-in-Place Area:** First Floor Dining Area

<table>
<thead>
<tr>
<th>PRIMARY</th>
<th>SECONDARY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vet Parking Lot</td>
<td>Pavement West of Mayer</td>
</tr>
<tr>
<td>Rodin College House</td>
<td>Class of 1920 Dining Commons</td>
</tr>
</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.

**POLICE RESPONSE**
When law enforcement officers arrive: Keep your EMPTY hands raised and visible. Remain calm and follow instructions.

**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