# EMERGENCY PROCEDURES

**BUILDING NAME:**
DELTA UPSILON  
**ADDRESS:**
3829 WALNUT STREET  
**EMERGENCIES:** 215-573-3333 (PennComm)  
511 from any campus phone

| Building Area of Refuge (BAR): |  
| Building Relocation Site: |  
| Building Shelter-in-Place Area: Baseline – Main Room |  

## PRIMARY:
IFO 3815 Walnut St.  
Rodin College House  
Basement – Main Room

## SECONDARY:
IFO FELS  
Class of 1920 Dining Commons

### 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 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!

See something suspicious? Call us 24/7/365  
215-573-3333  
www.publicsafety.upenn.edu

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